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Email

Ashish Madhaorao More

**Fwd: Vacancy Circular for 15th Meeting of Protectorate of Emigrants (PoE) Establishment Board****From :** Shri Naresh Kumar <csdelhi@nic.in>

Tue, Mar 21, 2023 12:04 PM

**Subject :** Fwd: Vacancy Circular for 15th Meeting of Protectorate of Emigrants (PoE) Establishment Board

1 attachment

**To :** Ashish Madhaorao More <secservices@nic.in>**From:** "Mrigendra Lal" <aopg@mea.gov.in>

**To:** "Dr K. S. Jawahar Reddy, IAS" <cs@ap.gov.in>, "Dharmendra" <cs-arunachal@nic.in>, "PABAN KUMAR BORTHAKUR, IAS" <cs-assam@nic.in>, "Chief Secretary Bihar" <cs-bihar@nic.in>, "Chief Secretary Office" <csoffice.cg@gov.in>, "Puneet Kumar Goel IAS Chief Secretary" <cs-go@nic.in>, chiefsecretary@gujarat.gov.in, "Sanjeev Kaushal, IAS" <cs@hry.nic.in>, "Prabodh Saxena" <cs-hp@nic.in>, "cs-jandk" <cs-jandk@nic.in>, "Shri Sukhdev Singh" <cs-jharkhand@nic.in>, cs@karnataka.gov.in, "Dr.V.P.Joy IAS" <chiefsecy@kerala.gov.in>, cs@maharashtra.gov.in, "Iqbal Singh Bains" <cs@mp.nic.in>, "cs-manipur" <cs-manipur@nic.in>, "cso-meg" <cso-meg@nic.in>, "cs-mizoram" <cs-mizoram@nic.in>, "cs miz" <cs\_miz@rediffmail.com>, "Jan e Alam, Chief Secretary Nagaland" <csngl@nic.in>, "Shri Naresh Kumar" <csdelhi@nic.in>, "Shri Pradeep Kumar Jena" <csori@nic.in>, cs-pon@nic.in, "Chief Secretary, Punjab" <cs@punjabmail.gov.in>, "Chief Secretary Punjab" <cs@punjab.gov.in>, csraj@rajasthan.gov.in, "Vijay Bhushan Pathak" <cs-skm@nic.in>, cs@tn.gov.in, "CS Telangana" <cs@telangana.gov.in>, cststripura@nic.in, cststripura@gmail.com, "CHIEF SECRETARY GoUP" <csup@nic.in>, cs-uttarkhand@nic.in, chiefsecyuk@gmail.com, "Shri H K Dwivedi" <cs-westbengal@nic.in>, "Chief Secretary Andamans" <cs-andaman@nic.in>, "Dharam Pal" <adviser-chd@nic.in>, "Praful Patel" <administrator-dd@gov.in>, "Praful Patel" <lk-admin@nic.in>

**Cc:** "Yatin Patel" <diradp@mea.gov.in>, "Vibha Kant Sharma" <uspf@mea.gov.in>**Sent:** Tuesday, March 21, 2023 11:55:04 AM**Subject:** Re: Vacancy Circular for 15th Meeting of Protectorate of Emigrants (PoE) Establishment Board

To,

**O/o Chief Secretaries of respective State Governments.**

Dear Sir/Madam,

Reference trailing mail. Please find attached **Corrigendum** to the Vacancy Circular for 15th Meeting of Protectorate of Emigrants (PoE) Establishment Board on deputation basis.

2. It is requested that the circular may be given wide publicity among the concerned officers/officials of the respective Ministries/Departments of your State.

With regards,  
PG Section,  
Ministry of External Affairs, JNB  
New Delhi  
Tel: +91-11-23085379

DS-IX(S)  
Yash  
Sol (DIN)

**From:** "Mrigendra Lal" <aopg@mea.gov.in>

**To:** "Dr K. S. Jawahar Reddy, IAS" <cs@ap.gov.in>, "Dharmendra" <cs-arunachal@nic.in>, "PABAN KUMAR BORTHAKUR, IAS" <cs-assam@nic.in>, "Chief Secretary Bihar" <cs-bihar@nic.in>, "Chief Secretary Office" <csoffice.cg@gov.in>, "Puneet Kumar Goel IAS Chief Secretary" <cs-go@nic.in>, chiefsecretary@gujarat.gov.in, "Sanjeev Kaushal, IAS" <cs@hry.nic.in>, "Prabodh Saxena" <cs-hp@nic.in>, "cs-jandk" <cs-jandk@nic.in>, "Shri Sukhdev Singh" <cs-jharkhand@nic.in>, cs@karnataka.gov.in, "Dr.V.P.Joy IAS" <chiefsecy@kerala.gov.in>, cs@maharashtra.gov.in, "Iqbal Singh Bains" <cs@mp.nic.in>, "cs-manipur" <cs-manipur@nic.in>, "cso-meg" <cso-meg@nic.in>, "cs-mizoram" <cs-mizoram@nic.in>, "cs miz" <cs\_miz@rediffmail.com>, "Jan e Alam, Chief Secretary Nagaland" <csngl@nic.in>, "Shri Naresh Kumar" <csdelhi@nic.in>, "Suresh Chandra Mahapatra" <csori@nic.in>, cs-pon@nic.in, "Chief Secretary, Punjab" <cs@punjabmail.gov.in>, "Chief Secretary Punjab" <cs@punjab.gov.in>, csraj@rajasthan.gov.in, "Vijay Bhushan Pathak" <cs-skm@nic.in>, cs@tn.gov.in, "CS Telangana"

79/C  
3/21/23, 6:33 PM

Email

<cs@telangana.gov.in>, cstripura@nic.in, cstripura@gmail.com, "CHIEF SECRETARY OFFICE GOVT OF UP" <csup@nic.in>, cs-uttarkhand@nic.in, chiefsecyuk@gmail.com, "Shri H K Dwivedi" <cs-westbengal@nic.in>, "Chief Secretary Andamans" <cs-andaman@nic.in>, "Dharam Pal" <adviser-chd@nic.in>, "Praful Patel" <administrator-dd@gov.in>, "Praful Patel" <lk-admin@nic.in>

Cc: "Yatin Patel" <diradp@mea.gov.in>, "Vibha Kant Sharma" <uspf@mea.gov.in>

Sent: Wednesday, February 1, 2023 4:03:23 PM

Subject: Vacancy Circular for 15th Meeting of Protectorate of Emigrants (PoE) Establishment Board

To,

**O/o Chief Secretaries of respective State Governments.**

Dear Sir/Madam,

Reference is drawn to this Ministry's Circular No Q/PG/575/04/2022 dated 01.02.2023 (copy attached) published on MEA's official website. This Ministry is in the process of filling up of vacancies in various Protectorate of Emigrants Offices. The vacancies to be filled up in the POE offices are in the grades of Deputy Secretary/Under Secretary (minimum pay level-11), Section Officer (minimum pay level-08) and Assistant Section Officers (pay level-07).


2. In this regard, suitable applications are invited from officers/officials of various State Government Ministries/Departments through proper channel.

3. I am directed to convey that the circular may be given wide publicity among the concerned officers/officials of the respective Ministries/Departments of your State.

With regards,  
Mrigendra Lal  
AO (PF & PG),  
Ministry of External Affairs, JNB  
New Delhi  
Tel:+91-11-23085379

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Regards  
O/o The Chief Secretary, Delhi

 **corrigendum to 15th POEEB.pdf**  
4 MB

702/c

Q/PG/575/04/2022  
Government of India  
Ministry of External Affairs  
(PG Section)

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Dated: 21<sup>st</sup> March, 2023

**CORRIGENDUM**

**SUBJECT : 15<sup>th</sup> Meeting of Protectorate of Emigrants (POE) Establishment Board**

This is in continuation of Ministry's circular of even number dated 01.02.2023 (attached) on the subject.

2. The last date for submission of application for consideration in the Protectorate of Emigrants Establishment Board has been extended till 07<sup>th</sup> April, 2023. Those who have already applied need not re-apply.
3. The other terms and conditions will remain the same.

  
Under Secretary (PF&PG)  
Convener, POEEB  
E-mail: uspf@mea.gov.in

**Copy to:**

**All Ministries and Departments of Central/State Government(s) of India.**

679/c

Q/PG/575/04/2022  
Ministry of External Affairs  
(PG Section)

Dated : 1<sup>st</sup> February, 2023

To

- (i) All Ministries and Departments of Central Government  
(ii) All Ministries and Departments of State Governments

**SUBJECT : 15<sup>th</sup> Meeting of Protectorate of Emigrants (POE) Establishment Board.**

It has been decided to fill up vacancies in the Protectorate of Emigrants offices located in the following cities on deputation basis:

- |             |             |            |                |               |
|-------------|-------------|------------|----------------|---------------|
| 1. Guwahati | 2. Mumbai   | 3. Chennai | 4. Rae Bareli  | 5. Kochi      |
| 6. Patna    | 7. Agartala | 8. Ranchi  | 9. Bhubaneswar | 10. Hyderabad |

2. The vacancies to be filled up in the POE offices are in the grades of Deputy Secretary/Under Secretary (minimum pay level-11), Section Officer (minimum pay level-08) and Assistant Section Officers (pay level-07). The details of the vacancies in each POE office are mentioned in Annexure-I. The tenure in the POE offices will be for a minimum period of two years on deputation basis, which can be further extended as per rules.

3. The Protectors of Emigrants shall perform the functions assigned to them under Emigrations Act, 1983. Powers of Protector of Emigrants are:

- To protect, and advice all intending emigrants.
- Oversee all the provisions of Emigration Act, 1983 and of the rules made there under to be complied with.
- Inspect, to an extent and in a manner as may be prescribed-any emigrant conveyance, or any other conveyance if he has reason to believe that any intending emigrant or emigrants are proceeding from, or returning to, India; to or from a place outside India by such other conveyance
- Inquire into the treatment received by emigrants during their voyage or journey to, and during the period of their residence in the country to which they emigrated and also during the return voyage or journey to India and report thereon to the Protector General of Emigrants or such other authority as may be prescribed.
- Aid and advise, so far as reasonably as one can, emigrants who have returned to India.

4. Applications, in the attached proforma, are invited from officers holding analogous post on a regular basis in the Central/State Government Ministries/Departments for the above vacancies through proper channel with cadre clearance in the attached performa. An advance copy may also be sent by the applicants directly for this Ministry's information. The applicant should be clear from Vigilance angle. The extant guidelines of DOPT related to deputation will be applicable for deployment of the official in PoE offices.

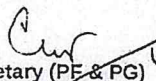
5. The completely filled in applications along with Vigilance and Cadre Clearance and certified copies of previous 5 years APARs should reach US (PF & PG), Ministry of External Affairs, New Delhi, latest by **17<sup>th</sup> March, 2023**. Applications should be sent to the emails mentioned below and hard copies of the applications may be sent by Regd. Post to the following address:

US (PF & PG)  
Room No. 4071, Jawaharlal Nehru Bhawan,  
Ministry of External Affairs, New Delhi  
E-mail : [aopg@mea.gov.in](mailto:aopg@mea.gov.in)

6. Representations received after due date will not be considered. The officers/officials would not be allowed to withdraw their candidature after expiry of the last date of submission of application.

7. Officers must ensure timely submission of the requisite APARs, Annual Property Returns and details of minor/major penalty imposed, if any, on the officer by the competent authority, as these will be taken into consideration for posting to POE offices.

8. Officers applying in response to this circular are reminded of Rule 20 of the Central Civil Service(Conduct) Rules, 1964.

  
Under Secretary (PF & PG)  
Convenor, POEEB

698/C

Ministry of External Affairs  
(Administration Division)

Representation Proforma for officials seeking transfer to POE Offices  
(Tick whichever is applicable)

- [ ] Protector of Emigrants (DS/US) – Head of Office  
[ ] Section Officer  
[ ] Assistant Section Officer

1. Personal Particulars:

a	Full name and designation	
b	Level of Pay and Basic Pay	
c	Post applied for	
d	Date of birth	
e	Educational qualification	
f	Present deployment & place of posting	
g	Details of leave availed (type and duration) during the last two years	
h	Details of previous postings abroad, if applicable, and within India	
i	In case of individuals from Ministries other than MEA applying as deputation official, the Cadre to which you belong / Parent Ministry	

2. Details of Previous Postings abroad and in India, if applicable:

Hqrs/Station	Classification	Period of stay with dates

3. Details of Recall/Disciplinary proceedings if any - with reasons for recall and date of recall


4. Preferences for a minimum of three Cities , with reasons if any.

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5. Date of submission of APAR 2021-22.....

6. Name of Reporting and Reviewing officer.....

697/c

7. Date of submission of Annual Property Return for the year 2022.....

Signature of the applicant

Signature of the HOD

I am fully aware of the working conditions at the Protector of Emigrants Offices. I am willing to be deployed in any POE office, even that has not been indicated as my choice in the application on initial transfer or either during the duration of my tenure in a POE office. I understand that transfer to POE offices is being decided in public interest and, as per Ministry's own administrative and functional needs. I agree to abide by the decision and will not ask for review of the decision.

Further, in view of DoPT's O.M. No.14017/02/2022-AIS-II(Pension) dated 17.08.2022, If I join Protector of Emigrants office without taking 'No Objection' from the Cadre Controlling Authorities concerned, I Shall also be liable to disciplinary action under relevant rules and the existing appointment may be terminated and I may also be repatriated to the parent cadre/organization with immediate effect.

Date.....

Place.....

Signature of Applicant

Mobile No..... E-mail.....

Recommendation of HOD

.....  
.....

Signature of HOD

696/c

Ministry of External Affairs  
(Administration Division)

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Current Vacancies in POE offices for 15<sup>th</sup> PoEEB

PoE Office	DS/US	SO	ASO	Total
Guwahati	-	01	-	01
Patna	01	01	-	02
Rae Bareli	01	-	01	02
Mumbai	-	01	02	03
Chennai	01	-	-	01
Kochi	-	-	01	01
Agartala	01	01	01	03
Ranchi	01	-	01	02
Bhubaneswar	01	01	01	03
Hyderabad	-	01	-	01
Total	06	06	07	19

Email:

Ashish Madhaorao More

**Fwd: NPC Residential Training Programme on "Effective Office Administration & Financial Management" – May 22-26, 2023 Gangtok, Sikkim - Request for Nominations**

**From :** Shri Naresh Kumar <csdelhi@nic.in> Tue, Mar 21, 2023 03:04 PM  
**Subject :** Fwd: NPC Residential Training Programme on "Effective Office Administration & Financial Management" – May 22-26, 2023 Gangtok, Sikkim - Request for Nominations 1 attachment  
**To :** Dr. Ashish Chandra Verma <psfin@nic.in>, Ashish Madhaorao More <secservices@nic.in>

**From:** "Rajesh Sund" <rajesh.sund@npcindia.gov.in>  
**To:** "Rajesh Sund" <rajesh.sund@npcindia.gov.in>  
**Sent:** Tuesday, March 21, 2023 12:31:21 PM  
**Subject:** NPC Residential Training Programme on "Effective Office Administration & Financial Management" – May 22-26, 2023 Gangtok, Sikkim - Request for Nominations

HQ/ES/T/01/2023-24  
21 March 2023

**Sub: NPC Residential Training Programme on "Effective Office Administration & Financial Management" – May 22-26, 2023 Gangtok, Sikkim - Request for Nominations**

Sir/Madam,

Effective Office Administration and Financial Management are essential for any organization to maintain accountability, transparency and service excellence. Keeping in view of the requirements of today's organizations, National Productivity Council of India (NPC) an autonomous organization under Department for Promotion of Industry & Internal Trade, Ministry of Commerce and Industry, Government of India is pleased to announce a Residential Training Programme on **"Effective Office Administration & Financial Management"** during **May 22-26, 2023, Gangtok, Sikkim** to impart skills and techniques on the subject.

*The Residential Training Programme has been designed with conceptual deliberations, case studies, success stories and group discussions for executives/officials of Central & State Governments, Public Sector Undertakings, Private Sector Enterprises, Academic Institutions, Co-operatives, Corporations, Financial Institutions & NBFCs,, Boards & Autonomous Organizations, Technical Education Quality Improvement Programme (TEQIP), Labour unions/Associations etc., for improving their administrative and financial capabilities.*

Participation fees in each program is Rs. 55,000/- for Residential Participants and Rs. 42,500/- for Non-Residential Participants. GST @18% per participant is applicable on Participation fees.

As per GOI notification No. 9/2017-Integrated Tax (Rate) dated 28.06.17, Sr. No. 75, Heading 9992 (at page no. 19 of the notification) No GST is applicable where Services provided to the Central Government, State Government, Union Territory Administration under any training programme for which total expenditure is borne by the Central Government, State Government, Union territory administration.

We are sure that your organization would find the Training Programme immensely useful. We request you to take advantage of this opportunity and nominate officials to participate in the Residential Training Programme.

A brochure containing the details of the Training Programme is enclosed. Please confirm the participations latest by May 08, 2023. Please feel free to contact us in case of any further clarifications or queries.

Thanking you and looking forward to receiving nominations.

Yours faithfully,

694/L

3/21/23, 6:33 PM

Email

Yours faithfully,

(Rajesh Sund/राजेश सण्ड)  
Director (Economic Services)/निर्देशक (इकनोमिक सर्विसेज)  
और/and कार्यक्रम संचालक/Program Coordinator  
राष्ट्रिय उत्पादकता परिषद/ National Productivity Council  
नई दिल्ली - ११०००३/ New Delhi - 110003  
दूरभाष - ०११- २४६०७३०३/८७९९७८४७१५ Phone -011-24607303  
8799784715 /9868844272  
Email: [rajesh.sund@npcindia.gov.in](mailto:rajesh.sund@npcindia.gov.in)

Encl: Programme Brochure

Regards  
O/o The Chief Secretary, Delhi

Brochure.pdf  
380 KB