Dear Chief Secretary,

As you are aware, Indian Institute of Public Administration (IIPA) is an autonomous body functioning closely with the Government and providing vital policy inputs in emerging areas of governance. Over the years since 1954, leading and eminent civil servants, distinguished educationists and prominent persons in public life have been associated with IIPA.

2. The Institute is initiating the process for appointment of a suitable person to the post of Director, IIPA as the term of the present Director Dr. T. Chatterjee is ending on 30th November 2018. As is the practice, a Search-cum-Selection Committee to be appointed for this purpose will consider names of suitable persons for consideration. Certainly, we will appreciate receiving names of suitable persons that you may like to recommend for the position. We are essentially looking for someone with (a) familiarity with administrative and managerial sectors especially in areas of human resources development; (b) flair for innovative thinking and projection in both administration and management; (c) capacity to mobilize resources, both financial and human; and (d) skills and temperament requisite for frequent dialogues and negotiations with the Government, Public Bodies, Educational Institutions, foreign delegations and agencies etc. on matters of concern to the Institute and general good; (e) genuine aptitude and interest in academic work with qualities of leadership and capacity for team work.

3. Director IIPA is a senior position which is at par with that of the Secretary to the Government of India as regards emoluments and perquisites. As such, it is preferred that the applicants/nominees should be preferably in a Secretary equivalent position, serving or retired. The upper age limit to hold the office of the Director is 65 years. As such, we would prefer that applicants/nominees are as far possible below 61 years of age at the time of nomination/application so that she/he should be able to have a reasonable time-period as Director IIPA which would be in the interest of the Institute. We would prefer someone with experience and maturity which is usually expected of a person who has worked in administrative or professional areas for thirty years or more. Though the post of Director IIPA had been held earlier by Senior Additional Secretaries/Secretaries to the Government of India, I need hardly add that our choice is not restricted to any particular service. Educationists or Academicians, Professionals of repute and
standing with academic aptitude and experience and having adequate organizational abilities will also be considered for the post.

4. The initial tenure of appointment is usually 3 years. But extension for another two years is permissible by the Executive Council, other things being equal, subject to the ceiling of 65 years of age. Besides the salary (Last Pay drawn minus Pension on usual re-employment terms), the Director is entitled to rent free and furnished accommodation as well as a staff car for official use and to a limited extent for personal purposes.

I would therefore appreciate receiving from you the names of suitable and willing person(s) along with their updated C.V. indicating their educational qualifications, service particulars, experience details etc. Your reply may please be marked "Confidential" and may reach me by name on or before 18th August 2018. You may send the nominations/applications at the below address:-

Shri T. N. Chaturvedi
Chairman
Indian Institute of Public Administration
I.P. Estate, Ring Road
New Delhi - 110002

It will be of great help if the availability and willingness of the suitable persons suggested by you, has been ascertained.

Thanking you and with kind regards,

Yours sincerely,

(T. N. Chaturvedi)

As per list attached
<table>
<thead>
<tr>
<th>S. No.</th>
<th>State (Headquarters)</th>
<th>Name of the Officer</th>
<th>Service (Cadre: Batch)</th>
<th>e-mail</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Andhra Pradesh (Hyderabad)</td>
<td>Shri Dinesh Kumar</td>
<td>IAS (AP:1983)</td>
<td><a href="mailto:cs@ap.gov.in">cs@ap.gov.in</a></td>
</tr>
<tr>
<td>2</td>
<td>Arunachal Pradesh (Itanagar)</td>
<td>Shri Satya gopal</td>
<td>IAS (UT:1988)</td>
<td><a href="mailto:cs-arunachal@nic.in">cs-arunachal@nic.in</a></td>
</tr>
<tr>
<td>3</td>
<td>Assam (Dispur)</td>
<td>Shri T.Y Das</td>
<td>IAS (AM:1982)</td>
<td><a href="mailto:cs-assam@nic.in">cs-assam@nic.in</a></td>
</tr>
<tr>
<td>4</td>
<td>Bihar (Patna)</td>
<td>Shri Anjani Kumar Singh</td>
<td>IAS (BH:1981)</td>
<td><a href="mailto:cs-bihar@nic.in">cs-bihar@nic.in</a></td>
</tr>
<tr>
<td>5</td>
<td>Chhattisgarh (Raipur)</td>
<td>Shri Ajay Singh</td>
<td>IAS (CG:1983)</td>
<td><a href="mailto:cs-office.cg@nic.in">cs-office.cg@nic.in</a></td>
</tr>
<tr>
<td>6</td>
<td>Goa</td>
<td>Shri P.Krishnamurthy</td>
<td>IAS (AGMUT 1997)</td>
<td><a href="mailto:cs-goa@nic.in">cs-goa@nic.in</a></td>
</tr>
<tr>
<td>7</td>
<td>Gujarat (Gandhinagar)</td>
<td>Shri J. N. Singh</td>
<td>IAS (GJ:1983)</td>
<td><a href="mailto:csjgj@gujarat.gov.in">csjgj@gujarat.gov.in</a></td>
</tr>
<tr>
<td>8</td>
<td>Haryana (Chandigarh)</td>
<td>Shri Depinder Singh</td>
<td>IAS (HY:1992)</td>
<td><a href="mailto:cs-haryana@nic.in">cs-haryana@nic.in</a></td>
</tr>
<tr>
<td>9</td>
<td>Himachal Pradesh (Shimla)</td>
<td>Shri Vineet Chowdhary</td>
<td>IAS (HP:1982)</td>
<td><a href="mailto:cs-hp@nic.in">cs-hp@nic.in</a></td>
</tr>
<tr>
<td>10</td>
<td>Jammu &amp; Kashmir (Srinagar)</td>
<td>Shri B.B. Vyas</td>
<td>IAS (JK:1986)</td>
<td><a href="mailto:cs-jandk@nic.in">cs-jandk@nic.in</a></td>
</tr>
<tr>
<td>11</td>
<td>Jharkhand (Ranchi)</td>
<td>Smt Sudhir Tripathi</td>
<td>IAS (JH:1985)</td>
<td><a href="mailto:cs-jharkhand@nic.in">cs-jharkhand@nic.in</a></td>
</tr>
<tr>
<td>12</td>
<td>Karnataka (Bangalore)</td>
<td>Ms Raina Prabha</td>
<td>IAS (KN:1981)</td>
<td><a href="mailto:cs@karnataka.gov.in">cs@karnataka.gov.in</a></td>
</tr>
<tr>
<td>13</td>
<td>Kerala</td>
<td>Shri Paul Antony</td>
<td>IAS (KL:1993)</td>
<td><a href="mailto:chiefsecy@kerala.gov.in">chiefsecy@kerala.gov.in</a></td>
</tr>
<tr>
<td>No.</td>
<td>State/Region</td>
<td>Name</td>
<td>Rank</td>
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<td>14</td>
<td>Madhya Pradesh (Bhopal)</td>
<td>Shri Basant Pratap Singh</td>
<td>IAS (MP:1984)</td>
<td><a href="mailto:cs@mp.nic.in">cs@mp.nic.in</a></td>
</tr>
<tr>
<td>15</td>
<td>Maharashtra (Mumbai)</td>
<td>Shri Sumit Mallick</td>
<td>IAS (MH:1982)</td>
<td><a href="mailto:chiefsecy@maharashtra.gov.in">chiefsecy@maharashtra.gov.in</a></td>
</tr>
<tr>
<td>16</td>
<td>Manipur (Imphal)</td>
<td>Shri J Suresh Babu</td>
<td>IAS (MT:1986)</td>
<td><a href="mailto:cs-manipur@nic.in">cs-manipur@nic.in</a></td>
</tr>
<tr>
<td>17</td>
<td>Meghalaya (Shillong)</td>
<td>Shri Yeshi Tsering</td>
<td>IAS (AM:1983)</td>
<td><a href="mailto:cs-meg@nic.in">cs-meg@nic.in</a></td>
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<tr>
<td>18</td>
<td>Mizoram (Aizawl)</td>
<td>Shri Arvind Ray</td>
<td>IAS (AGMUT:1984)</td>
<td><a href="mailto:cs-mizoram@nic.in">cs-mizoram@nic.in</a></td>
</tr>
<tr>
<td>19</td>
<td>Nagaland (Kohima)</td>
<td>Shri Talikemjen Toy</td>
<td>IAS (NL:1989)</td>
<td><a href="mailto:csangi@nic.in">csangi@nic.in</a></td>
</tr>
<tr>
<td>20</td>
<td>Orissa (Bhubaneswar)</td>
<td>Shri Aditya Prasad Padhi</td>
<td>IAS (OR:1983)</td>
<td><a href="mailto:csori@nic.in">csori@nic.in</a></td>
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<tr>
<td>21</td>
<td>Punjab (Chandigarh)</td>
<td>Shri Karan A Singh</td>
<td>IAS (PB:1984)</td>
<td><a href="mailto:cs@punjab.gov.in">cs@punjab.gov.in</a></td>
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<tr>
<td>22</td>
<td>Rajasthan (Jaipur)</td>
<td>Shri Nihal Chand Goel</td>
<td>IAS (RJ:1982)</td>
<td><a href="mailto:csraj@rajasthan.gov.in">csraj@rajasthan.gov.in</a></td>
</tr>
<tr>
<td>23</td>
<td>Sikkim (Gangtok)</td>
<td>Dr. A.K. Srivastava</td>
<td>IAS (SK:1984)</td>
<td><a href="mailto:cs-skm@hub.nic.in">cs-skm@hub.nic.in</a></td>
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<tr>
<td>24</td>
<td>Tamil Nadu (Chennai)</td>
<td>Dr. Girija Vaidyanathan</td>
<td>IAS (TN:1961)</td>
<td><a href="mailto:cs@tn.gov.in">cs@tn.gov.in</a></td>
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<tr>
<td>25</td>
<td>Telangana</td>
<td>Shri Shailendra Kumar Joshi</td>
<td>IAS (TG:1984)</td>
<td><a href="mailto:cs@telangana.gov.in">cs@telangana.gov.in</a></td>
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<tr>
<td>26</td>
<td>Tripura (Agartala)</td>
<td>Dr. Sanjeev Ranjan</td>
<td>IAS (TR:1985)</td>
<td><a href="mailto:cs-tripura@nic.in">cs-tripura@nic.in</a></td>
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<tr>
<td>27</td>
<td>Uttar Pradesh (Lucknow)</td>
<td>Shri Rajiv Kumar</td>
<td>IAS (UP:1981)</td>
<td><a href="mailto:csup@nic.in">csup@nic.in</a></td>
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<tr>
<td>28</td>
<td>Uttarakhand (Dehradun)</td>
<td>Shri Utpal Kumar Singh</td>
<td>IAS (UD:1986)</td>
<td><a href="mailto:cs-uttarakhand@nic.in">cs-uttarakhand@nic.in</a></td>
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<td>29</td>
<td>West Bengal (Kolkata)</td>
<td>Shri Malay Kumar De</td>
<td>IAS (WB:1985)</td>
<td><a href="mailto:cs-westbengal@nic.in">cs-westbengal@nic.in</a></td>
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<tr>
<td>Sl. No.</td>
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<td>Service (Centre/ Batch)</td>
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<td>1</td>
<td>Andaman &amp; Nicobar Island</td>
<td>Shri Arnindra Majumdar</td>
<td>IAS (AGMUT:1985)</td>
<td><a href="mailto:cs-andaman@nic.in">cs-andaman@nic.in</a></td>
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<td>2</td>
<td>Chandigarh</td>
<td>Shri Purnima Rai</td>
<td>IAS (AGMUT:1985)</td>
<td><a href="mailto:admin-chandigarh@nic.in">admin-chandigarh@nic.in</a></td>
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<tr>
<td>3</td>
<td>Daman &amp; Diu (Daman)</td>
<td>Shri Prateek Khoda Patel</td>
<td>Administrator</td>
<td><a href="mailto:administrator-dd-dng@nic.in">administrator-dd-dng@nic.in</a></td>
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<td>4</td>
<td>Delhi (Delhi)</td>
<td>Shri Anshu Prakash</td>
<td>IAS (AGMUT:1986)</td>
<td><a href="mailto:csdelhi@nic.in">csdelhi@nic.in</a></td>
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<td>Lakshadweep (Kavaratti)</td>
<td>Shri Praveen Khach</td>
<td>Retired IPS (AGMUT:1991)</td>
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<td>Pondicherry</td>
<td>Shri Ashok Kumar</td>
<td>IAS (AGMUT:1992)</td>
<td><a href="mailto:cs-pondicherry@nic.in">cs-pondicherry@nic.in</a></td>
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<td>7</td>
<td>Dadra &amp; Nagar Haveli (Silvassa)</td>
<td>Shri Prateek Khoda Patel</td>
<td>Administrator</td>
<td><a href="mailto:admr-adnagar@nic.in">admr-adnagar@nic.in</a></td>
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</table>
No. 9/7/2014-EO (MM-II)
Government of India
Ministry of Personnel, Public Grievances & Pensions
Department of Personnel & Training

North Block, New Delhi
Dated 18 June 2018

To,

1. The Chief Secretaries
   All State Governments,

2. All Secretaries
   Ministries/Departments of Government of India

Subject: Filling up the post of General Manager (Bihar), Food Corporation of India, Patna under the Department of Food & Public Distribution.

Sir/Madam,

This is regarding filling up the post of General Manager (Bihar), Food Corporation of India, Patna under the Department of Food & Public Distribution. The applications were invited for the post vide circular of even number dated 28.02.2018 (copy enclosed). The last date for submission of application was 31.05.2018.

2. It has been decided to further extend the last date for submission of application till 06.07.2018.

3. This may be brought to the notice of all concerned and the application(s) of the eligible candidate(s) may please be forwarded accordingly

Yours faithfully,

(J. Šrinivasan)
Director (MM)
Tel: 23092842

Copy to:

2. PS to Dir(MM) for uploading the circular through bulk e-mail system.
To,
1. The Chief Secretaries
   All State Governments,
2. All Secretaries
   Ministries/Departments of Government of India

Subject: Filling up the post of General Manager (Bihar), Food Corporation of India,
   Patna under the Department of Food & Public Distribution.

Sirs/Madams,

This is regarding filling up the post of General Manager (Bihar), Food Corporation of India,
   Patna under the Department of Food & Public Distribution on deputation basis. The post is to be
   filled through the Civil Services Board procedure.

2. Officers eligible to be appointed at the rank of Deputy Secretary/Director in the
   Government of India or equivalent level under Central Staffing Scheme are eligible for the post. The
   period of deputation is 4/6 years for Deputy Secretary/Director respectively.

3. The General Manager (Bihar), Food Corporation of India, Patna is primarily responsible
   for maintaining supply of food grains under PDS; managing other welfare schemes of GOI and
   managing operational issues relating to storage, movement, sales, quality control etc. The selected
   officer will require dealing with personnel and labour related issues, co-ordinate and continuously
   liaise with the State Government.

4. The post may be circulated amongst officers eligible to be appointed at Deputy
   Secretary/Director level or equivalent level in the Government of India on priority basis. Names of
   willing and eligible officers who can be spared by the State Governments/Ministries/Departments
   may be forwarded to the Department along with cadre clearance, vigilance clearance,
   detailed bio-data in the enclosed proforma and CR Dossiers for the last five years. For
   officers working in the cadre, it may also be ensured that the 'Cooling off', after a previous stint on
   deputation, if any, is completed and the officer is eligible for appointment on Central Deputation as
   per extant instructions.

5. It is requested that the application(s) of the eligible candidate(s) may please be
   forwarded so as to reach this Department within one month from the date of issue of this circular.

Yours faithfully,

(J. Shrivastava)
Director (MM)
Tel: 23092842

Copy to:
1. Department of Food & Public Distribution, [Sh. Sanjay Kumar, Under Secretary], Krishi
2. NIC Cell, DOP&T for placing on Departmental Website.
3. PS to Dir(MM) for uploading the circular through bulk e-mail system.
**Bio-Data**

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<td>Service</td>
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<td>4</td>
<td>Batch</td>
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<tr>
<td>5</td>
<td>Contact Telephone No. (O)</td>
<td>(R)</td>
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<tr>
<td>6</td>
<td>Educational Qualifications</td>
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<td>7</td>
<td>Complete Experience/Posting Profile</td>
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<td>Sl.No.</td>
<td>Period</td>
<td>Post held/Organization</td>
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<tr>
<td>8</td>
<td>Whether clear from Vigilance angle?</td>
<td>YES / NO</td>
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<tr>
<td>9</td>
<td>Whether the officer has been on deputation earlier. If so please provide details of organization, nature of deputation and period (dates) of deputation.</td>
<td></td>
</tr>
<tr>
<td>10</td>
<td>Whether the officer is debarred from deputation under the Central Staffing Scheme.</td>
<td>YES / NO</td>
</tr>
</tbody>
</table>

11. Certified that the above particulars are correct and complete.

Signature of the applicant
Date:____________

Signature
Name/Designation & Rubber Stamp of officer certifying the above Particulars

**Note:**
Columns 1-7 to be filled in by applicant.
Columns 8-11. to be filled in by Ministry/Department concerned.
No. Comp-05/9/2018-Comp-MCA
GOVERNMENT OF INDIA
MINISTRY OF CORPORATE AFFAIRS

5th Floor, 'A' Wing, Shastri Bhavan
New Delhi – 110 001
Dated the 19th June, 2018

To

(i) All Ministries and Departments of the Government of India (cadre controlling authorities of All India Services and Group ‘A’ Central Services);

(ii) Chief Secretaries of All State Governments/UTs;

Subject: Filling up of two posts of Member in the Competition Commission of India – inviting applications for.

Sir,

I am directed to state that to fill up two posts of Member in the Competition Commission of India (CCI), which are likely to fall vacant shortly, applications are hereby invited from eligible Indian nationals.

2. The Competition Act, 2002 provides that the Member, CCI shall be a person of ability, integrity and standing and who has special knowledge of, and such professional experience of not less than fifteen years in, international trade, economics, business, commerce, law, finance, accountancy, management, industry, public affairs or competition matters, including competition law and policy, which in the opinion of the Central Government, may be useful to the Commission.

3. The terms and conditions of the service of Member, CCI are regulated by the Competition Commission of India (Salary, allowances and other Terms and Conditions of Service of Chairperson and other Members) Rules, 2003, as amended from time to time. The Member shall hold office for a term of five years from the date on which he enters upon his office and shall be eligible for re-appointment but shall not hold office beyond 65 years of age. Member shall be paid a consolidated monthly salary of Rs.4 Lakh (rupees Four Lakh only). He shall not be entitled to house and car.

4. Applications from eligible officers in the Central Government/State Governments, who are interested and can be spared in the event of selection may be forwarded duly

By Speed Post
Telephone: 2338 5285
verified/countersigned by the Head of Departments (where applicable) along with the following certificates/documents:

(i) There are no vigilance, disciplinary or criminal proceedings pending/contemplated against Sh./Smt.__________________.

(ii) His/Her integrity is certified.

(iii) Duly authenticated copies of ACRs/APAR dossier of the applicant for the last five years.

(iv) List of major/minor penalties, if any, imposed on the applicant during the last ten years/No penalty certificate.

5. Incomplete applications or applications received after the due date are liable to be rejected.

6. Applicants, who are already in any employment including government service, in case of their selection, will have to resign.seek retirement from the service before joining the post.

7. The selected applicant will be expected to join the post within one month of the issue of offer of appointment.

8. Applications in the form given in Annexure - I duly completed should reach the undersigned (Shri Abhijit Phukan, Deputy Secretary, Ministry of Corporate Affairs, Room No. 527, 'A' Wing, 5th Floor, Shastri Bhawan, Dr. Rajendra Prasad Road, New Delhi – 110 001) latest by 02.08.2018 (5:30 PM).

9. Application form can also be down-loaded from Ministry’s website (www.mca.gov.in), the Competition Commission of India’s website (www.cci.gov.in) or the Department of Personnel & Training’s website (http://persmin.nic.in).

Yours faithfully,

( Abhijit Phukan)
Deputy Secretary to the Government of India

Encl. : As above
**APPLICATION FORM FOR TWO POSTS OF MEMBER IN THE COMPETITION COMMISSION OF INDIA**

1. Name (IN BLOCK LETTERS)
   
2. Father's/Mother's Name
   
3. Date of Birth (Proof to be attached)
   
4. (i) Postal Address for Correspondence (with Pin Code)
   (ii) Phone Number
   (iii) E-mail ID
   (iv) Fax
   
5. Nationality
   (only Indian nationals need apply)
   
6. Educational Qualifications (self-attested copies to be attached)
   
7. Service/Cadre/Batch
   (In case of Government Employee)
   
8. Present Posting/Occupation/Profession with pay scale and basic pay.
   
9. Details of previous postings/employment (including period) and nature of activities performed.
   
10. Field of expertise as per prescribed eligibility criteria of the post and the number of years of experience thereon.
   
11. Any other special qualification; or special achievements; or participation in important committees/working groups etc; or Foreign assignments/training; or publication to the
12. In case of applicants, other than serving government servants, testimonials from two referees in responsible position (Not being relatives) including their address, contact numbers and e-mail ID, should be attached.

Undertaking

It is certified that the information furnished above is correct and that in the event of my selection, I shall resign/seek retirement, if already in any employment including government service, before my appointment as Member, Competition Commission of India.

Place:-
Date:-

(Signature with Date)

Name: _______________________

Instructions:

1. In case of serving government servants, certificates as in Appendix - "A", issued by cadre controlling/competent authority are to be submitted along with the Application Form.

2. Applications of serving government servants including PSUs/autonomous organisations should be sent through proper channel.

3. The applicants may attach additional sheets in respect of any information where it is not possible to indicate the same in the relevant column.

4. The selected applicant may have to appear for Medical Examination, in case so required by the Central Government.

5. Incomplete applications or applications received after the due date are liable to be rejected.

6. The selected applicant will be expected to join the post within one month of the issue of offer of appointment.
Additional certificates for Government employees to be furnished by the cadre controlling/competent authority.

(i) There are no vigilance, disciplinary or criminal proceedings pending/contemplated against Sh./Smt.__________________.

(ii) His/Her integrity is certified.

(iii) Duly authenticated copies of ACRs/APAR dossier of the applicant for the last five years are enclosed.

(iv) List of major/minor penalties, if any, imposed on the applicant during the last ten years/No penalty certificate is attached.

(Signature with Date)

Name: ____________________

Place:

Date:

List of enclosures:

1.
2.
3.
4.
5.
VACANCY CIRCULAR

Subject: Filling up of the post of Director General (DG) in NYKS, Delhi in the Pay band PB-4, ₹ 37,400-67000/- + GP ₹ 10,000/- (pre-revised) on deputation basis – reg.

This is in continuation to Department of Youth Affairs Vacancy Circular dated 09.03.2018. It is proposed to fill up one post of Director General (DG) in the Pay Band PB-4, Rs. 37400 – 67000/- + GP Rs. 10000/- (pre-revised) on deputation basis (including short term contract) in the Nehru Yuva Kendra Sangathan (NYKS), an autonomous body under the Ministry of Youth Affairs and Sports through the process of Search-cum-Selection Committee. DG, NYKS is the administrative head of the organisation. He assists the Department of Youth Affairs in the policy formulation and implementing programmes/activities of the Department relating to youth matters.

2. Nehru Yuva Kendra Sangathan (NYKS) has 623 Kendras, 29 Zonal offices and over 1.15 lakh village based Youth Clubs with enrolment of about 2.8 million volunteers. It is the largest grass-root level organization; one of the kind in the world. It channelizes the power of youth who are in the age group of 15-29 years on the principle of voluntarism, self-help and participation. The administration and management of the NYKS vests with a Board of Governors under the chairpersonship of the Union Minister for Youth Affairs and Sports.

3. The person should have leadership qualities and experience and flair of working in the area of youth development, sports and culture.

4. Eligibility:

a) Officers under Central Govt./State Govt./Public Sector Undertakings/Statutory, Semi-Govt. or Autonomous Organisation:

i) Holding analogous post on regular basis
ii) With 3 years of regular service in post with Pay Structure PB-4 Rs. 37,400-67,000 + GP Rs. 8700.

b) Post Graduate Degree from a recognized University.

c) 12 years experience in leadership position in the field of Youth development, Voluntary action, Social & Youth mobilization, awareness campaign.

(The period of deputation including period of deputation in another ex-cadre post in the same or other organisation shall not exceed three years.)
5. Age Limit: Not exceeding 50 years.

Note:- The crucial date for determining the age limit shall be the closing date for receipt of application from the candidates.

The job descriptions and eligibility criteria are given at Annexure –I

6. Application proforma is given at Annexure –II. The application has to be forwarded through proper channel and accompanied with;
   i) clear photocopies of the up-to-date CR dossiers of the officer for the last five years, duly attested by a Group ‘A’ officer (if original ACRs could not be sent);
   ii) cadre clearance;
   iii) clearance from vigilance and disciplinary angle; and
   iv) statement giving details of major or minor penalties, if any, imposed on the officer during the last ten years.

7. The applications of only those officers who, in the event of their selection, would be available to immediately join the duties of the post, and whom their concerned authorities would be in a position to relieve immediately may be forwarded.

8. Mere submission of application and documents does not entitle the selection of the candidate for the post. The appointment will be subject to the recommendation of Search-Cum-Selection Committee and final approval of Appointment Committee of Cabinet.

9. The application received in response to the Vacancy Circular dated 09.03.2018 for which the last date for submission of application was extended upto 31.05.2018 shall continue to be valid.

10. The applications must reach: to the Under Secretary (NYKS), Ministry of Youth Affairs & Sports, Room No. 15, C Wing, Shastri Bhawan, New Delhi–110001, Tel. No. 011-23073206, e-mail : gs.chitra@nic.in, Website : www.yas.nic.in latest by 18.07.2018.

(S L Meena)
Deputy Secretary
Tele. No. 23387034

To
i) Secretaries of the Ministries/Departments of Government of India (By name)
ii) Chief Secretaries of States/ UTs (By name)
iii) The Resident Commissioners of all States/UTs (By Name)
iv) All Cadre Controlling Authorities

Copy to: Technical Director, NIC for uploading the circular on this Ministry’s web site immediately.
Annexure I

Job description and Eligibility Criterion for the post of Director General in Nehru Yuva Kendra Sangathan.

I. Name of Post (s) : Director General
II. Scale of Pay : Pay Band PB-4, Rs. 37,400-67,000+GP Rs. 10,000/- (level-14 Basic pay ₹ 144200 to ₹ 218200/- as per 7th CPC). The post carries allowances and benefits as admissible to this grade in Govt. of India.

III. Duties and responsibilities:
- To supervise and manage all administrative matters and sanctioned disbursement;
- To prescribe duties to all employees of the Sangathan;
- To exercise supervision and disciplinary control over the work and conduct of all employees of the Sangathan;
- To co-ordinate and exercise general supervision over all the activities of the Sangathan;
- To execute all contracts, deeds and other instruments on behalf of the Sangathan, after authorization by the Board of Governors;
- To exercise all administrative and financial powers as have been conferred on him under the Rules of the Sangathan and such of the powers as may be delegated to him from time to time;
- To authorize any other officer of the Sangathan in writing to sign and verify pleading on his behalf;
- To delegate such of his powers as he considers necessary to the officers below him in the Sangathan;
- To issue notices of the meetings of the Sangathan Society and its Board of Governors and keeping or causing to be kept minutes of the proceeding of the Sangathan Society and the Board of Governors;
- To keep or cause to be kept all records of the Sangathan at its office or any other place if so determined by the Board of Governors;
- To exercise financial powers as per the financial byelaws of the organisation;
- To formulate project proposals for financial assistance from funding agencies. To supervise programmes and schemes in collaboration with various Govt. and semi Govt. bodies;
- To liaise with agencies/Govt. to pursue the objectives of Nehru Yuva Kendra Sangathan;
- To monitor resource mobilization;
- To coordinate with publicity media for image building;
- To supervise implementation of official language policy of Govt. of India; and
- To supervise all financial and related matters.
Annexure II

Proforma for submitting application for the post of Director General in Nehru Yuva Kendra Sangathan.

1. Name and address (in block letters):
   and the service to which belong
   (in case of organized service)

2. Date of Birth:

3. Date of superannuation:
   (in case of organized service)

4. Educational qualifications:

5. Experience possessed:

<table>
<thead>
<tr>
<th>Field of experience</th>
<th>Nature of duties</th>
<th>Period of Experience</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

6. Please indicate the following particulars of the present post held:
   a) Present post held with date
   b) Whether regular / Ad-hoc
   c) Scale of Pay
   d) Present Basic Pay

7. Position held

<table>
<thead>
<tr>
<th>S.No.</th>
<th>Name of office/organisation where employed</th>
<th>Post held</th>
<th>From</th>
<th>To</th>
<th>Scale of Pay</th>
</tr>
</thead>
<tbody>
<tr>
<td>(1)</td>
<td>(2)</td>
<td>(3)</td>
<td>(4)</td>
<td>(5)</td>
<td>(6)</td>
</tr>
</tbody>
</table>
DECLARATION TO BE SIGNED BY THE CANDIDATE

I hereby certify and declare that (i) I am an Indian National (ii) I have read the provisions given in the Advertisement, (iii) All statements made and information given by me in this application are true, complete and correct to the best of my knowledge and belief. In the event of any information or part of it being found false or incorrect before or after the exam/interview or appointment, action can be taken against me by the department and my candidature/appointment shall automatically stand cancelled/terminated, (iv) further declare that I fulfil all the conditions of eligibility regarding age, educational, professional qualifications, etc. prescribed for the post applied for (v) In case my application is not received by the department within the stipulated date due to postal delay or otherwise, the department will not be responsible for such delay. (vi) I have enclosed the testimonials duly self-attested along with the said application. (vii) All original certificates in respect of qualification/experience/age/ caste will be submitted for verification as and when called for.

Place:
Date

(Signature of the candidate)
CERTIFICATE

(To be filled up by the Head of Organisation/Institute where the applicant is currently employed) (Wherever applicable)

(For candidates serving in Central Govt./State Govt./ Public Sector undertaking/Autonomous bodies)

Name of the Office and address

It is certified that the applicant Mr./Ms. is working as in this Institution/Organisation, which is Government/Semi Government/State Government/Govt. recognized/Autonomous Aided since and that entries made by the applicant have been checked and verified from the service records. This Institution/Organisation has no objection to the candidature of the applicant being considered for the post applied for. No disciplinary/vigilance action is pending/contemplated against him/her at the time of application. The integrity of the Officer is certified.

Signature:
Name:
Designation:
Seal:

Place
Date

[Signature]

[Seal]
To be filled by the forwarding authority (as applicable)

1. Certified that the particulars furnished by the applicant have been checked from available records and found correct.
2. Certified that no disciplinary proceedings are either pending or being contemplated against the officer.
3. List of punishment awarded, if any, during the last 10 years is attached.
4. Integrity certificate is attached.
5. CR Dossiers attached or photocopies of up-to-date CR dossiers of the officer for the last five years, duly attested, attached.
6. In the event of selection, he will be relieved of his duties immediately.

(Signature)
Name & designation of the forwarding officer with seal and Telephone No.