No. F.23/08/2019/AN-I

From 2018

Abha Singh Yaduvanshi,
Joint Secretary.

To
The Chief Secretaries of all
State Governments and U.Ts. Administration.

Subject: Filling up post of Joint Secretary in Lok Sabha Secretariat by transfer on deputation basis.

Madam/Sir,

In continuation of this Secretariat earlier letter of even number dated 16th July, 2019, please find enclosed the relevant portion of R&CS Order No.PDA-1346/2016 dated 15.09.2016 containing the eligibility conditions for appointment to the post of Joint Secretary by transfer on deputation basis with the request to make use of the same (only) while circulating these vacancies.

Yours sincerely,

Abha Singh
JOINT SECRETARY
Tel.No.011-23034424,
Fax No.011-23092092

As above.
LOK SABHA SECRETARIAT

PARLIAMENT HOUSE ANNEXE,
NEW DELHI – 110 001.

Dated the 15th September, 2016
Bhadrapada 24, 1938 (Saka)

RECRUITMENT AND CONDITIONS OF SERVICE ORDERS
No.PDA-1346/2016

Subject: Methods of Recruitment and Eligibility conditions for appointment to the posts: Joint Secretary in the Lok Sabha Secretariat.

In exercise of powers conferred under Rules 4(2) and 5 of the Lok Sabha Secretariat (Recruitment and Conditions of Service) Rules, 1955, the Speaker is pleased to make the following Order amending the R&CS Order No.PDA-903/96 dated 19th October, 1996 as amended from time to time:-

ORDER

1. Short title and commencement

(i) This Order may be called the Lok Sabha Secretariat (Method of Recruitment and Qualifications for Appointment) Amendment Order, 2016.

(ii) It shall come into force with effect from 9th September, 2016.

2. Amendment

A. In the SCHEDULE, against the eligibility conditions for appointment to the post of Joint Secretary by transfer on deputation basis, the following shall be substituted:-

"FOR TRANSFER ON DEPUTATION

By selection from amongst:

1. Officers belonging to All India Services/Central Services holding posts of Joint Secretary or equivalent in Level 14 in the Pay Matrix (Provisional) [Rs.37400-67000(PB-4) and Grade Pay Rs.10000 (pre-revised)] OR officers of these services who have been approved for appointment as Joint Secretaries by the respective Cadre Controlling Authorities

OR

Officers belonging to All India Services/Central Services holding posts of Director or equivalent in Level 13 in the Pay Matrix (Provisional) [Rs.37400-67000(PB-4) and Grade Pay Rs.87000 (pre-revised)] with a minimum of five years services in the grade.

......2/-
2. Officers of the State Legislature Secretariats holding posts comparable to that of Joint Secretary in Government of India, that is, in Level 14 in the Pay Matrix (Provisional) [Rs.37400-67000(PB-4) and Grade Pay Rs.10000 (pre-revised)] OR Officers of these Secretariats who have been approved for appointment to the said posts on the said scales by their respective Cadre Controlling Authorities.

OR

Officers of the State Legislature Secretariats holding posts comparable to that of Director in Government of India, that is, in Level 13 in the Pay Matrix (Provisional) [Rs.37400-67000(PB-4) and Grade Pay Rs.8700 (pre-revised)] with a minimum of five years services in the grade.

The period of transfer on deputation shall not ordinarily exceed three years."
F.No.23/22/2015/AN-I.

Copy to:-

1. The Pay & Accounts Officer, Lok Sabha.
2. The DGACR, Concurrent Audit (P) Branch.
3. All Officers.
4. All Branches.

Dated the 15th September, 2016
Bhadrapada 24, 1938 (Saka)

(P.C.KOUL)
JOINT SECRETARY
CIRCULAR

No. F.11(3)/CED(II)/86/Pt.VI/RK/2019/1084
Dated: 31.08.2019

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.
Commissioner, Deputy Commissioner, Addl. Dy. Commissioner/Jt. Assessor
& Collector, Asstt. Commissioner/Dy. Assessor & Collector and
Administrative Officer/AA&C on deputation basis in the North DMC.

Sirs/Madams,

Kindly refer to this Office Circular No. F.11(3)/CED(II)/86/Pt.VI/RK/2019/4837
dated 06.02.2019, No. F.11(3)/CED(II)/86/Pt.VI/RK/2019/503 dated 29.05.2019 and No.
F.11(3)/CED(II)/86/Pt.VI/RK/2019/916 dated 12.07.2019 (copy enclosed) on the subject
cited above, I am directed to say that date for receipt of applications from suitable officers
for the abovementioned post(s) has been extended upto 31.08.2019. All the willing
officers/officials must send their applications alongwith ACRs for the preceding 05 years,
integrity Certificate, Vigilance Clearance & Cadre Clearance latest by 31.08.2019 in this
office to scrutinize their applications. An advance copy may also be emailed at director-
ndmc@mcd.gov.in & admnofficer2mcd@gmail.com.

This may kindly be given PRIORITY.

Encl:- As above

(Raminder Singh)
Asstt. Commissioner/Estt.

Copy to:

1. S.O.1/ (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.

(Raminder Singh)
Asstt. Commissioner/Estt.
No.F.11(3)/CED(II)/86/Pt.VI/RK/2019/916

Dated: 2.07.2019

CIRCULAR

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.
Commissioner, Deputy Commissioner, Addl. Dy. Commissioner/It. Assessor
& Collector, Asstt. Commissioner/Dy. Assessor & Collector and
Administrative Officer/AA&C on deputation basis in the North DMC.

Sir/Madam,

Kindly refer to this Office Circular No. F.11(3)/CED(II)/86/Pt.VI/RK/2019/4837
dated 06.02.2019 and No. F.11(3)/CED(II)/86/Pt.VI/RK/2019/503 dated 29.05.2019
(copy enclosed) on the subject cited above, I am directed to say that date for receipt of
applications from suitable officers for the abovementioned post(s) has been extended upto
31.07.2019. All the willing officers/officials must send their applications alongwith ACRs
for the preceding 05 years, Integrity Certificate, Vigilance Clearance & Cadre Clearance
latest by 31.07.2019 in this office to scrutinize their applications. An advance copy may also
be emailed at directorp-ndmc@mcd.gov.in & adminofficer2mcd@gmail.com.

This may kindly be given PRIORITY.

Encl:- As above

(Raminder Singh)
Asstt. Commissioner/Estt.

Copy to:

3. S.O.-I/ (CED) with the request to upload the same on the website of North DMC.
4. Addl. Director (IT) with the request to upload the same under the head ‘Vacancies on
deputation’ on the website of North DMC.

(Raminder Singh)
Asstt. Commissioner/Estt.
NORTH DELHI MUNICIPAL CORPORATION
Central Establishment Department
13th Floor, Dr. S.P. Mukherjee Civic Centre,
New Delhi - 110 002.

No.F.11(3)/CED(II)/86/Pt.VI/RK/2019/503
Dated: 05.05.2019

CIRCULAR

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.
Commissioner, Deputy Commissioner, 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,

Kindly refer to this Office Circular No. F.11(3)/CED(II)/86/Pt.VI/RK/2019/4837
dated 06.02.2019 (copy enclosed) on the subject cited above, I am directed to say that date
for receipt of applications from suitable officers for the abovementioned post(s) has been
extended upto 12.07.2019. All the willing officers/officials must send their applications
alongwith ACRs for the preceding 05 years, Integrity Certificate, Vigilance Clearance &
Cadre Clearance latest by 12.07.2019 in this office to scrutinize their applications. An
advance copy may also be emailed at directorp-ndmc@mcd.gov.in &
adminofficer2mcd@gmail.com.

This may kindly be given PRIORITY.

Encl:- As above

(Raminder Singh)
Asstt. Commissioner/Estt.

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.

(Raminder Singh)
Asstt. Commissioner/Estt.

Sir/Madam,

I am directed to say that for the post of Addl. Commissioner In PB-4, Rs. 37400-67000 + G.P. 10,000, Deputy Commissioner In PB-4, Rs. 37400-67000 + G.P. 8700/-, Addl. Dy. Commissioner, Asstt. Assessor & Collector In PB-3, Rs. 25600-39200 + G.P. 7600, Assistant Commissioner/Asstt. Assessor & Collector In PB-4, Rs. 25600-39200 + G.P. 6600 and Administrative Officer/Asstt. Assessor & Collector In PB-3, Rs. 25600-34800 + G.P. 5600 are vacant due to inter-changing of officers and required to be filled up on deputation basis in North Delhi Municipal Corporation. Therefore, fresh applications are invited for the above mentioned posts meeting the following eligibility criteria.

1. As per provisions to the post of Addl. Commissioner, Officers of the Indian Administrative Service or other All India Service or Central Services (Group 'A') holding the analogous post in PB-4, Rs. 37400 - 67000 + G.P. 11,000/- or 3 years service in the Grade Pay of 37000/- are eligible for the post.

2. As per provisions to the post of Deputy Commissioner, Officers holding the analogous post in PB-4, Rs. 37400 - 67000 + G.P. 11,000/- or Officers of the IAS with 3 years' service as section officers of Central Services Group 'A' with 3 years service in posts in the scale of Rs. 25600 - 39200 will be eligible for the post.

3. As per provisions to the post of Asstt. Commissioner/Asstt. Assessor & Collector, Officers holding the analogous post in PB-4, Rs. 25600 - 39200 + G.P. 7600/- or 3 years service in the Grade Pay of 6600/- are eligible for the post.

4. 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 8 of Rs. 9300-34800 + G.P. of Rs. 5400/-.
5. As per notified RRs to the post of Administrative Officer / Assistant Assessor & Collector,

Offices under the Central Govt./State Govt.

(a) (i) Holding analogous posts on regular basis in the parent cadre or department;

(ii) With 2 years service in the grade rendered after appointment thereto on a regular basis in the Pay Band-2 Rs. 5200-34800 + G.P. Rs. 4600/- or equivalent in the parent cadre/department;

(iii) With 3 years service in the grade rendered after appointment thereto on a regular basis in the Pay Band-2 Rs. 5200-34800 + Grade Pay Rs. 4600/- or equivalent in the parent cadre/department;

(b) Possessing qualifications and experience prescribed for direct recruit i.e. Degree from recognized University and 3 years experience in Government and Valuation Department or Administrative experience in responsible position.

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 appointment of the said posts shall be applicable, including, the office of preparation and appointment.

6. It is therefore requested that the names of suitable and willing officers along with their application (Specimen enclosed), Biodata, AAO 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 the office of

Assistant Commissioner (Estt.),
North Delhi Municipal Corporation,
12th Floor, Dr. S. K. Tandon Nukherjee Civic Centre,
New Delhi-110002

A hard copy of the application may be delivered at the given address and also by email at comm.ofc.1@ndmc.gov.in.

7. All the Official/Offerers who had earlier applied for the above-mentioned post(s) in response to this office (Circular No. FD/(III)/CED/III/2019/00530 dated 2011-2019) may do so again.

8. This may kindly be given PRIORITY.

[Signature]

(Pankaj Kummar Sharma)
Assistant Commissioner (Estt.)

End: As above

Copy to:

1. S.O./4(CED) with the subject to upload the same on the website of North DMC.
2. Addl. Director (DD)/L/ with the subject to upload the same under the head ‘Vacancies on deputation on the website of North DMC.

[Signature]

(Pankaj Kummar Sharma)
Assistant Commissioner (Estt.)

1. Name & Address
2. Father/Husband's Name
3. Date of Birth (DD/MM/YYYY)
4. Date of Deceased under
   Central/State/ Civil/ Other:
5. Nationality
6. Male/Female
7. Marital Status
8. Whether Belong to SC/ ST/ OBC
9. Present/ Permanent Address
   Present:
   Permanent:
   Phone No:
10. Position to which applied for:
    (a) Name of the post
    (b) Date from which appointed
    (c) Pay Scale (if applicable)

11. Educational Qualification:
    | SN | Qualification | Subject | Year of passing/Division | Institute |
    |----|--------------|---------|-------------------------|----------|

12. Experience & Employment Details (attach extra sheet if required):
    | SN | Post Held | Qualification | Period | Pay Scale | Nature of Duties |
    |----|-----------|--------------|--------|-----------|-----------------|

UNDERTAKING

I hereby affirm that the above information submitted is correct to the best of my knowledge & belief and I undertake that in the event of my selection for the above post, I will not withdraw my candidature and join the post when offered.

Signature of the candidate
Phone/Contact No.

Dated:

List of enclosures