

11786 / MISC / 16 / 280



सत्यमेव जयते

S.M. Vijayanand
Chief Secretary

अपर सचिव

एवं

भारत के महारजिस्ट्रार एवं जनगणना आयुक्त

गृह मंत्रालय

भारत सरकार

Additional Secretary

and

Registrar General & Census Commissioner, India

Ministry of Home Affairs

Government of India

D.O. No.1/13/2007-Ad-III/1256

31st October, 2016

Dear Shri S.M. Vijayanand,

Kindly refer to Establishment Officer & Additional Secretary, DOP&T's D.O. No.31/14/2016-EO(MM-I) dated 24.05.2016 addressed to all the Chief Secretaries requesting to send the panel of names of the IAS officers of requisite seniority, for appointment as Director of Census Operations/Director of Citizen Registration in your state, to their office, at the earliest (copy enclosed for ready reference).

2 As mentioned in above letter, out of 30 posts of Director of Census Operations/Director of Citizen Registration created for Directorate of Census Operations in India, one post in Kerala & Lakshadweep state is required to be filled by Selection Grade of IAS in the rank of Director (Pay Scale of PB 4 + 8700/- GP) to the Government of India. The officers belonging to the Selection Grade/Junior Administrative Grade appointed to the aforesaid posts shall be entitled to draw Central (Deputation on Tenure) Allowance as provided in Schedule-III-C to the IAS (Pay) Rules, 1954 as amended from time to time.

3. The duties assigned to the post of Director of Census Operations/Director of Citizen Registration include effective supervision, coordination and maintaining good liaison with District Collectors, Head of departments and Senior Officers of the State Governments/Union Territories wherever appointed. The officers must be of proven ability with adequate district and administrative experience and also be of sound health and physically fit as their work involves extensive touring and an active regimen.

4. I shall be grateful if you could then kindly send a panel of names of suitable officer (3 to 4) of the Indian Administrative Service from your cadre of the requisite seniority for being considered for appointment as Director of Census Operations/Director of Citizen Registration in your state.

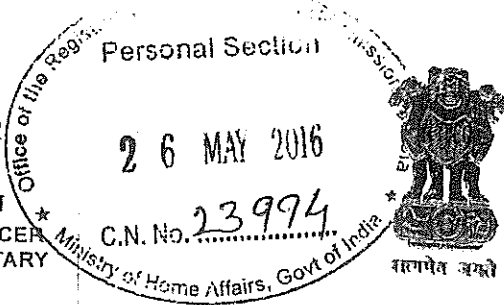
With regards,

Yours sincerely,

(Sailash)

Shri S.M. Vijayanand
Chief Secretary
Government of Kerala,
Govt. Secretariat,
Thiruvananthapuram – 695001.

राजिव कुमार
RAJIV KUMAR
स्थापना अधिकारी
और अतिरिक्त सचिव
ESTABLISHMENT OFFICER
& ADDITIONAL SECRETARY
Tel. : 23092370
Fax : 23093142



भारत सरकार
कार्मिक और प्रशिक्षण विभाग
कार्मिक, लोक शिकायत तथा पेंशन मंत्रालय
नॉर्थ ब्लॉक, नई दिल्ली - 110001
GOVERNMENT OF INDIA
DEPARTMENT OF PERSONNEL & TRAINING
MINISTRY OF PERSONNEL, PUBLIC GRIEVANCES
AND PENSIONS
NORTH BLOCK, NEW DELHI - 110001
Dated: 24.5.16

D.O. No. 31/14/2016-EO(MM-I)

Dear Sir / Madam

This is regarding filling up posts of Director of Census Operations (DCO)/Director of Citizen Registration (DCR). The Registrar General & Census Commissioner, India, Ministry of Home Affairs has requested this Office for appointments of DCOs/DCRs to head the Directorate of Census Operations and Citizen Registrations in the States/UTs. The Registrar General and Census Commissioner has requested that a panel of names of suitable officers (three to four) of the IAS from the cadre, of the requisite seniority may be recommended by the State for being considered for appointment to 24 posts at Director level and 6 posts at Deputy Secretary level (Annexure I). While suggesting a panel of names, you are requested to furnish the following particulars:-

- Experience of the officers concerned;
- Post(s) held by them;
- Their present emoluments;
- Any facts or qualification which would make the officer particularly suitable for the post and;
- Up-to-date CR dossiers of the officers (last 5 years).

2. The DCOs/DCRs are required to be filled by Selection Grade/Junior Administrative Grade officers of the IAS eligible for appointment in the rank of Director/Deputy Secretary to the Govt. of India. The officers belonging to the Selection Grade/Junior Administrative Grade appointed to the post shall be entitled to draw Central (deputation on tenure) allowance as provided in Schedule (iii)(c) to the IAS (Pay) Rules, 1954 as amended from time to time.

3. The duties assigned to the post of DCOs/DCRs include effective supervision, coordination and maintaining good liaison with District Collectors, Head of Departments and Senior Officers of the State Government/Union Territories wherever appointed. The officers must be of proven ability with adequate district and administrative experience and also be of sound health and physically fit as their work involves extensive touring and an active regimen.

4. Further some special dispensations are available to the officers appointed on these posts, which are as below:

- The post is to be filled under the Central Staffing Scheme.
- Only half the period spent on the post would be counted as Central deputation under the CSS as long as the officer is holding the post on full time basis and not on additional charge basis
- Officers working on the post may apply for Central deputation before their term as DCO is over subject to the RGI's NOC being available, without the requirement of any further cadre clearance, subject to the ceiling of total stay away from the cadre of 7 years as in done in the case of officers in LBSNAA.
- Where an officer working as DCO is repatriated on the request of the State Govt. before the completion of his tenure, no extended cooling off will be imposed on the officer.
- After three years as DCO an officer may revert to his cadre with the NOC of the RGI and the approval of the ACC. In such case extended cooling off will not be imposed.

5. You are requested to send the panel of names of the IAS officers of requisite seniority, for appointment as DCOs/DCRs in your State, to this office, at the earliest, for taking further necessary action in the matter.

6. A copy of letter dated 4th April, 2016 from the Registrar General and Census Commissioner, India is enclosed for reference.

with regards
Yours faithfully,
(Signature)
(Rajeev Kumar)

To,
Chief Secretaries (As per list)

Copy to
✓ Shri Sailesh, Registrar General & Census Commissioner, India, Ministry of Home Affairs w.r.t. D.O. No. A-24011/49/2015-Ad.-III dated 4th April, 2016.

सूचना
का अधिकार

(Signatures and stamps)
26/5/16
27/5/16
31/5/16
30/5/16
A-24011/49/2015-Ad.-III

12047/misc/16/CSO

F. No.190201/1/2014-PR
Government of India
Ministry of Finance
Department of Financial Services

2nd Floor, Jeevan Deep Building,
Parliament Street, New Delhi
Dated 7th November, 2016

To,

1. The Cadre Controlling Authorities of All India Services / Central Services Group-A.
2. Chief Secretaries of all State Governments and UTs and UT Administration.
3. I.B.A., Life Insurance Council, General Insurance Council, Insurance Institute of India, National Insurance Academy, Institute of Actuaries of India, C.I.I., ASSOCHAM, PHDCCI, IIMs, IRDA, SEBI, RBI, ICAI, FMC.

Subject: Inviting applications for the post of Whole-time Member (Finance) in Pension Fund Regulatory and Development Authority (PFRDA) New Delhi.

Sir,

The Government of India proposes to fill the post of Whole-time Member (Finance) in the Pension Fund Regulatory and Development Authority (PFRDA), New Delhi. The Whole-time Member, PFRDA, is entitled to a consolidated salary of Rs. 3.75 lakh per month without facility of house and car.

2. The Whole-time Member, PFRDA, shall hold office for a term of 5 years from the date on which he enters upon his office as a Whole-time Member provided that no Whole-time Member shall hold office after attaining the age of 62 years. The terms and conditions of pay, DA, CCA, TA, and Pension etc. shall be governed by the PFRDA (Salary and allowances Payable to, and Other Terms and Conditions of Service of Chairperson and Whole-time Members) Rules, 2014. The applicant should have a minimum of two years of potential service as on the last date of submission of applications i.e. age should not exceed 60 years on that date.

3. Applicant must be:

- (1) Person of ability, integrity and standing with knowledge and experience of finance.
- (2) Have at least 15 years of experience in finance leading to a senior position in the organisation concerned and shall be a person who is or has been:
 - a) A government servant and has worked as Joint Secretary in the Government of India or as Additional / Special Secretary in a State Government for at least three years;
 - b) A public sector official and has worked at least at one level immediately below the Board level for at least three years;
 - c) An officer in a regulatory body and has worked as Executive Director or equivalent for at least three years;
 - d) A private sector employee and has worked at the level of a functional head for at least five years in a company having an annual turnover of Rs.1000 crore or more; and
 - e) From Academics and has worked at least five years as a Professor in the Department or faculty of a University

4. Applications on the enclosed pro-forma, clearly demonstrating eligibility against each requirement, along with one passport size photograph, should be sent in closed cover super-scribed with the words "Application for the post of Member (Finance), PFRDA" which should reach the address given below by 5.30 PM on 7th December, 2016. Government / public / regulatory sector applicants must forward the applications through their Head of Department / proper channel. Advance copies of applications may,

सेवा में,

1. अखिल भारतीय सेवाओं/केन्द्रीय सेवाओं के 'क' संवर्ग के नियंत्रक प्राधिकारी।
2. सभी राज्य सरकारों/संघ राज्य क्षेत्रों और संघ राज्य प्रशासन के मुख्य सचिव।
3. आईबीए, जीवन बीमा परिषद, साधारण बीमा परिषद, भारतीय बीमा संस्थान, राष्ट्रीय बीमा अकादमी, इंस्टीट्यूट आफ एक्चूअरी आफ इंडिया, सीआईआई, एसोचैम, पीएचडीसीसीआई, आईआईएम, आईआरडीए, सेबी, आरबीआई, आईसीएआई, एफएमसी।

विषय: पेंशन निधि विनियामक और विकास प्राधिकरण (पीएफआरडीए),- नई दिल्ली में पूर्णकालिक (वित्त) सदस्य के पद के लिए आवेदन आमंत्रित करना।

महोदय,

भारत सरकार, पेंशन निधि विनियामक और विकास प्राधिकरण (पीएफआरडीए), नई दिल्ली में पूर्णकालिक (वित्त) सदस्य के पद को भरने का प्रस्ताव करती है। पीएफआरडीए के पूर्णकालिक सदस्य बिना आवास और कार की सुविधा के 3.75 लाख रुपए प्रतिमाह का समेकित वेतन पाने के हकदार होंगे।

2. पीएफआरडीए के पूर्णकालिक सदस्य का कार्यकाल कार्यभार ग्रहण करने की तारीख से पांच वर्ष की अवधि के लिए बशर्ते कि कोई भी पूर्णकालिक सदस्य 62 वर्ष की आयु के पश्चात कार्यभार ग्रहण नहीं करेगा। डीए, सीसीए, टीए और पेंशन आदि की शर्तों और निबंधनों का निर्धारण पीएफआरडीए (अध्यक्ष एवं पूर्णकालिक सदस्यों को देय वेतन एवं भत्ते तथा अन्य निबंधन एवं शर्तें) नियमावली, 2014 के द्वारा अभिशासित होगा। आवेदन प्रस्तुत करने की अंतिम तारीख को आवेदक की कम से कम 2 वर्ष की सेवा शेष होनी चाहिए अर्थात् आवेदन प्रस्तुत करने की अंतिम तारीख को आवेदक की आयु 60 वर्ष से अधिक न हो।

3. आवेदक में निम्नलिखित पात्रता होनी चाहिए:-

- (1) योग्यता, निष्ठा और वित्त का ज्ञान तथा अनुभव,
- (2) वित्त संबंधी कार्य में कम से कम संबंधित संगठन में वरिष्ठ पद व 15 वर्ष का अनुभव हो और ऐसे व्यक्ति होंगे जो:
 - (क) सरकारी सेवक रहा हो और भारत सरकार में संयुक्त सचिव के पद पर कार्य किया हो या राज्य सरकार में कम से कम 3 वर्ष के लिए अपर/विशेष सचिव के रूप में कार्य किया हो;
 - (ख) सार्वजनिक क्षेत्र का अधिकारी रहा हो और कम से कम 3 वर्ष के लिए बोर्ड से एक स्तर नीचे काम किया हो;
 - (ग) नियामकीय निकाय में अधिकारी रहा हो और कम से कम 3 वर्ष के लिए कार्यपालक निदेशक या समान पद पर कार्य किया हो;
 - (घ) 1000 करोड़ रुपए या उससे अधिक की वार्षिक टर्नओवर वाली गैर-सरकारी क्षेत्र की किसी कंपनी में कम से कम 5 वर्ष के लिए कार्यशील प्रमुख के स्तर पर कार्य किया हो; और
 - (ङ.) शिक्षा के क्षेत्र से हो और विश्वविद्यालय के विभाग या संकाय में प्रोफेसर के रूप में 5 वर्ष कार्य किया हो।

4. एक पासपोर्ट आकार के फोटोग्राफ सहित संलग्न प्रारूप में, प्रत्येक आवेदन से संबंधित योग्यता को स्पष्टतया दर्शाते हुए आवेदन एक बंद लिफाफे में जिस पर "पीएफआरडीए के सदस्य 'वित्त' के पद हेतु आवेदन" लिखा हो, नीचे दिए गए पते पर 07 दिसम्बर, 2016, सायं 5.30 बजे तक पहुंच जाने चाहिए। सरकारी/सार्वजनिक/विनियामकीय क्षेत्र

never, be submitted in anticipation of obtaining necessary approvals. The application must be accompanied with:

- a) Duly attested Annual Confidential Reports of the last five years;
- b) Integrity Certificate;
- c) Vigilance clearance certification that no disciplinary proceedings or criminal proceeding are either pending or contemplated against the officer concerned;
- d) List of major minor penalties, if any, imposed on the candidate and, otherwise, a certificate confirming that no penalty has been imposed on the officer during service.

Non-Government non-public sector / non regulatory sector applicants may provide equivalent documents to the ones listed above, as applicable to their organizations.

5. The selected candidate shall be required to resign/ retire from and be relieved from his / her current employment before joining the post. Restrictions on re-employment as prescribed, after tenure as Whole-time Member, PFRDA, would apply. Fiduciary declaration is required from every whole-time member on or before his appointment as such. He has to declare on an affidavit the particulars of previous employment and shareholding in any regulated entity referred to in section 7 of the PFRDA Act and previous or present employment of his spouse, dependent children and parents and the particulars of any shareholding of his spouse, dependent children and parents in any regulated entity at any time during his tenure as such as per the provisions of Rule 6 of the PFRDA (Salary and Allowances Payable to, and Other Terms and Conditions of Service of, Chairperson and Whole-time Members) Rules, 2014.
6. The selected candidate must join within 30 days from the date of offer of appointment. The period would be extendable for a further period of 15 days on the request of the candidate subject to approval of competent authority. If the selected candidate fails to join even after the notice or submits unwillingness, he / she shall be debarred from consideration for appointment in all Autonomous Bodies / Statutory Bodies/ Regulatory Bodies for a period of three years.
7. The applications shall be screened by a screening committee and candidates meeting the eligibility criteria shall be shortlisted for an interaction with the Selection Committee, which will make a recommendation(s) to the Government for the appointment. The decisions/ recommendations of the screening selection committee shall be final.
8. Incomplete applications or applications received after the due date will not be considered. Advance copies of applications may, however, be submitted in anticipation.
9. The Government retains the right to resolve / remove difficulties experienced in the course of this process.
10. Application material for the post may also be downloaded from the Department of Financial Service's website <http://www.financialservices.gov.in>.

Shri Prabhu Dayal,
Under Secretary to the Government of India
Department of Financial Services,
Ministry of Finance, Government of India,
Room No. 1, 2nd Floor, Jeevan Deep Building,
Parliament Street, New Delhi 110001
Tele No. 01123748760
Email pensec-dfs@nic.in

Yours faithfully,



(Prabhu Dayal)
Under Secretary to the Government of India
Tele No. 23748760
Email pensec-dfs@nic.in

पेंशन निधि विनियामक तथा विकास प्राधिकरण में पूर्ण-कालिक सदस्य (वित्त) के पद के लिए आवेदन

1. अभ्यर्थी का नाम :
2. जन्मनिधि (ईसा संवत्) और वस्तुविक आयु दिनांक 07.12.2016 को:
3. वर्तमान धारित पद :
4. जिस सेवा से है (यदि कोई हो) :
5. वर्तमान वेतन और वेतनमान :
6. पत्राचार का पूर्ण पता, दूरभाष और ई-मेल:
(स्थायी पता) :
(वर्तमान पता पत्राचार के लिये) :
ई-मेल :
दूरभाष आवास :
कार्यालय :
मोबाईल :
7. शैक्षणिक योग्यता (यूनिवर्सिटी/संस्थान पास करने का वर्ष, श्रेणी, अंक आदि के विवरण सहित)
i. शैक्षणिक :
ii. व्यावसायिक :

8. अनुभव का व्यौरा और संक्षिप्त सेवा विवरण

| क्र.सं. | पदनाम/पद (नियमित/तदर्थ) और नाम/संगठन का संपर्क विवरण | से तक | वेतनमान और मूल वेतन | कार्य का स्वरूप | टिप्पणी/इस पद के लिए संगत कोई अन्य जानकारी |
|---------|---|----------|------------------------|--------------------|---|
|---------|---|----------|------------------------|--------------------|---|

9. आवेदन के समर्थन में कोई अन्य जानकारी।

आवेदक के हस्ताक्षर

दिनांक

संलग्नक: शैक्षणिक/व्यावसायिक प्रमाण-पत्रों की अतिप्रमाणित प्रतियां और वर्णित संगठन में रोजगार के उपयुक्त माध्यम, आयु का प्रमाण।

12233/misc/116/CSO

Date: 15.11.2016

A44
C/Secy

To : "PNDPWTRYM"
From : "PNDPWJSLAT"
Received On : "11/15/2016 5:38:19 PM"
Message ID : "PNDPWJSLAT 680"
Subject : NR 160-191 CR 500
Priority : "ORDINARY"
MessageType : "Normal"

E-1012289/16

Message:

TKS CO DE NR OE ZATA NR 160-191 CR 500

TO: THE CHIEF SECRETARIES
ALL THE STATES GOVTS./
ADMINISTRATION OF UNION TERRITORIES

FROM JOINT SECY, MINISTRY OF PERSONNEL, PUBLIC GRIEVANCES AND
PENSIONS

(DEPARTMENT OF PERSONNEL AND TRAINING) NORTH BLOCK NEW
DELHI

NO.24011/01/2016-ESTT(B) 15.11.2016 UNC

APPLICATIONS ARE INVITED FROM SUITABLE AND ELIGIBLE PERSONS FOR
SELECTION TO THE POST OF MEMBER, STAFF SELECTION COMMISSION
(SSC), NEW DELHI AT JOINT SECY LEVEL IN PAY SCALE PB-4RS
37400-67000 PLUS GRADE PAY OF RS.10,000/- (PRE-REVISED) ON DEPUTATION
BASIS. (A COPY OF THE VACANCY CIRCULAR IS AVAILABLE ON THE DOP'S
WEBSITE <http://persm.in.gov.in>) THE ELIGIBILITY CRITERIA ARE IN THE
ANNEXURE-I () THE APPLICATION FORMAT IS IN ANNEXURE-II () THIS MAY
PLEASE BE GIVEN WIDE PUBLICITY UNDER YOUR ADMINISTRATIVE
CONTROL () IT IS REQUESTED THAT THE APPLICATIONS OF ELIGIBLE AND
INTERESTED PERSONS, COMPLETE IN ALL RESPECTS MAY BE
FORWARDED TO SHRI M.SELVAKUMAR, SECTION OFFICER (ESTT-B),
MINISTRY OF PERSONNEL, PUBLIC GRIEVANCES AND PENSIONS
(DEPARTMENT OF PERSONNEL AND TRAINING), ROOM NO.215-C, NORTH
BLOCK NEW DELHI-110001 ON OR BEFORE 27TH DECEMBER, 2016
APPLICATIONS RECEIVED AFTER THE DUE DATE WILL NOT BE
CONSIDERED.

100/THL 16.30/15 SD BY GSB

No. V.IV/575/21/2016
Government of India
Ministry of External Affairs
CPV Division

Patiala House Annexe,
Tilak Marg, New Delhi-110001,
Dated: 01.11.2016

VACANCY CIRCULAR

The Ministry of External Affairs (CPV Division) intends to fill the following posts in Passport Offices at stations indicated below amongst officers under the Central Government including officers of All India Services / Central Secretariat Service in the Ministries / Departments of the Government of India, on deputation basis:-

| Post | Number of Posts & Name of Passport Office | Scale of Pay | Eligibility |
|---|---|---|---|
| Deputy Passport Officer (DPO) | 3 (Three): 1 Post – Passport Office, Bangalore 1 Post- Kozhikode, 1 Post- Passport Office, Madurai | Pay Band 3, Rs. 15,600- 39,100 + Grade Pay Rs. 6,600/- (Pre-revised) | Officers under the Central Government including officers of All India Services: (a) (i) holding analogous Posts on regular basis in the parent cadre or department; or (ii) with five years' service in the Grade rendered after appointment thereto on a regular basis in posts in Pay Band-3 (Rs. 15,600-39,100) and Grade Pay of Rs. 5,400 (Pre-revised) or equivalent in the Parent cadre or Department; and (b) possessing the following educational qualification and experience: (i) Bachelor's degree from a recognized University in India or Association of Indian Universities recognized degrees of foreign Universities; (ii) One year experience in passport or Consular or Emigration or Administration or Finance or Accounts or Vigilance work. |
| Assistant Passport Officer (APO) | 3 (Three): 1 Post – CPO Hqr (CPV Division, New Delhi). 1 Post – Passport Office, Srinagar 1 Post – Passport Office, Vijayawada. (Pre-revised) | Pay Band 3, Rs. 15,600- 39,100 + Grade Pay Rs5,400/- (Pre-revised) | Officers under the Central Government including officers of All India Services: (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 |

| | | | |
|--|--|--|--|
| | | | <p>regular basis in posts 2(Rs.9300-34,800 and Grade Pay of Rs. 4800 (Pre-revised) or equivalent in the parent cadre or Department; or</p> <p>(iii) with three year's service in the Grade rendered after appointment thereto on a regular basis in posts in Pay Band-2(Rs. 9300-34800 and Grade Pay of Rs. 4600 (Pre-revised) or equivalent in the parent cadre or Department; and</p> <p>(b)possessing the following educational qualifications and experience:</p> <p>(i) Bachelor's degree from a recognized University in India or Association of Indian Universities recognized degrees of foreign Universities;</p> <p>(ii) One year experience in passport or Consular or Emigration or Administration or Finance or Accounts or Vigilance work.</p> |
|--|--|--|--|

Note 1: 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, deputationists shall not be eligible for consideration for appointment by promotion.

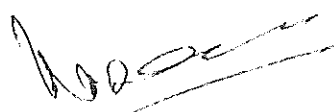
Note 2: Period of deputation including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organization or department of the Central Government shall ordinarily not to exceed three years.

Note 3: The maximum age limit for appointment by deputation shall not be exceeding **fifty six** years as on the closing date of receipt of applications.

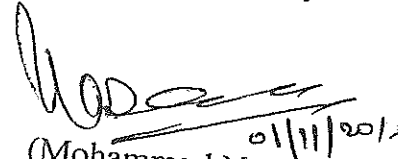
Note 4: For the purpose of appointment on deputation basis, the service rendered on a regular basis by an officer prior to the 1st January, 2006 or the date from which the revised pay structure based on the Sixth Central Pay Commission recommendations has been extended, shall be deemed to be service 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 post for which that grade pay or pay scale is the normal replacement grade without any upgradation

2 The selected officers will be on deputation for a period of **three years** initially which can be curtailed or extended further, depending upon the requirement, and with the consent of the officer and approval of the lending department. The usual deputation terms will apply. The DPO/APO can be posted any of the PSK falling under the jurisdiction of respective Passport Offices.

3. All Ministries/Departments of Government of India are requested to circulate the above posts among the officers under the Central Government including officers of All India Services/ State Government, working with them and forward the application (in prescribed pro forma **Annexure A**)



and interested officers, along with their dossiers and a certificate to the effect that they are from vigilance angle, to the undersigned by 1 December, 2016.


(Mohammad Naseem)

Deputy Passport Officer (PVA)
Ph. No. 011-23388648

To,

1. All Ministries/ Department of Government of India
2. All Chief Secretaries to the State Governments.

Copy to:-

1. Ministry of External Affairs-[Kind attn to : Joint Secretary (Admn)].
2. Director (XP), Ministry of External Affairs, Shastri Bhawan, New Delhi- **with the request to upload this circular on the MEA's website.**
3. Director(PSP), Ministry of External Affairs, CPV Division, New Delhi- **with the request to upload this circular on the Passport Seva website**
4. Director (CS), DoPT, Lok Nayak Bhawan, Khan Market, New Delhi- **with the kind request to upload this circular on DoPT's website for wider circulation.**
5. All Passport Offices.
6. Branch Secretariat at Chennai, Kolkata, Guwahati, Hyderabad.
7. Spokesman, JCM, MEA, New Delhi.
8. O/o JS (PSP) & CPO, CPV Division, MEA, New Delhi.

ANNEXURE – A CURRICULAM VITAE PROFORMA

| | |
|--|---|
| 1. Name (in Block letters) | |
| 2. Applied for the post of | |
| (i) Place (Name of Station/s in order) | (1)..... (2)..... (3)..... |
| 3. Date of Birth (in Christian era) | |
| (i) Age as on 01.12.2016 [closing date of circular] | |
| 4. Date of retirement under Central/ State Government Rules | |
| 5. Educational Qualifications | |
| 6. Whether belongs to SC/ST | |
| 7. Educational qualifications and experienced possessed | |
| | |
| | Qualification/ Experience possessed by the officers |
| Essential | (1) |
| | (2) |
| | (3) |
| Desired | (1) |
| | |

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

| Office/ Institution | Post held | From | To | Grade Pay | Scale of Pay and Basic Pay | Nature of Duties (in details) |
|------------------------|-----------|------|----|--------------|----------------------------------|-------------------------------------|
| 1. | | | | | | |
| 2. | | | | | | |
| 3. | | | | | | |

9. Contact details:

(A) Present Add:-

.....
.....
.....

(i) Tel. No.

(ii) Mob. No.

(iii) E-mail-

.....
.....
.....

(B) Office Add(with office name):-

(i) Tel. No.

(ii) Mob. No.

(iii) E-mail-

.....
.....
.....

10. In case the present post is held
on deputation / contract basis, please state

(a) Name of Office / Organization
and address (with Tel. No.)

.....
.....

(b) The date of initial appointment

.....
.....

(c) Period of appointment on deputation

.....

(d) Name of the parent office / organization
to which you belong

.....

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

Signature of the candidate
Address.....

.....
.....
.....

Dated.....

.....

It is certified that Shri/Ms.....is clear from vigilance angle
and in case of selection, he/she will be relieved.

.....
(Signature of Head of Office with Seal)

No. V.IV/575/21/2016
Ministry of External Affairs
CPV Division

Patiala House Annexe,
Tilak Marg, New Delhi-110001,
Dated: 01.11.2016

VACANCY CIRCULAR

The Ministry of External Affairs (CPV Division) intends to fill the following posts in Passport Offices at stations indicated below amongst officers under the Central Government including officers of All India Services / Central Secretariat Service in the Ministries / Departments of the Government of India, on deputation basis:-

| Post | Number of Posts & Name of Passport Office | Scale of Pay | Eligibility |
|-----------------------|--|---|---|
| Passport Officer (PO) | 2 (Two): 1 Post – Passport Office, Bangalore 1 Post – Passport Office, Hyderabad | Pay Band-3, Rs. 15,600-39,100 + Grade Pay Rs. 7,600/- (Pre-revised) | Officers under the Central Government including officers of All India Services: (a) (i) holding analogous Posts on regular basis in the parent cadre or department; or (ii) with five years' service in the Grade rendered after appointment thereto on a regular basis in posts in Pay Band-3 (Rs. 15,600-39,100) and Grade Pay of Rs. 6,600 (Pre-revised) or equivalent in the Parent cadre or Department; and (b) Possessing the following educational qualification and experience: (i) Bachelor's degree from a recognized University in India or Association of Indian Universities recognized degrees of foreign Universities; (ii) One year experience in passport or Consular or Emigration or Administration or Finance or Accounts or Vigilance work. |

Note 1: The Departmental Officers in the feeder category who are in the direct line of will not be eligible for consideration for appointment on deputation. Similarly, deputation will not be eligible for consideration for appointment by promotion.

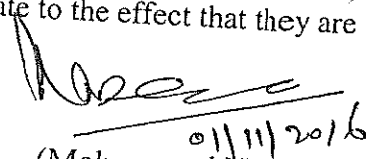
Note 2: Period of deputation including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organization or department of the Central Government shall ordinarily not to exceed three years.

Note 3: The maximum age limit for appointment by deputation shall not be exceeding **fifty six** years as on the closing date of receipt of applications.

Note 4: For the purpose of appointment on deputation basis, the service rendered on a regular basis by an officer prior to the 1st January, 2006 or the date from which the revised pay structure based on the Sixth 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 post for which that grade pay or pay scale is the normal replacement grade without any upgradation

2. The selected officers will be on deputation for a period of **three years** initially which can be curtailed or extended further, depending upon the requirement, and with the consent of the officer and approval of the lending department. The usual deputation terms will apply.

3. All Ministries/Departments of Government of India are requested to circulate the above posts among the officers under the Central Government including officers of All India Services/ State Government, working with them and forward the application (in prescribed pro forma **Annexure A**) of eligible and interested officers, along with their dossiers and a certificate to the effect that they are clear from vigilance angle, to the undersigned by **1 December, 2016**.


01/11/2016
(Mohammad Naseem)
Deputy Passport Officer (PVA)
Ph. No. 011-23388648

To,

1. All Ministries/ Department of Government of India
2. All Chief Secretaries to the State Governments.

Copy to:-

1. Ministry of External Affairs-[Kind attn to : Joint Secretary (Admn)].
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| 4. Date of retirement under Central/ State Government Rules | |
| 5. Educational Qualifications | |
| 6. Whether belongs to SC/ST | |
| 7. Educational qualifications and experienced possessed | |

| | | |
|-----------|-----|---|
| | | Qualification/ Experience possessed by the officers |
| Essential | (1) | |
| | (2) | |
| | (3) | |
| Desired | (1) | |
| | | |

Contd.....2

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

| Office/ Institution | Post held | From | To | Grade Pay | Scale of Pay and Basic Pay | Nature of Duties (in details) |
|------------------------|-----------|------|----|--------------|----------------------------------|-------------------------------------|
| 1. | | | | | | |
| 2. | | | | | | |
| 3. | | | | | | |

9. Contact details:

(A) Present Add:-

(i) Tel. No.

(ii) Mob. No.

(iii) E-mail-

(B) Office Add(with office name):-

(i) Tel. No.

(ii) Mob. No.

(iii) E-mail-

10. In case the present post is held
on deputation / contract basis, please state

(a) Name of Office / Organization
and address (with Tel. No.)

(b) The date of initial appointment

(c) Period of appointment on deputation

(d) Name of the parent office / organization
to which you belong

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

Signature of the candidate

Address.....

.....

.....

.....

Dated.....

.....

It is certified that Shri/Ms.....is clear from vigilance angle
and in case of selection, he/she will be relieved.

.....
(Signature of Head of Office with Seal)

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

Signature of the candidate

Address.....

.....

.....

.....

Dated.....

.....

It is certified that Shri/Ms.....is clear from vigilance angle and in case of selection, he/she will be relieved.

.....
(Signature of Head of Office with Seal)



LBSNAA

Lal Bahadur Shastri National Academy of Administration

SPEED POST/FAX

D.O.No. A-12011/14/2013-ADM

Dated: 16th November, 2016

Rajeev Kapoor, IAS

Director

Tel: 0135-2632289

E-mail: rkapoor.up@nic.in

Dear Sir,

Lal Bahadur Shastri National Academy of Administration (LBSNAA) has the mandate to conduct Foundation Training for all officers of Group 'A' Central Services and Induction Training of all IAS officers. This mandate has recently been expanded by entrusting the Academy with the responsibility to conduct Mid-Career Training Programme for IAS Officers.

The training programmes in the Academy – both Induction and In-service – are focused on practice and experience-sharing and are coordinated by Deputy Directors and Joint Directors who are on deputation from IAS. In this context, the quality of training – especially Induction Training – is largely dependent on having a capable team of JDs / DDs in the Academy. We need officers who have been successful administrators in the field, who have qualities of head and heart to inspire youngsters joining the service and who have an inclination to teach and train.

At present, we have two posts of Joint Directors which are likely to fall vacant w.e.f. 01.04.2017 and which need to be filled up urgently. These positions are a part of Central Staffing Scheme, but traditionally Government of India has been kind enough to approve the recommendation of Director, Academy for posting as JDs. In order to encourage the officers to opt for a stint at the Academy GOI has afforded certain benefits. Officers are entitled to a training allowance of 30% of the basic pay, are provided rent-free accommodation and are also given priority for nomination to long term foreign trainings sponsored by DoPT. In addition, only half of the time spent in the Academy is counted towards the central deputation tenure of 5 years which also enables officers to do a stint in a Ministry in Delhi during the deputation period.

This is to request you to circulate these vacancies amongst officers of the IAS of Joint Secretary level in Government of India. Officers who are interested may send a mail along with a brief CV to me or to Joint Director, Ms Jaspreet Talwar (jaspreet.talwar@ias.nic.in) so that we may organize an interaction of the concerned officer(s) with the Officer-trainees and / or faculty at the academy and proceed further in the matter. At that stage of selection, we would request your support by way of an NOC to GOI for the posting of the concerned officer to the Academy.

I am hopeful of your support in identifying and sponsoring of suitable officer (s) for the above positions

With regards,

Yours sincerely,

(Rajeev Kapoor)

Shri S.M.Vijayanand, IAS

Chief Secretary,

Government of Kerala,

Secretariat,

Thiruvananthapuram-695001

Lal Bahadur Shastri National Academy of Administration, Mussoorie - 248 179 (Uttarakhand) INDIA

EPABX : (0135) 2632374, 2632489, 2632405, 2632236, 2632367 Fax : (0135) 2632350, 2632720

Website : www.lbsnaa.ernet.in