GOVERNMENT OF INDIA
MINISTRY OF DEVELOPMENT OF NE REGION
NORTH EASTERN COUNCIL SECRETARIAT
NONGRIM HILLS, SHILLONG-793003

No. ADMN-12015(11)/6/2017-Admn Vol.1

To

As per list.

Sub :- Advertisement/Vacancy Circular for the post of Under Secretary (Planning) on
deputation basis in North Eastern Council Secretariat, Shillong.

Sir,

With reference to the subject cited above, the undersigned is directed to
enclose herewith a copy of the advertisement No.ADMN-12015(11)/6/2017-Admn Vol.1

Date : August, 2018

for the above mentioned post proposed to be filled up on deputation basis. This
advertisement/vacancy circular may please be widely circulated in your Organisation. This
advertisement is also being published in the Employment News shortly.

Applications of eligible and willing candidates may be forwarded to the Deputy
Secretary (Admn.) within 60 days from the date of publication of the advertisement in the
Employment News.

Yours faithfully,

(L. Beimphla)
Deputy Secretary (Admn.)
NEC Secretariat, Nongrim Hills,
Shillong : 793003
Ph. No. : 2522647
The North Eastern Council Secretariat is looking for the services of a suitable officer for filling up the post of Under Secretary (Planning) on deputation basis. The pay and other terms and conditions of deputation will be regulated in accordance with DOPT's O&M No.6/8/2009-Estt.(Pay-II) dt.17.06.2010 as amended from time to time. Cadre authorities/Heads of Departments are requested to forward applications of eligible and willing candidates whose services can be spared on deputation immediately on selection so as to reach the Deputy Secretary (Admin.) within 60 days from the date of publication of this advertisement in the Employment News. The details of post, eligibility criteria, job requirement, age limit, qualification and experience required for the post are indicated in Annexure-I below. The Application Forms/Curriculum Vitæ Proforma (Annexure-II) and other necessary details, the candidates are advised to visit and download from the NEC Website http://necouncil.gov.in.

**LIST OF ENCLOSURES TO BE ACCOMPANIED WITH THE APPLICATION.**

1. Application in the prescribed format – Annexure-II duly completed, signed by the candidate and countersigned by the Cadre/Appointing authority.

2. Attested copies of ACRs for the last 5(five) years duly attested on each page with seal by an officer in the rank of Under Secretary to the Government of India or equivalent.

3. Integrity Certificate.

4. Vigilance Clearance.

5. Major or minor penalty certificate for the last 10 years of his service.

6. A certificate to the effect that the particulars furnished by the candidate have been verified and found correct as per service records.

7. Cadre clearance certificate.

(L. Beinopha)
Deputy Secretary (Admin.)
NEC Secretariat,
Nongrim Hills, Shillong : 793003
Ph. No. : 2522647
### ANNEXURE – I

<table>
<thead>
<tr>
<th>(a) Name of the post</th>
<th>Under Secretary (Planning)</th>
</tr>
</thead>
<tbody>
<tr>
<td>(b) No. of post</td>
<td>1 (One)post</td>
</tr>
<tr>
<td>(c) Scale of pay</td>
<td>Rs.10000-325-15200/- (5th CPC)/ PB-3 Rs.15,600-39,000 + GP Rs.6,600/- (6th CPC) corresponding to level 11 of Pay Matrix of 7th CPC.</td>
</tr>
<tr>
<td>(d) Method of Recruitment and Eligibility Criteria.</td>
<td>Deputation</td>
</tr>
<tr>
<td>(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 the scale of pay of Rs.8000-13500 (5th CPC)/ PB-3 Rs.15,600-39,100 + Grade Pay Rs. 5,400/- (6th CPC) corresponding to level 10 of pay matrix of 7th CPC or equivalent in the parent cadre or department; and</td>
<td></td>
</tr>
<tr>
<td>(b) possessing the following educational qualifications and experience: (i) Master’s Degree in Statistics or Operations Research or Mathematics or Economics (with Statistics) or Commerce (with Statistics) from a recognised University or equivalent. (ii) Five year’s experience in the economic planning and formulation of development schemes/projects.</td>
<td></td>
</tr>
<tr>
<td>(e) Job requirement</td>
<td>He/She will work in Planning Division of NEC Secretariat for compilation of Five Years Plans, scrutiny of schemes, analysis and interpretation of statistical data, preparation of plan papers/agenda papers and others tasks as assigned by Planning Adviser/Director (Planning) from time to time. He/She will act as an intermediary officer between the Director (Planning) &amp; Research Officer (Planning) and below level officers/officials. He/She will play an active role in Parliament – related matters, co-ordination with sectors, correspondence regarding planning matters.</td>
</tr>
</tbody>
</table>
### CURRICULUM VITAE PROFORMA

1. Name and address (in block letters) : 

2. Date of birth (in Christian era) : 

3. Date of retirement under Central/State Govt. rules. : 

4. Educational qualifications. : 

5. Name of the post applied for. : 

6. Present post held with pay scale, Pay band and Grade Pay : 

7. Whether educational and other qualifications required for the post are satisfied (if any qualification has been treated as equivalent to the one prescribed in the rules, state the authority for the same). Qualification/experience required | Qualification/experience possessed by the officer  
--- | ---  
Essential | (i) |  
| (ii) |  
| (iii) |  
Desirable | (i) |  
| (ii) |  

8. Please state clearly whether in the light of entries made by you above, you meet the requirements of the post. : 

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

<table>
<thead>
<tr>
<th>Office/Instit./Orgn.</th>
<th>Post Held</th>
<th>From</th>
<th>To</th>
<th>Scale of pay/ Present Basic Pay And Grade Pay</th>
<th>Nature of duties</th>
</tr>
</thead>
</table>

10. Nature of present employment i.e., ad-hoc or temporary or quasi-permanent or permanent. : 

11. In case the present employment is held on deputation basis, please state- 
   (a) The date of initial appointment. : 
   (b) Period of appointment on deputation/contract : 
   (c) Name of the parent office/organization to which you belong. :
<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>12</td>
<td>Additional details about present employment. Please state whether working under – (indicate the name of your employer against the relevant column)</td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>(a) Central Govt.</td>
</tr>
<tr>
<td></td>
<td>(b) State Government</td>
</tr>
<tr>
<td></td>
<td>(c) Union Territory</td>
</tr>
<tr>
<td></td>
<td>(d) Statutory Organization</td>
</tr>
<tr>
<td></td>
<td>(e) Autonomous Organizations</td>
</tr>
<tr>
<td></td>
<td>(f) Government Undertakings</td>
</tr>
<tr>
<td></td>
<td>(g) Universities</td>
</tr>
<tr>
<td></td>
<td>(h) Others</td>
</tr>
<tr>
<td>13</td>
<td>Please state whether you are working in the same Department and are in the feeder grade or feeder to feeder grade</td>
</tr>
<tr>
<td>14</td>
<td>Are you in Revised Scale of pay? If yes, give the date from which the revision took place and also indicate the pre-revised pay scale.</td>
</tr>
<tr>
<td>15</td>
<td>Total emoluments per month now drawn</td>
</tr>
<tr>
<td>16</td>
<td>Additional information, if any, which you would like to mention in support of your suitability for the post. (This among other things may provide information with regard to (i) additional academic qualifications, (ii) professional training and (iii) work experience over and above prescribed in the vacancy Circular/Advertisement) (Note : Enclose a separate sheet, if the space is insufficient).</td>
</tr>
<tr>
<td>17</td>
<td>Please state whether you are applying for deputation (ISTC)/Absorption/Re-employment basis. (Officers under Central/State Governments are only eligible for “Absorption.”) Candidates of non-Government Organizations are eligible only for Short Term Contract.</td>
</tr>
<tr>
<td>18</td>
<td>Whether belongs to SC/ST.</td>
</tr>
<tr>
<td>19</td>
<td>Remarks (The candidates may indicate information with regard to (i) Research publications and reports and special projects, (ii) Awards/ Scholarship/Official Appreciation, (iii) Affiliation with the Professional bodies/institutions/ societies and (iv) any other information. (Note: Enclose a separate sheet if the space is insufficient), if any.</td>
</tr>
<tr>
<td>20</td>
<td>Whether the present post held is on substantive basis or on officiating basis or on deputation/ short term contract.</td>
</tr>
</tbody>
</table>
If Pay scale/Pay Band with Grade Pay in Sl. no. 6 above is not that of the substantive post held (i.e., that on deputation/short term contract/ACP Scheme upgradation/MACP upgradation), then the substantive pay (with Pay Scale/Pay Band with Grade Pay).

I have carefully gone through the vacancy circular/advertisement 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.

Date

Signature of the candidate

Address

Phone No./Mobile No.:  

Countersigned (Employer with seal and date)

# Strike out whichever is not applicable.
CADRE CLEARANCE CERTIFICATE

In the event of the selection of Shri/Smti __________________________ he/she will be relieved to join the post of Under Secretary (Planning) in the North Eastern Council Secretariat, Shillong on deputation (including short term contract) basis.

Signature:
Designation of Competent Authority

VIGILANCE CLEARANCE CERTIFICATE

Certified that no vigilance case is pending or contemplated against Shri/Smti __________________________ as per record.

Signature:
Designation of Competent Authority.

MAJOR/MINOR PENALTIES REPORT

Certified that there is no major or minor penalties imposed on Shri/Smti __________________________ during last 10 years.

Signature
Designation of Competent authority.

INTEGRITY CERTIFICATE

Service particulars of Shri/Smti __________________________ have been carefully scrutinized and it is certified that there is no doubt of his integrity.

Signature:
Designation of Competent authority.

CORRECTNESS CERTIFICATE

It is certified that the particulars furnished by Shri/Smti __________________________ in his/her application Curriculum Vitae Proforma have been verified and found correct as per Service Records.

Signature:
Designation of Competent Authority
List of addressees of Under Secretary (Planning):-

1. All Ministries/Departments of Govt. of India.
2. The Director (NEC), Ministry of Development of NER, Vigyan Bhavan Annexe, Maulana Azad Road, New Delhi-110011.

3. The Chief Secretary to the Govt. of Assam, Dispur, Guwahati/ Govt of Meghalaya, Shillong/ Govt of Manipur, Imphal/ Govt of Arunachal Pradesh, Itanagar/ Govt of Mizoram, Aizawl/ Govt of Nagaland, Kohima/ Govt of Tripura, Agartala/ Govt of Sikkim, Gangtok/ Govt of West Bengal, Kolkata/ Govt of Orissa, Bhubaneswar/ Govt of Andhra Pradesh, Hyderabad/ Govt of Tamil Nadu, Madras/ Govt of Karnataka, Bangalore/ Govt of Kerala, Trivandrum/ Govt of Jammu & Kashmir, Srinagar/ Govt of Uttar Pradesh, Lucknow/ Govt of Bihar, Patna/ Govt of Madhya Pradesh, Bhopal/ Govt of Gujarat, Ahmedabad/ Govt of Maharashtra, Mumbai/ Govt of Rajasthan, Jaipur/ Govt of Himachal Pradesh, Simla/ Govt of Haryana, Chandigarh/ Govt of Punjab, Chandigarh/ Govt of Goa, Panaji/ Govt of Chattisgarh, Raipur/ Uttarakhand, Dehradun/ Jharkhand, Ranchi/ Telangana, Hyderabad/ Govt of Andaman & Nicobar Islands, Port Blair/ Govt of Lakshadweep, Kavarnati/ Govt of Dadra and Nagar Haveli, Silvassa/Daman and Diu, Daman/ Puducherry, Pondicherry.

4. The Secretary/Commissioner, Planning Department, Govt of Assam, Dispur, Guwahati/ Govt of Meghalaya, Shillong/ Govt of Manipur, Imphal/ Govt of Arunachal Pradesh, Itanagar/ Govt of Mizoram, Aizawl/ Govt of Nagaland, Kohima/ Govt of Tripura, Agartala/ Govt of Sikkim, Gangtok/ Govt of West Bengal, Kolkata/ Govt of Orissa, Bhubaneswar/ Govt of Andhra Pradesh, Hyderabad/ Govt of Tamil Nadu, Madras/ Govt of Karnataka, Bangalore/ Govt of Kerala, Trivandrum/ Govt of Jammu & Kashmir, Srinagar/ Govt of Uttar Pradesh, Lucknow/ Govt of Bihar, Patna/ Govt of Madhya Pradesh, Bhopal/ Govt of Gujarat, Ahmedabad/ Govt of Maharashtra, Mumbai/ Govt of Rajasthan, Jaipur/ Govt of Himachal Pradesh, Simla/ Govt of Haryana, Chandigarh/ Govt of Punjab, Chandigarh/ Govt of Goa, Panaji/ Govt of Chattisgarh, Raipur/ Uttarakhand, Dehradun/ Jharkhand, Ranchi/ Telangana, Hyderabad/ Govt of Andaman & Nicobar Islands, Port Blair/ Govt of Lakshadweep, Kavarati/ Govt of Dadra and Nagar Haveli, Silvassa/Daman and Diu, Daman/ Puducherry, Pondicherry.

5. The Director, Planning, Govt of Assam, Dispur, Guwahati/ Govt of Meghalaya, Shillong/ Govt of Manipur, Imphal/ Govt of Arunachal Pradesh, Itanagar/ Govt of Mizoram, Aizawl/ Govt of Nagaland, Kohima/ Govt of Tripura, Agartala/ Govt of Sikkim, Gangtok/ Govt of West Bengal, Kolkata/ Govt of Orissa, Bhubaneswar/ Govt of Andhra Pradesh, Hyderabad/ Govt of Tamil Nadu, Madras/ Govt of Karnataka, Bangalore/ Govt of Kerala, Trivandrum/ Govt of Jammu & Kashmir, Srinagar/ Govt of Uttar Pradesh, Lucknow/ Govt of Bihar, Patna/ Govt of Madhya Pradesh, Bhopal/ Govt of Gujarat, Ahmedabad/ Govt of Maharashtra, Mumbai/ Govt of Rajasthan, Jaipur/ Govt of Himachal Pradesh, Simla/ Govt of Haryana, Chandigarh/ Govt of Punjab, Chandigarh/ Govt of Goa, Panaji/ Govt of Chattisgarh, Raipur/ Uttarakhand, Dehradun/ Jharkhand, Ranchi/ Telangana, Hyderabad/ Govt of Andaman & Nicobar Islands, Port Blair/ Govt of Lakshadweep, Kavarati/ Govt of Dadra and Nagar Haveli, Silvassa/Daman and Diu, Daman/ Puducherry, Pondicherry.

Contd...2...
The Director, Directorate of Economic and Statistics, Govt. of Assam, Dispur, Guwahati/ Govt of Meghalaya, Shillong/ Govt of Manipur, Imphal/ Govt of Arunachal Pradesh, Itanagar/ Govt of Mizoram, Aizawl/ Govt of Nagaland, Kohima/ Govt of Tripura, Agartala/ Govt of Sikkim, Gangtok/ Govt of West Bengal, Kolkata/ Govt of Orissa, Bhubaneswar/ Govt of Andhra Pradesh, Hyderabad/ Govt of Tamil Nadu, Madras/ Govt of Karnataka, Bangalore/ Govt of Kerala, Trivandrum/ Govt of Jammu & Kashmir, Srinagar/ Govt of Uttar Pradesh, Lucknow/ Govt of Bihar, Patna/ Govt of Madhya Pradesh, Bhopal/ Govt of Gujarat, Ahmedabad/ Govt of Maharashtra, Mumbai/ Govt of Rajasthan, Jaipur/ Govt of Himachal Pradesh, Simla/ Govt of Haryana, Chandigarh/ Govt of Punjab, Chandigarh/ Govt of Goa, Panaji/ Govt of Chattisgarh, Raipur/ Uttarakhand, Dehradun/ Jharkhand, Ranchi/ Telengana, Hyderabad/ Govt of Andaman & Nicobar Islands, Port Blair/ Govt of Lakshadweep, Kavaratti/ Govt of Dadra and Nagar Haveli, Silvassa/ Daman and Diu, Daman/ Puducherry, Pondicherry.

7. The Director, Indian Statistical Institute, Kolkata.

8. The Director Statistics and Surveys Division, Yojana Bhavan, Sansad Marg, New Delhi – 110001.

9. The Director General, Central Statistical Organisation, Govt. of India, New Delhi.

10. The Under Secretary, Govt. of Assam, Planning & Development Deptt. Govt. of Assam, Dispur, Guwahati – 781006.

11. Directorate of Animal Husbandry & Veterinary, Govt. of Meghalaya, Shillong

12. Directorate of Planning, Govt. of Tripura, Agartala.

13. Director General, DGC&S, M/o Commerce & Industry, 1, Council House Street, Kolkata – 700001.


15. Director, IES Cadre, IES Division, Department of Economics Affairs, M/o Finance, Room No. 60, North Block, New Delhi – 110001.


17. Technical Director/SA, NIC-NEC. NEC Sectt., Shillong. It is requested to upload the advertisement in the NEC Website.

( L. Beimopha) 
Deputy Secretary (Admn.)  
NEC Secretariat, Nongrim Hills, Shillong : 793003. Ph. No. : 2522647
To

1. The Chief Secretaries, All State Governments.
2. The Secretaries of all the Ministries/Departments of Government of India.

Subject: Filling up the post of Vice Chairman (JS level), Brahmaputra Board, Guwahati under the Ministry of Water Resources, River Development & Ganga Rejuvenation.

Sir/Madam,

This is with reference to this office circulars dated 09.07.2018 for filling up the post of Vice Chairman (JS level), Brahmaputra Board, Guwahati, as a Non-CSS post under the Ministry of Water Resources, River Development & Ganga Rejuvenation with pay at Level 14 (Rs.1,44,200-2,18,200/-) of the Pay Matrix on deputation basis.

3. The last date for submission of applications for the above referred circular is further extended upto 07.09.2018.

Yours faithfully,

(Kavitha V. Pedmanabhan)
Deputy Secretary to the Government of India
Tel. No. 011-2309 2187

Copy to:

1. Ministry of Water Resources, River Development & Ganga Rejuvenation (Shri U P Singh, Secretary), New Delhi.
2. Technical Director, NIC, Computer Cell, DoPT, New Delhi for uploading this vacancy circular on the official website of this Department.
3. PA to DS(SM), DoPT, New Delhi with a request to arrange to upload this vacancy circular through bulk e-mailing system of officers.
No 2/1/2017-EQ(SM-I)
Government of India
Secretariat of the
Appointments Committee of the Cabinet
Ministry of Personnel, Public Grievances and Pensions
Department of Personnel and Training

North Block, New Delhi, the 24th August, 2018

To
1. The Chief Secretaries, All the State Governments.
2. The Secretaries, All the Ministries/Departments of the Government of India

Subject: Filling up the post of Secretary (JS level), Oil Industry Development Board (OIDB) under the Ministry of Petroleum & Natural Gas vice Shri Sanjiv Mittal, IDAS (1984).

Sir/Madam,

This is with reference to this office circular dated 26.07.2018 for filling up the post of Secretary (JS level), Oil Industry Development Board (OIDB) under the Ministry of Petroleum & Natural Gas with pay at Level 14 (Rs.1,44,200-2,18,200/-) of the Pay Matrix on deputation basis vice Shri Sanjiv Mittal, IDAS (1984).

2. The last date for submission of applications for the above referred circular is further extended upto 28.09.2018.

Yours faithfully,

(Kavitha V Padmanabhan)
Deputy Secretary to the Government of India
Tel No. 011-2309 2187

Copy to:
1. Ministry of Petroleum & Natural Gas (Shri M. M. Kutty, Secretary) Shastri Bhavan, New Delhi.
2. Technical Director, NIC, Computer Cell, DoPT, North Block, New Delhi for uploading this vacancy circular on the official website of this Department immediately.
3. PA to DS(SM), DoPT, New Delhi with a request to arrange to upload this vacancy circular through bulk e-mailing system of officers.
No. 10/4/2018-EO(SM-I)
Government of India
Secretariat of the
Appointments Committee of the Cabinet
Ministry of Personnel, Public Grievances and Pensions
Department of Personnel and Training

North Block, New Delhi, the 24th August, 2018

To

1. The Chief Secretaries, All the State Governments
2. The Secretaries, All the Ministries/Departments of the Government of India

Subject: Filling up the post of Development Commissioner (JS level), Cochin Special Economic Zone (CSEZ), Cochin under the Department of Commerce on deputation basis vice Dr. Safeena A.N., IAS (BH:1997)

Sir/Madam,

This is with reference to this office circular dated 26.07.2018 for filling up the post of Development Commissioner (JS level), Cochin Special Economic Zone (CSEZ), Cochin under the Department of Commerce with pay at Level 14 (Rs.1,44,200-2,18,200/-) of the Pay Matrix for a tenure of 5 years (maximum) on deputation basis vice Dr. Safeena A.N., IAS (BH:1997)

2. The last date for submission of applications for the above referred circular is hereby extended upto 28.09.2018.

Yours faithfully,

(Kavitha V. Padmanabhan)
Deputy Secretary to the Government of India
Tel: 2309 2187

Copy to:

1. Department of Commerce (Shn Anup Wadhawan, Secretary), New Delhi w.r.t. their OM No.A-12022/06/2018-E.IV dated 14.06.2018.
2. Technical Director, NIC, Computer Cell, DoPT, North Block, New Delhi for uploading this vacancy circular on the official website of this Department immediately.
3. PA to DS (SM), DoPT, New Delhi with a request to arrange to upload this vacancy circular through bulk e-mailing system of officers.