No. 10/1/2019 EO(MM-II)
Government of India
Ministry of Personnel, P.G. and Pensions
Department of Personnel and Training
(Office of the Establishment Officer)

North Block, New Delhi
Dated 15th January, 2020

To,

1. The Chief Secretaries,
   All State Governments,

2. All Secretaries,
   Ministries/Departments of Government of India

Subject: Filling up the post of Deputy Secretary in the Office of Controller General of Patents, Designs and Trademarks (CGPDTM), Mumbai under the Department for Promotion of Industry and Internal Trade.

Sirs/Madam,

It is proposed to fill up the post of Deputy Secretary in the Office of Controller General of Patents, Designs and Trademarks (CGPDTM), Mumbai under the Department for Promotion of Industry and Internal Trade on deputation basis under Central Staffing Scheme. The applications were invited for the post vide circular of even number dated 05.07.2019 (copy enclosed).

2. It has been decided to extend the last date for submission of application till 14.02.2020.

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. Brinivasan)
Director (MM)
Tel: 23092842

Copy to:


2. PPS to Dir(MM) for uploading through bulk e-mail system.
No. 10/1/2019 EO(II) Ministry of Personnel, P.G. and Pensions
Department of Personnel and Training
(Office of the Establishment Officer)

North Block, New Delhi
Dated 5th July, 2019

To,

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

Subject: Filling up the post of Deputy Secretary in the Office of Controller General
of Patents, Designs and Trademarks (CGPDTM), Mumbai under the
Department for Promotion of Industry and Internal Trade.

Sir/Madam,

It is proposed to fill up the post of Deputy Secretary in the Office of Controller General
of Patents, Designs and Trademarks (CGPDTM), Mumbai under the Department for
Promotion of Industry and Internal Trade on deputation basis under Central Staffing Scheme.

2. Officers of the rank of Deputy Secretary level from the All India Services or any
Organized Services of the Government of India, eligible for appointment under Central
Staffing Scheme are eligible for the post. The period of deputation is 4 years at Deputy
Secretary level respectively.

3. The post may be circulated amongst officers eligible to be appointed as Deputy
Secretary 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 of 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 to be appointed on Central Deputation as per instructions.

4. It is requested that the application(s) of the eligible officer(s) may please be forwarded
so as to reach this Department by 07.08.2019.

Yours faithfully,

(J. Srivastava)
Director (NM)
Tel: 23092842

Copy to:

1. Department for Promotion of Industry and Internal Trade [Shri Sushil K. Salpute,
   Director (L) Dy. vd. Bhawan, New Delhi w.t. Letter No P-24017/25/2017-IPR-1 dated
   04.12.2017]

2. PS to DG, Department of Home Affairs through bulk e-mail system.

18/6/2019

आरे पिया/ISSUED
## Bio-Data

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<td><strong>Name</strong></td>
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<td><strong>Contact Telephone No.(O)</strong></td>
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<td><strong>Educational Qualifications</strong></td>
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<td><strong>Complete Experience / Posting Profile</strong></td>
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<td><strong>Sr.No.</strong></td>
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<td><strong>Whether clear from Vigilance angle?</strong></td>
<td>YES/NO</td>
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<td><strong>Whether the officer has been on deputation earlier? If so please provide details of organization name, post, cadre and deputation dates, and deputation under the Central Staffing Scheme.</strong></td>
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<td><strong>Whether the officer is debarred from deputation under the Central Staffing Scheme?</strong></td>
<td>YES/NO</td>
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<td><strong>Certify that the above particulars are correct and complete.</strong></td>
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**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. F.23/08/2019/AN-I

Dated the 27th January, 2020

From
R.K. Suryanarayanan,
Director.

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.

Sir,

I am directed to state that it is proposed to fill up two posts of Joint Secretary in Level 14 in Pay Matrix in Lok Sabha Secretariat by transfer on deputation basis from the officers of equivalent rank of Indian Administrative Service. The period of transfer on deputation shall be three years and the terms and conditions of the deputationists shall be governed by the relevant Orders on the subject.

2. In view of the above, it is requested to kindly forward the names of suitable and willing officers of Indian Administrative Service alongwith their Annual Confidential Reports/Annual Performance Appraisal Reports for the last 05 years within a period of 30 days for consideration by Hon’ble Speaker, Lok Sabha for the post of Joint Secretary on deputation basis. While forwarding nominations, it may kindly be ensured that the officers are clear from vigilance angle and their integrity is certified. Those officers who have already applied in response to our earlier letters issued in July, 2019 need not apply again.

Yours sincerely,

DIRECTOR
Tel.No.011- 23035211