

F.No.21/6/2014-CS.I (P)
Government of India
Ministry of Personnel, Public Grievances and Pensions
(Department of Personnel & Training)

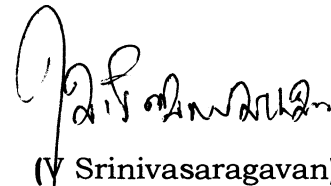
Lok Nayak Bhawan, New Delhi
Dated 1st January, 2015

Office Memorandum

Subject: Filling up of various posts on deputation basis in National Skill Development Agency.-reg

National Skill Development Agency, an autonomous body under Ministry of Skill Development, Entrepreneurship, Youth Affairs and Sports has invited applications for filling up of various posts by transfer on deputation basis. The detailed eligibility conditions, job requirement of the posts etc. are annexed for information of CSS officers. However, it is also added that relieving of officers to join NSDA on deputation basis will be subject to the condition that it obtains exemption from rule of immediate absorption from Department of Pension and Pensioners Welfare.

2. It may be noted that Cadre clearance from CS.I Division will be required in case of Under Secretary and above level officers of CSS applying for deputation.



(V Srinivasaragavan)

Under Secretary to the Government of India

☎ 24629412

All Ministries/Departments (through Website of DOP&T)

Copy to: Shri J.D. Barua, Principal Consultant, National Skill Development Agency, NDCC-II Bldg, Jai Singh Road, New Delhi - 110001.

जे.पी.राय
महानिदेशक
J P Rai

Director General

1055035/10/8-y(4)
18/12/14



राष्ट्रीय कौशल विकास, एजेंसी
कौशल विकास, उद्यमशीलता, युवक
कार्यक्रम और खेल मंत्रालय, भारत सरकार

National Skill Development Agency
Ministry of Skill Development,
Entrepreneurship, Youth Affairs & Sports
Government of India

D.O. No: 40001/09/2014/NSDA/2579
08th December, 2014

Dear Sir,

The National Skill Development Agency (NSDA) an autonomous body under Ministry of Skill Development and Entrepreneurship, Govt. of India intends to appoint persons on deputation basis from the Government of India. A request was already sent to your office vide NSDA letter No. 4000/09/2014/NSDA/2150-2233 dated 08th October, 2014 (copy enclosed) with the request to forward names of persons who wish to be considered for appointment on deputation.

I would request you to please direct the concerned to forward names of willing officials, at earliest possible, who meet the required conditions and wish to be considered for appointment on deputation to the posts of (i) Deputy Director (one), (ii) Assistant Accounts Officer (one), (iii) Protocol Officer (one) and (iv) Sr. PA/PSs (three). Details and eligibility conditions are enclosed.

The period of deputation shall be for three years, which may be extended as applicable under the Government of India rules and regulations.

See
18/12/14
JS(AT&A)

With regards,

Yours sincerely,

(J. P. Rai)

To,

Sh. Sanjay Kothari
Secretary to Government of India
Department of Personnel and Training
Ministry of Personnel, Public Grievances and Pensions
North Block
New Delhi-110001

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No: 40001/09/2014/NSDA/ 2153 - 2233
National Skill Development Agency,
Ministry of Skill Development,
Entrepreneurship, Youth Affairs & Sports.
NDCC-II Building, Jai Singh Road, New Delhi 110001.

(195)


8th October, 2014

To,
Secretary to the Government of India,
(As per list)

Sub: Appointment on Deputation Basis to fill various posts in National Skill Development Agency.

Sir/Madam,

1. The National Skill Development Agency (NSDA) wishes to appoint persons to the posts of (i) Deputy Director (one), (ii) Assistant Accounts Officer (one), (iii) Protocol Officer (one) and (iv) Sr. PA/PSs (three) as per the pay scales indicated in Annexure II on deputation from Government Departments. In addition to pay scales, the posts will carry all other allowances as admissible under the Government of India rules.
2. Interested persons from various Ministries/ Departments desirous to be considered for appointment on deputation/foreign service basis to fill above posts may apply through proper channel to Director General, National Skill Development Agency. The particulars of the posts, Terms of Reference/ eligibility conditions etc. are given in **Annexure -I and Annexure--II.**
3. The period of deputation shall be for three years, which may be extended as applicable under the Government of India rules and regulations.
4. It is requested that wide publicity may be given amongst staff working under your administrative control. Applications (in duplicate) of candidates who can be relieved immediately upon their selection may please be sent to this office within a period of 60 days of this letter as under:
 - a. in the enclosed proforma (**Annexure-III**),
 - b. along with attested copies of the ACRs/PARs for the last five years,
 - c. certification that no disciplinary case is either contemplated or pending against the official.
 - d. Vigilance clearance would also be essential.


(J.D. Barua)
Principal Consultant,
(Tel: 2343 8001-05)
(Fax: 23438000)

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Term of Reference

Sub: Appointment on Deputation Basis to fill various posts in National Skill Development Agency

1. Govt. of India has notified creation of National Skill Development Agency (NSDA) as an Autonomous Body vide Gazette Notification No. 14/27/2012-EC dated 6th June, 2013. Further the NSDA has been mandated amongst others to
 - i. take all possible steps to meet skilling targets as envisaged in the 12th Five year plan and beyond,
 - ii. anchor and operationalise the National Skill Qualification Framework (NSQF) and facilitate setting up of professional certifying bodies in addition to existing ones,
 - iii. Create and maintain a national data base related to skill development including development of dynamic Labour Market Information System (LMIS) etc.
2. In furtherance to the mandate the NSDA wishes to appoint persons to the posts of (i) Deputy Director (one), (ii) Assistant Accounts Officer (one), (iii) Protocol Officer (one) and (iv) Sr. PA/PSs (three) as per the pay scales indicated in Annexure II on deputation from Government Departments.
3. The Government of India rules shall be applicable to all the positions, except as otherwise indicated.

Terms and Conditions:

4. Following will be the Terms and Conditions of service of the selected candidate:

Deputation (Duty) Allowance:

- a. The selected candidates will be on deputation on foreign service terms as is applicable to those persons coming on deputation from Govt. of India to Autonomous Bodies.
- b. Selected officers may opt for Deputation Allowance or pay fixation. Deputation (Duty) Allowance will be payable as under :
 - i. At the rate of 5% of the basic pay subject to maximum of Rs.2000 p.m., in case of deputation within same station; or
 - ii. In other cases the Deputation (Duty) Allowance will be payable at the rate of 10% of the employees basic pay subject to maximum of Rs.4,000 p.m.

Provided that the Deputation (Duty) Allowance shall be restricted so that Basic Pay, from time to time, plus Deputation (Duty) Allowance shall not exceed the maximum of the pay Band held by the individual on deputation.

Increment:

- c. The employee will draw increment in the parent cadre grade or in the scale of pay/grade pay attached to the deputation post as the case may be, depending on


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whether he has opted for the parent cadre pay plus Deputation (Duty) Allowance or the pay scale/ grade pay of the deputation post.

- d. Personal pay, if any, drawn by an employee in his/her parent department will continue to be admissible on deputation/foreign service if he/she opts to draw pay in the parent cadre scale/grade pay plus deputation allowance. No deputation duty allowance on this personal pay will however be admissible.

Other Allowances:

- e. Following allowances, as per the relevant GOI rules, will be admissible to the persons working on deputation.
- i. HRA/ Transport Allowance
 - ii. Joining time and Joining Time Pay,
 - iii. Travelling Allowance and Transfer T.A.
 - iv. Children Education Allowance,
 - v. LTC
5. **CGHS:** Persons working on deputation in NSDA will be eligible for CGHS benefits only if they are already enjoying the same in their parent department.
6. **Leave:** Subject to the provisions of the Fundamental Rules/Supplementary Rules of the Government of India, an officer on deputation/foreign service shall be regulated by the leave Rules of the parent organization.
7. **Leave Salary & Pension Contribution:** The leave salary contribution (except for the period of leave availed of on foreign service) and Pension Contribution (wherever required to be paid) will be borne by NSDA.
8. **Accommodation:** NSDA is still not listed by the Director of Estate for allotment of General pool accommodation to NSDA employees. General pool accommodation may, therefore, be not admissible to the deputationist as long as they continue to serve this organization.
9. The period of deputation shall be for three years, which may be extended as applicable under the Government of India rules and regulations. Provided that, as and when a situation arises for premature reversion to the parent cadre of the deputationist, his/her services shall be so returned after giving an advance notice of three months to the parent department and the employee concerned.


(J. D. Barua)
Principal Consultant

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Eligibility Conditions of Various Posts

1	Name of the Post	Deputy Director
2	No. of Posts	01
3	Classification	Group A
4	Pay Band & Grade Pay	Rs. 15600- 39100 + 6600/- (GP)
5	Eligibility	Officer under the Central Government i. holding analogous posts on regular basis in the parent cadre or organisation; or ii. with 5 years regular service in the grade rendered after appointment thereto on regular basis in the PB-3 Rs. 15600-39100 with Grade pay Rs.5400/- in the parent cadre or department;

1	Name of the Post	Protocol Officer (PRO)
2	No. of Posts	01
3	Classification	Group A
4	Pay Band & Grade Pay	Rs. 15600- 39100 (PB-3) + 5400/- (GP)
5	Eligibility	Officer under the Central Government i. holding analogous posts on regular basis in the parent cadre or organisation; or ii. with 2 years regular service in the grade rendered after appointment thereto on regular basis in the PB-3 Rs. 15600-39100 with Grade pay Rs.4800/- in the parent cadre or department; or iii. with 8 years regular service rendered after appointment thereto on regular basis in the PB-2 Rs. 9300-34800 with Grade pay Rs.4200/- in the parent cadre or department;

1	Name of Post	Senior PA/ PS
2	No. of Posts	3 (Three)
3	Classification	Group 'B'
4	Pay Band & Grade Pay	Pay Band of Rs. 9300-34800 + Grade Pay of Rs.4600/-
5	Eligibility	Government servants holding equivalent post or in the grade pay of Rs.4200/- for last five years in Central Government.

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1	Name of Post	Assistant Accounts Officer
2	No. of Posts	1 (one)
3	Classification	Group 'B'
4	Pay Band & Grade Pay	Pay Band Rs. 9300-34800 (PB-2) + Grade Pay of Rs. 4600/-
5	Eligibility	<p>Government servants holding equivalent post or in the grade pay of Rs.4200/- for last five years in Central Government.</p> <p>Essential:</p> <ol style="list-style-type: none">i. Graduation in Commerce/ Finance.ii. Three years experience in maintenance of Accounts in double entry system of book keeping.

Proforma of Application
(to be filled and sent in Duplicate)

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1. Post applied for:					
2. Name and address in Block Letters					
3. Date of birth					
4. Educational Qualification:					
5. Post held in regular basis in parent Office/ Department					
6. Pay scale/ Pay Band and Grade pay of the post held in substantive capacity (in parent Department) and actual Basic Pay drawn on that post.					
7. In case of person presently on deputation, post held on Deputation basis.					
8. Pay scale/ Pay Band and Grade pay of the post held on deputation basis (in borrowing office/ Department) and actual Basic Pay drawn on that post.					
9. Details of employment, in chronological order in past 10 years. (Enclose a separate sheet duly authenticated by your signature).					
Ministry/ Department	Post held	From	To	Scale of Pay or (Pay Band and Grade Pay)	Nature of duties

10. Nature of duties in the present employment for last three years (including period on deputation/contract).	
11. Whether belong to SC/ST	
12. Name, address & telephone number of the present employer.	
13. Additional information, if any	
14. Remarks, if any	

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I hereby understand and undertake that in the event of my selection to that post in question, I will not withdraw my candidature or decline the post when offered.

Signature of Candidate

Date:

Place:

CERTIFICATE

(TO BE FILLED BY THE EMPLOYER)

Certified that particulars furnished by Shri/Ms have been verified and found correct as per office record. It is certified that no disciplinary proceedings/Vigilance Case is either pending or being contemplated against the official concerned.

Place

Signature and seal of the Head of Office

Date