

No. 22/1/2017-EO (MM-II)  
Government of India  
Ministry of Personnel, Public Grievances and Pensions  
Department of Personnel and Training  
(Office of the Establishment Officer)

North Block, New Delhi  
Dated, the 26<sup>th</sup> September, 2018

To,

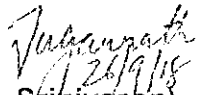
1. The Chief Secretaries  
All State Governments,
2. All Secretaries  
Ministries/Departments of Government of India,

**Subject: Filling up the post of Internal Financial Adviser in Heavy Water Board, Mumbai under the Department of Atomic Energy.**

This is regarding filling up the post of Internal Financial Adviser in Heavy Water Board, Mumbai under the Department of Atomic Energy on deputation basis.

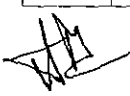
2. Officers of the rank of Deputy Secretary/Director level from the All India Services and from the Organized Group 'A' services of the Government of India, eligible for appointment under Central Staffing Scheme are eligible for the post. The period of deputation is 4/5 years at Deputy Secretary/Director level respectively.
3. The post may be circulated amongst officers eligible to be appointed as Deputy Secretary/Director in the Government of India on priority basis. Names of willing and eligible officers who can be spared by the Ministries/Departments may be forwarded to this Department along with **cadre clearance, vigilance clearance, detailed bio-data in the enclosed proforma and CR Dossiers for the 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 for appointment on Central Deputation as per extant instructions.
4. It is requested that the application(s) of the eligible candidate(s) may please be forwarded so as to reach this Department by 26<sup>th</sup> October, 2018.

Yours faithfully,

  
(J. Srinivasan)  
Director (MM)  
Tel: 23092842

Copy to:

1.	Department of Atomic Energy, [Ms. Jayashree S., Under Secretary(Cadre)] Anushakti Bhavan, CSM Marg, Mumbai – 400 001 w.r.t. OM No. 13/4/2015-CCS/11552 dated 11 <sup>th</sup> September, 2018
2.	PS to Director (MM) for uploading the circular through bulk e-mail system.





Bio-Data

1	Name	:			
2	Date of Birth	:			
3	Service	:			
4	Batch	:			
5	Contact Telephone No. (C)	(R)	(M)		
6	Educational Qualifications	:			
7	Complete Experience/Posting Profile				
Sl. No.	Period	Post held/ Organization	Cadre post/ Deputation post	Place of Posting	Brief Job description
8	Whether clear from Vigilance angle?		:	YES / NO	
9	Whether the officer has been on deputation earlier. If so please provide details of organization, nature of deputation and period (dates) of deputation.		:		
10	Whether the officer is debarred from deputation under the Central Staffing Scheme.		:	YES / NO	

11. Certified that the above particulars are correct and complete.

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.*