

No.21/01/2021-CS-I (Coord)  
Ministry of Personnel, Public Grievances Pension  
Department of Personnel & Training  
(C.S.I Division)  
\*\*\*\*\*

2<sup>nd</sup> Floor, 'A' wing,  
Lok Nayak Bhawan,  
Khan Market, New Delhi  
Dated 22<sup>nd</sup> March, 2021

**OFFICE MEMORANDUM**

**Subject:- Circulation of the vacancy of the post of Director , CCS National Institute of Animal Health, a subordinate office of the D/o Animal Husbandry and Dairying –reg.**

The undersigned is directed to circulate the vacancy circular No. A-12025/2/2021/(Estt.)(Hqrs)/E.18734, dated 16.03.2021 (along with enclosures) received from Department of Animal Husbandry and Dairying for Circulation of vacancy for the post of Director, CCS National Institute of Animal Health, a subordinate office of the D/o Animal Husbandry and Dairying.

2. It may be noted that cadre clearance from C.S.I Division will be required in case of any Under Secretary and above level officers of CSS submit his candidature for the deputation post.

3. In case of any further clarification, applicants are requested to contact the concerned Ministries/Departments.

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(Amit Ghosal )

Under Secretary to the Government of India

Tele:- 24629412

To,

All Ministries/Departments (through DOPT's website)

**By Special Messenger**

F.No A-12025/2/2021/(Estt.)(Hqrs)/E.18734  
Government of India  
Ministry of Fisheries, Animal Husbandry and Dairying  
Department of Animal Husbandry and Dairying

Krishi Bhawan, New Delhi  
Dated 16.03.2021

To,

**Shri Amit Ghosal**  
**Under Secretary(CS-IU)**  
**Department of Pension & Pensioners' Welfare,**  
**Lok Nayak Bhawan, Khan Market,**  
**Sujan Singh Park, New Delhi-110003.**  
**{ Email:- AMITGHOSAL[dot]COCA[at]NIC[dot]IN }**

**Subject:** Circulation of the vacancy of the post of Director, CCS National Institute of Animal Health, a subordinate office of the D/o Animal Husbandry and Dairying on the website of DOP&T for wider publicity - regarding.

Sir/Madam,

I am directed to forward herewith the copy of the Vacancy Circular and a copy of the advertisement published in the Employment News 13-19 March, 2021 for filling up of one post of the Director, CCS National Institute of Animal Health, a subordinate office of the D/o Animal Husbandry and Dairying by deputation (including short-term contract).

2. The post of Director, CCSNIAH is of very important nature. It is, therefore, requested that the same may kindly be uploaded on the website of DOP&T for inviting applications from the eligible applicants.

Encl:- As above.

Yours faithfully,



(C.L. Gautam)

Under Secretary to the Government of India

Tele : 23382779

e mail id : cl.gautam74@gov.in

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मि. स. F.No A-12025/2/2021/(Estt.)(Hqrs)(स्था) (मु.)/E.18734

भारत सरकार

Government of India

मत्स्य पालन, पशुपालन और डेयरी मंत्रालय

Ministry of Fisheries, Animal Husbandry and Dairying

पशुपालन और डेयरी विभाग

Department of Animal Husbandry and Dairying

कृषि भवन, नई दिल्ली

Krishi Bhawan, New Delhi

दिनांक 05.03.2021

Dated 05.03.2021

To

All Central/ State Governments/ Union Territories/  
Autonomous/ Statutory Organizations/ Universities.

Subject:- Filling up of the post of Director (General Central Services Group 'A' Gazetted, Non-Ministerial) in PB-4 Rs.37400-67000+Grade Pay Rs.10000/- revised to Level-14 of the Pay Matrix (Rs.144200-Rs.218200) in the CCS National Institute of Animal Health, Bagpat (U.P.) under the Department of Animal Husbandry and Dairying by deputation (including short term contract) - regarding.

Sir,

It is proposed to fill up the post of Director (General Central Services Group A Gazetted, Non-Ministerial) in PB-4 Rs.37400-67000+Grade Pay Rs.10000/- revised to Level-14 of the Pay Matrix (Rs.144200- Rs.218200) in the CCS National Institute of Animal Health, Bagpat (U.P.) under the Department of Animal Husbandry and Dairying by deputation (including short term contract). The post is vacant since 03.01.2020. The field of selection and the educational qualification for the post are as under:-

Deputation (including short term contract)

- I. Officers under the Central/State Governments/Union Territories / Autonomous/Statutory Organization/Universities :-

स. ल. गोहम

- i. holding analogous posts on regular basis in the parent cadre/department; or
  - ii. with two years service in the grade rendered after appointment thereto on a regular basis in the scale of pay of PB-4 Rs.37400-67000/- with Grade Pay Rs. 8900/- revised to Level-13A of the Pay Matrix (Rs.131100-Rs.216600) or equivalent in the parent cadre/department; or
  - iii. with three years service in the grade rendered after appointment thereto on a regular basis in the scale of pay of PB-4 Rs.37400-67000/- with Grade Pay Rs. 8700/- revised to Level-13 of the Pay Matrix (Rs.123100-Rs.215900) or equivalent in the parent cadre/department; and
- II. Possessing the following educational qualifications and experience :

A. (i) B.V.Sc./B.V.Sc. & Animal Husbandry Degree from a recognized University or equivalent as listed in the first or second schedule to the Indian Veterinary Council Act, 1984 (52 of 1984).

(ii) M.V.Sc. in Medicine / Virology / Pathology /Bacteriology /Microbiology / Immunology/ Parasitology /Veterinary Public Health from a recognized University or equivalent;

(iii) Should be registered with Veterinary Council of India/State Veterinary Council; and

(iv) fifteen years experience in research/administration/training/ policy making/ education and planning, out of which, at least five years should be in the research/manufacture/regulations/ quality control in the field of vaccines and other biological.

OR

B. (i) Post graduate medical degree in the field of Microbiology/ Bacteriology / Serology / Virology / Hematology from a recognized university or equivalent;

(ii) Should be registered with Medical Council of India/State Medical Council; and

(iii) fifteen years experience in research/administration / training / policy making /education and planning, out of which, a at least five years should be in the research/manufacture/ regulation/quality control of vaccines and biological.

At. 12.12.14

**ANNEXURE-I**

**BIO-DATA/ CURRICULUM VITAE PROFORMA**

1. Name and Address (in Block Letters)	
2. Date of Birth {in Christian era}	
3 i) Date of entry into service	
ii) Date of retirement under Central/State Government Rules	
4. Educational Qualifications	
5. 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)	
<b>Qualifications/ Experience required as mentioned in the advertisement/ vacancy circular</b>	<b>Qualifications/ experience possessed by the officer</b>
<b>Essential</b>	<b>Essential</b>
A) Qualification  (i) B.V.Sc./B.V.Sc. & Animal Husbandry Degree from a recognized University or equivalent as listed in the first or second schedule to the Indian Veterinary Council Act, 1984 (52 of 1984).  (ii) M.V.Sc. in Medicine/Virology/Pathology/Bacteriology/Microbiology/Immunology/Parasitology/Veterinary Public Health from a recognized University or equivalent; (iii) Should be registered with Veterinary Council of India/State Veterinary Council; and (iv) fifteen years experience in research/administration/training/ policy making/ education and planning, out of which, at least five years should be in the research/manufacture/regulations/ quality control in the field of vaccines and other biological. <b>OR</b>  B(i) Post graduate medical degree in the field of Microbiology/ Bacteriology/Serology/Virology/Hematology from a recognized university or equivalent;  (ii) Should be registered with Medical Council of India/State Medical Council; and	A) Qualification

Dr. V. S. R. R. R.

<p>B) Experience</p> <p>iv. Fifteen years experience in research/administration/training/policy making/education and planning, out of which, a at least five years should be in the research/manufacture/ regulation/quality control of vaccines and biological.</p>	<p>B) Experience</p>
<p><b>Desirable</b></p>	<p><b>Desirable</b></p>
<p>A) Qualification</p> <p>A Doctorate degree in any of the subjects mentioned in A(ii) or B (i) and</p>	<p>A) Qualification</p>
<p>B) Experience</p> <p>Experience of working at higher levels in Animal Husbandry/medical department/Universities/Statutory Bodies dealing with governance/policy making related to education/planning/administration.</p>	<p>B) Experience</p>
<p><b>5.1 Note:</b> This column needs to be amplified to indicate Essential and Desirable Qualifications as mentioned in the RRs by the Administrative Ministry/Department/Office at the time of issue of Circular and issue of Advertisement in the Employment News.</p> <p><b>5.2</b> In the case of Degree and Post Graduate Qualifications Elective/ main subjects and subsidiary subjects may be indicated by the candidate.</p>	
<p>6. Please state clearly whether in the light of entries made by you above, you meet the requisite Essential Qualifications and work experience of the post.</p>	
<p><b>6.1 Note:</b> Borrowing Departments are to provide their specific comments/ views confirming the relevant Essential Qualification/ Work experience possessed by the Candidate (as indicated in the Bio-data) with reference to the post applied.</p>	

At. m. 2024

**Desirable :**

- i. A Doctorate degree in any of the subjects mentioned in A(ii) or B (i) and
- ii. Experience of working at higher levels in Animal Husbandry / medical department / Universities / Statutory Bodies dealing with governance / policy making related to education / planning / administration.

(Period of deputation/contract including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organization/ department of the Central Government shall ordinarily not exceed five years. The maximum age limit for appointment by deputation (including short term contract) shall be not exceeding 56 years, as on the closing date of the receipt of application.

**2. Duties assigned to the post:** He/she is expected to ensure that he/she plays a pioneering role in the technology field of quality assurance, management and control of biologicals and should possess technical knowledge, skill and competence to render assistance for resolving problems of manufactures. He should have professional acumen, dynamism and drive to enable the institute to establish links with the national and international agencies working in the field related to biologicals. He/she will advocate/administer/coordinate and evaluate scientific and management programmes, policies and procedures as set by the government body and provide leadership and direction to all the activities of the institute.

**3.** Application in triplicate, in the enclosed proforma along with the complete up-to-date photocopies of the CR / APAR dossiers (Last five years i.e. w.e.f. 2015-16 to 2019-20) of officers who are willing to be considered and can be spared, in the event of their selection, may be sent to this Department. **Each page of the photocopy of the CR/APAR should be attested by the officer not below the rank of Under Secretary in the Central Government.** While forwarding applications, it may be verified and certified that particulars furnished by the candidates are correct and that no vigilance case is either pending or contemplated against them and their integrity is beyond doubt. A statement on imposition of penalty during the last 10 years may also be provided. A Cadre clearance certificate in respect of the candidate may also be forwarded to this Department.

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4. Applications received after the due date or found incomplete will not be considered. Applications complete in all respects should reach this Department THROUGH PROPER CHANNEL within 45 days from the date of issue of this letter or from the date of publication of the vacancy in the Employment News/Rozgar Samachar whichever is later to the following address:-

Sh.C.L.Gautam,  
Under Secretary [(Estt)(Hqrs)],  
Room No. 435,  
Department of Animal Husbandry and Dairying,  
Krishi Bhawan, New Delhi-110001  
e mail id : cl.gautam74@gov.in

Encl:- Bio-Data/ C.V.Proforma

Yours faithfully,

सी. एल. गौतम

(सी. एल. गौतम)

(C.L.Gautam)

अवर सचिव (भारत सरकार)

Under Secretary to the Government of India

दूरभाष/Tele : 23382779

Copy with enclosures forwarded to :-

1. All Attached and Subordinate offices of the Department of Animal Husbandry, Dairying & Fisheries/Department of Agriculture and Cooperation.
2. The Director of Agriculture/Animal Husbandry of all State Governments/UTs
3. All officers in the Department of Animal Husbandry, Dairying & Fisheries
4. Indian Council of Agricultural Research, New Delhi. It is requested that the vacancies may be widely circulated.
5. All Public Sector Undertakings/Semi-Government Organizations/ Autonomous Bodies / Research Institutions
6. All Central/State Universities
7. Department of Personal and Training (Surplus Cell), New Delhi.
8. NIC for uploading/ displaying on the website of the Department
9. Guard file/Spare copies

- 3 -

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

Office/Institution	Post held on regular basis	From	To	*Pay Band and Grade Pay/Pay Scale of the post held on regular basis	Nature of Duties (in detail) highlighting experience required for the post applied for

**\*Important:** Pay Level/Scale granted under ACP/MACP are personal to the officer and therefore, should not be mentioned. Only Pay Level/Scale of the post held on regular basis to be mentioned. Details of ACP/MACP with present Pay Level/Scale where such benefits have been drawn by the Candidate may be indicated as below;

Office/Institution	Pay Level/Scale drawn under ACP/MACP Scheme	From	To

8. Nature of present employment i.e. Ad-hoc or Temporary or Quasi-Permanent or Permanent			
9. In case the present employment is held on deputation/contract 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 the applicant belongs.	d) Name of the post and Pay of the post held in substantive capacity in the parent. organisation
<p><b>9.1 Note:</b> In case of Officers already on deputation, the applications of such officers should be forwarded by the parent cadre/ Department along with Cadre Clearance, Vigilance Clearance and Integrity certificate.</p> <p><b>9.2 Note:</b> Information under Column 9(c) &amp; (d) above must be given in all cases where a person is holding a post on deputation outside the cadre/ organization but still maintaining a lien in his parent cadre/organisation</p>			

A. K. Singh

<p>10. If any post held on Deputation in the past by the applicant, date of return from the last deputation and other details.</p>							
<p><b>11. Additional details about present employment:</b>          Please state whether working under (indicate the name of your employer against the relevant column)</p> <ul style="list-style-type: none"> <li>a) Central Government</li> <li>b) State Government</li> <li>c) Autonomous Organization</li> <li>d) Government Undertaking</li> <li>e) Universities</li> <li>f) Others</li> </ul>							
<p>12. Please state whether you are working in the same Department and are in the feeder grade or feeder to feeder grade.</p>							
<p>13. Are you in Revised Scale of Pay? If yes, give the date from which the revision took place and also indicate the pre-revised scale</p>							
<p>14. Total emoluments per month now drawn</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th style="width: 33%;">Basic Pay in the Pay Level/Scale</th> <th style="width: 33%;">Pay Level</th> <th style="width: 33%;">Total Emoluments</th> </tr> <tr> <td style="height: 30px;"></td> <td></td> <td></td> </tr> </table>		Basic Pay in the Pay Level/Scale	Pay Level	Total Emoluments			
Basic Pay in the Pay Level/Scale	Pay Level	Total Emoluments					
<p>15. In case the applicant belongs to an Organisation which is not following the Central Government Pay-scales, the latest salary slip issued by the Organisation showing the following details may be enclosed.</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th style="width: 33%;">Basic Pay with Level/Scale of Pay and rate of increment</th> <th style="width: 33%;">Dearness Pay/interim relief /other Allowances etc., (with break-up details)</th> <th style="width: 33%;">Total Emoluments</th> </tr> <tr> <td style="height: 30px;"></td> <td></td> <td></td> </tr> </table>		Basic Pay with Level/Scale of Pay and rate of increment	Dearness Pay/interim relief /other Allowances etc., (with break-up details)	Total Emoluments			
Basic Pay with Level/Scale of Pay and rate of increment	Dearness Pay/interim relief /other Allowances etc., (with break-up details)	Total Emoluments					
<p><b>16.A Additional information</b>, if any, relevant to the post you applied for 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)</p> <p><b>(Note: Enclose a separate sheet, if the space is insufficient)</b></p>							

At. (m. 21/11/22)

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**16.B Achievements:**

The candidates are requested to indicate information with regard to;

(i) Research publications and reports and special projects

(ii) Awards/Scholarships/Official Appreciation

(iii) Affiliation with the professional bodies/institutions/societies and;

(iv) Patents registered in own name or achieved for the organization

(v) Any research/ innovative measure involving official recognition vi) any other information.

**(Note: Enclose a separate sheet if the space is insufficient)**

17. Whether belongs to SC/ST/OBC

I have carefully gone through the vacancy circular/advertisement and I am well aware that the information furnished in the Curriculum Vitae duly supported by the documents in respect of Essential Qualification/ Work Experience submitted by me will also be assessed by the Selection Committee at the time of selection for the post. The information/ details provided by me are correct and true to the best of my knowledge and no material fact having a bearing on my selection has been suppressed/ withheld.

(Signature of the candidate)

Address \_\_\_\_\_

Date \_\_\_\_\_

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**Certification by the Employer/ Cadre Controlling Authority**

The information/ details provided in the above application by the applicant are true and correct as per the facts available on records. He/she possesses educational qualifications and experience mentioned in the vacancy Circular. If selected, he/she will be relieved immediately.

**2. Also certified that;**

- i) There is no vigilance or disciplinary case pending/ contemplated against Shri/Smt. \_\_\_\_
- ii) His/ Her integrity is certified.
- iii) His/ Her CR Dossier in original is enclosed/photocopies of the ACRs for the last 5 years duly attested by an officer of the rank of Under Secretary of the Govt. of India or above are enclosed.
- iv) No major/ minor penalty has been imposed on him/ her during the last 10 years Or A list of major/ minor penalties imposed on him/ her during the last 10 years is enclosed. (as the case may be)

**Countersigned**

\_\_\_\_\_  
(Employer/ Cadre Controlling Authority with Seal)

A. M. G. 11/11

**Points to be noted by the Borrowing/ Parent Department/ Office to be highlighted in DOP&T circular for compliance by the Ministries/ Departments]**

1. Vigilance Clearance will not normally be granted for a period of 3 years after the currency of punishment, if a minor penalty has been imposed on an officer. In case of imposition of a major penalty, Vigilance Clearance will not normally be granted for a period of 5 years after the currency of punishment in terms of DOP& T O.M. No.11012/11/2007-Estt.(A) dated 14.12.2007.
2. While forwarding applications in respect of officers who are about to complete their 'cooling-off' period shortly the instructions of DOP& T as contained in O.M. No.2/1/2012-Estt.(Pay.II) dated 04.01.2013 may be strictly adhered to.
3. A copy of the Application format may be provided by the Borrowing Department in their website in a downloadable form as Word Document along with the advertisement.
4. In the case of a vacancy already existing at the time of issue of communication inviting nominations/ publication in the Employment News, the eligibility may be determined with reference to the last date prescribed for receipt of nominations in the concerned administrative Ministry/Department. In the case of an anticipated vacancy, the crucial date for determining eligibility should be the date on which the vacancy is expected to arise.
5. It shall be prominently mentioned in the vacancy circular/ advertisement that the applications/CV not accompanied by supporting certificates/ documents in support of Qualification and Experience claimed by the candidates would not be processed for determining the eligibility of the candidates for the selection.
6. Crucial date for determining the eligibility of the applicants will be counted after excluding the first date of publication of the vacancy/ post in the Employment News. i.e., For the vacancy published in the Employment News of 18-24 Jan. 2014, the crucial date will be counted from the 19th Jan. 2014 (excluding the first date of publication).
7. To facilitate determination of eligibility of the applicants working in Public Sector Undertakings/ Autonomous organizations not following the Central Government Scales, their equivalent scales of pay/posts may be confirmed by the borrowing Department. Where necessary, details in this regard may also be ascertained from the lending Department.

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No. 12-1/2019-M&T(Admn.)  
Government of India

## Ministry of Agriculture and Farmers Welfare

### Department of Agriculture, Cooperation and Farmers Welfare

Applications are invited from eligible candidates belonging to Central Government or State Government or Union Territory Administration for filling up of one post of **Farm Superintendent** [General Central Service, Group 'B' Gazetted in Level-7 (Rs. 44900-142400)], at North Eastern Region Farm Machinery Training and Testing Institute, Biswanath Chariail (Assam) a subordinate office under Ministry of Agriculture and Farmers Welfare, Department of Agriculture, Cooperation and Farmers Welfare **on deputation (including short term contract)** basis urgently. Complete details about eligibility conditions including format of application, etc. are available on the website of Department of Agriculture, Cooperation and Farmers Welfare website [www.agricoop.nic.in](http://www.agricoop.nic.in) and the website of Farm Machinery Training and Testing Institutes [www.fmttibudni.gov.in](http://www.fmttibudni.gov.in)/[www.nrfmtti.gov.in](http://www.nrfmtti.gov.in)/ [www.srfmtti.dacnet.nic.in](http://www.srfmtti.dacnet.nic.in) /[www.nerfmtti.nic.in](http://www.nerfmtti.nic.in).

Application (in triplicate) in prescribed pro-forma with complete details should be forwarded through proper channel to the **Deputy Secretary (M&T) Room No. 298, Ministry of Agriculture and Farmers Welfare, Department of Agriculture, Cooperation and Farmers Welfare, Krishi Bhawan, Dr. Rajendra Prasad Road, New Delhi-110001**, within 60 days from the date of publication of this advertisement in the Employment News.

EN 44/88

DIRECTOR

Annexure-I

F.No A-12025/2/2021/(Estt.)(Hqrs)/E.18734

Government of India

## Ministry of Fisheries, Animal Husbandry and Dairying

### Department of Animal Husbandry and Dairying Krishi Bhawan, New Delhi

Department of Animal Husbandry and Dairying invites applications for the following post:

**Name of the post, classification and scale :** Director, CCS National Institute of Animal Health in PB-4 Rs: 37400- 67000 + Grade Pay Rs.10000/- revised to Level-14 of the Pay Matrix (Rs. 144200-Rs.218200)

**No. of vacancies :** 01

**Method of recruitment :** Deputation (including short term contract)

**Address for sending application :**

**Shri C.L. Gautam, Under Secretary [(Estt)(Hqrs)], Room No.435, Department of Animal Husbandry and Dairying, Krishi Bhawan, New Delhi-110001.**

**Tel: 011-23382779**

**E-mail Id: cl.gautam74@gov.in**

2. For eligibility criteria, i.e. educational qualification, experience, bio-data proforma etc., the applicants are advised to refer to the official website of this Department i.e. <http://dahd.nic.in>. The applications for the post, complete in all respects, should be forwarded Through Proper Channel to the respective address mentioned above **within 45 days from the date of publication of this advertisement in the Employment News.**

3. The name of the post applied for should be super scribed in bold letters on the envelope containing the application.

(C.L.Gautam)

Under Secretary to the Government of India

Tele : 23382779

EN 44/86

Email id : cl.gautam74@gov.in

13. Apprentice registration number and date:

I understand that the post applies for, by is purely a temporary one and hereby declare that the statement made and information furnished in the application are true, complete and correct to the best of my knowledge & belief.

Date:

(Signature of candidate)

List of Enclosure:

- 1.
- 2.
- 3.

Biographical data to be typed in this format and submitted  
Those filled by hand will be summarily rejected

davp 10301/11/0158/2021

EN 44/78