

No. 21/29/2022-CS.I(Coord.)
Government of India
Ministry of Personnel, Public Grievances & Pensions
Department of Personnel & Training
(CS.I Division)

2nd Floor, 'A' Wing, Lok Nayak Bhawan,
Khan Market, New Delhi
Dated the 7th December, 2022

OFFICE MEMORANDUM

Sub: Vacancy Circular (VC) for filling up the post of Executive Director, Rubber Board, Kottayam, Kerala on deputation by CSS Officers - Regarding.

The undersigned is directed to circulate herewith below mentioned Vacancy Circular No. 10/6/2022-EO(MM-II) dated 24th November 2022, from the D/o Personnel & Training, for information to all eligible CSS officers:

S.No.	Ministry/ Department/ Office	Name of the Post	Location	Application deadline
(i)	Rubber Board (D/o Commerce)	Executive Director	Kottayam, Kerala	23.12.2022

2. It may be noted that deputation of CSS Officers is governed by this Department's O.M. No. 2/2/2010-CS.I(U) dated 18th August 2010 and cadre clearance from CS.I Division will be required in case of Under Secretary & above level officers of CSS applying for deputation.

3. **In case of any further clarification, applicants are requested to contact the concerned Ministry/ Department/ Office directly.**


(Sunil Kumar)

Under Secretary to the Govt. of India

To (**through DoPT's website**):

- (i) All Cadre units of CSS.
- (ii) CSS Officers.

North Block, New Delhi
Dated, the 24th November, 2022


1. The Chief Secretaries
All State Governments.

Subject: Filling up the post of Executive Director(DS/Director level), Rubber Board, Kottayam, Kerala under the Department of Commerce.

This is regarding filling up the post of Executive Director (DS/Director level), Rubber Board, Kottayam, Kerala under the Department of Commerce on deputation basis.

3. The post may be circulated amongst officers eligible to be appointed at Deputy Secretary/Director level or equivalent level 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 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.

5. It is requested that the application(s) of the eligible candidate(s) may please be forwarded so as to reach this Department by 23rd December, 2022.

Yours faithfully,

 (Deepak Sharma)

Copy to:

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|----|---|
| 1. | Department of Commerce [Shri Mahender Chaudhary, Under Secretary] Vanijya Bhawan, New Delhi, w.r.t. their O.M. No. A-42011/2/2019 –E-IV dated 18.11.2022. |
| 2. | PA to DS(SM) for uploading the circular through bulk e-mail system. |

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Bio-Data

1.	Name	:	
2.	Date of Birth	:	
3.	Service	:	
4.	Batch	:	
5.	Contact Telephone No. (O) (R) (M)	:	
6.	Domicile	:	
7.	Educational Qualifications	:	
8.	Date of joining service	:	
9.	Present designation and pay scale	:	
10.	Period of continuous appointment on the present post	:	
11.	Date of grant of Level 13 or Grade Pay of 8700/- (if applicable)	:	
12.	Date of superannuation	:	
13.	Complete Experience/Posting Profile	:	
S.No	Period	Post held/Organization	Cadre post/Deputation post
			Place of Posting
			Brief Description
14.	Whether clear from Vigilance Angle	:	Yes/No
15.	Whether the officer has been on deputation earlier. If so please provide details of organization, nature of deputation and period (dates) of deputation	:	
16.	Whether the officer is debarred from deputation under the Central Staffing Scheme.	:	

17. 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 1-14 to be filled in by applicant.

Columns 15-18 to be filled in by Ministry/Department concerned