

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

.....  
2nd Floor, A Wing,  
Lok Nayak Bhavan  
Khan Market, New Delhi.  
Dated 17<sup>th</sup> June, 2022.

**OFFICE MEMORANDUM**

**Subject:- Filling up of the post of Deputy Director General in National Institute of Rural Development & Panchayati Raj (NIRD&PR), Hyderabad.**

The undersigned is directed to circulate the letter No. K-15017/04/2021-trg (377053) dated 27.05.2022 (along with enclosures) received from M/o & D/o of Rural Development regarding filling up the post of Deputy Director General in National Institute of Rural Development & Panchayati Raj (NIRD&PR), Hyderabad by deputation cum direct recruitment. **The last date of receipt of application is 45 days from the date of publication of this advertisement.**

2. The circular is hereby uploaded for eligible CSS Officers in terms of OM No. 2/2/2010-CS.I (U) dated 18th August 2010. **In case of any further clarification, applicants are requested to contact the concerned Ministry/Department which has advertised the circular.**

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

  
(R. Chakrapathi)

Under Secretary to the Govt. of India  
Tel.No.24629412

To :

All Ministries/ Departments (through DOPT's website)

No. K-15017/04/2021-Trg (377053)  
Government of India  
Ministry of Rural Development  
Department of Rural Development  
(Training Division)

Core-4B(UG), India Habitat Center,  
Lodhi Road, New Delhi – 110003  
Dated- 27/05/2022

To,

1. The Secretaries of all the Ministries/Departments of Government of India
2. The Chief Secretaries, all States *Through e-mail*
3. The Director General of Police, all States
4. The Chief Conservator of Forests, all States
5. The Director General, ICAR, Krishi Bhawan, New Delhi
6. The Chairman, ICAR, JNU Institutional Area, Aruna Asif Ali Marg, New Delhi – 110067.
7. The Chairman, UGC, Bahadurshah Zafar Marg, New Delhi - 110002

Subject: Filling up of the post of Deputy Director General in National Institute of Rural Development & Panchayati Raj (NIRD&PR), Hyderabad – reg.

Sir/Madam,

It is proposed to fill up the post of Deputy Director General in National Institute of Rural Development & Panchayati Raj (NIRD&PR), Hyderabad, an autonomous organization under Ministry of Rural Development, in pay scale of Rs. 37,400-67,000 (PB4) + GP Rs. 10000/- ( pay scale as per 6<sup>th</sup> CPC) on direct recruitment or on deputation basis.

2. In this connection, a copy of advertisement along with norms & criteria for the post and proforma of application are enclosed. The vacancy notice may also be visited in the official site of this Ministry ([www.rural.nic.in](http://www.rural.nic.in)) and NIRD&PR's website ([www.nird.org.in](http://www.nird.org.in)).

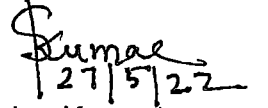
3. In this regard, it is requested that the vacancy notice may be uploaded on the official website of the concerned Ministry/Department/Organisation/State Govt. portal. It is also requested that the applications of eligible officers may be forwarded so as to reach this Department within 45 days of the publication of the advertisement.

*CS-T*

*CS  
Muney  
Choudhary*

Applications in the prescribed format should be sent through the cadre controlling authority/Department of applicant to the undersigned.

Yours faithfully,

  
27/5/22

(Sanjay Kumar)

Under Secretary to the Govt. of India

011-23381528

Email ID: [sanjay.kmr70@nic.in](mailto:sanjay.kmr70@nic.in)

**Encl. as above**

**Copy to:-**

1. The Sr. Technical Director, NIC, Computer Cell, Department of Rural Development, Krishi Bhavan, New Delhi with a request to upload the notice on [www.rural.nic.in](http://www.rural.nic.in)
2. Director General, NIRD&PR, Rajendra Nagar, Hyderabad – 500030, with a request to upload the notice on NIRD&PR's website.



Government of India  
**Ministry of Rural Development**  
 Department of Rural Development  
 (Training Division)  
 Core-4B(UG), India Habitat Center, Lodhi Road,  
 New Delhi – 110003

### Recruitment Notice

National Institute of Rural Development & Panchayati Raj (NIRD&PR), Hyderabad is an autonomous organization under the administrative control of the Ministry of Rural Development. NIRD&PR undertakes training, research, action research and consultancy functions in rural development. It provides an inter-disciplinary academic environment, backed by an excellent infrastructure and state-of-art research and computer facilities.

The Ministry invites applications in prescribed format for the post of Deputy Director General in NIRD&PR, Hyderabad.

1	Pay Band and Grade Pay (6 <sup>th</sup> CPC)	Rs. 37,400-67,000 (PB4) + GP Rs. 10000/-
2	Method of Recruitment	Deputation – cum - Direct Recruitment
3	Tenure	5 years or until he/she attains the age of 60 years, whichever is earlier
4	Age limit for Direct Recruits	Preferably below 50 years
5	Age limit for appointment by Deputation	56 years on closing date of receipt of applications

Applications in the prescribed format should be sent through the Cadre Controlling Authority/Department to the Under Secretary (Training), Ministry of Rural Development, Department of Rural Development, Core-4B(UG), India Habitat Center, Lodhi Road, New Delhi - 110003. Details regarding qualifications and experience along with application form may be downloaded from [www.rural.nic.in](http://www.rural.nic.in) or [www.nird.org.in](http://www.nird.org.in)

**LAST DATE: 45 Days from the date of the Advertisement.**

Advt. No. 1/2022 (K-15017/04/2021-Trg)

*Sumal*  
19/5/2022

(Sanjay Kumar)

Under Secretary to the Govt. of India

E-mail: [sanjay.kmr70@nic.in](mailto:sanjay.kmr70@nic.in)

संजय कुमार  
अधीनस्थ  
कृषि विभाग  
नई दिल्ली



Government of India  
**Ministry of Rural Development**  
Department of Rural Development  
(Training Division)  
Core-4B(UG), India Habitat Center, Lodhi Road,  
New Delhi – 110003

NIRD&PR is the country's apex body for undertaking training, research, action research and consultancy functions in all aspects of rural development. It provides an interdisciplinary academic environment, backed by an excellent infrastructure including a specialized library and state-of-art research and computer facilities.

NIRD&PR invites applications in the prescribed format for the following post to be filled up on **Deputation-cum-Direct Recruitment**:

- i) Name of the Post : **Deputy Director General**
- ii) Pay Band and grade pay or pay scale : Band Pay of Rs.37,400-67,000 (PB4) plus Grade pay of Rs.10,000/-

(The post carries emoluments and perks & privileges as admissible to Joint Secretary to the Government of India in otherwise exceptional cases except pensionary benefits in case of persons appointed through open market.)

- iii) Method of Recruitment : **Deputation-cum-Direct Recruitment**

- iv) Tenure: The Deputy Director General so appointed shall hold office for a term of 5 years from the date on which he assumes charge of the post or until he attains the age of 60 years, whichever is earlier.

- v) Age limit for direct recruits : Preferably below 50 years.

Note: The crucial date for determining the age-limit shall be the closing date for receipt of applications from candidates in India (and not the closing date prescribed for those in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Ladakh Division of J&K State, Lahaul&Spiti district and Pangri Sub Division of Chamba district of Himachal Pradesh, Andaman & Nicobar Islands or Lakshadweep)

### **For Deputation**

- Eligibility : Officers of All India Services (IAS/IFS/IPS) and other Group „A“ Officers under the Central or State Governments or PSUs or Semi Governments or Autonomous Bodies including Universities and Deemed Universities or Statutory Organizations who are empanelled for the post of Joint Secretary and equivalent by Department of Personnel and Training having administrative-cum-practical development experience in rural development.
- Cooling off period : As per GOI rules

### **For Direct Recruitment**

- (a) Educational Qualifications : Ph.D in Social Sciences
- Preferable : Specialization in any discipline of rural development/developmental administration from any recognized Institute/University/Academy.
- (b) Experience
- Essential : At least 15 years of experience at senior level in the Government/academics including International Institutions (Universities and Research & Policy Bodies in India and abroad) and knowledge based institutions like Universities, Training and Research Institutions and consulting organizations in India and abroad out of which 8 years minimum should be in handling assignments in the area of developmental administration including rural development, flagship programmes of Government of India/State Government or handling the administration of major institutions/department related to rural development.
- Desirable : Experience in administration of academic/training institutions working in the field of rural development policy and programmes.
- Preferable : Field experience in rural areas in India and abroad, demonstrated achievement in implementing broad based programmes in rural development of an innovative kind.
- (c) Period of Probation : 1 Year

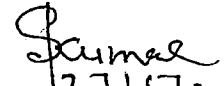
**Other Conditions:**

1. Period of deputation (including short-term contract) including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organization or department of the Central Government shall ordinarily not exceed five years. The maximum age limit for appointment by deputation shall be 56 years on the closing date of the receipt of applications.
2. For the purpose of appointment on deputation basis, the service rendered on a regular basis by an officer prior to 1<sup>st</sup> January, 2006 (the date from which the revised pay structure based on the Sixth Central Pay Commission recommendations has been extended) shall be deemed to be service rendered in the corresponding grade pay or pay scale extended based on the recommendations of the Pay Commission except where there has been merger of more than one pre-revised scale of pay into one grade with a common grade pay or pay scale, and where this benefit will extend only for the post(s) for which that grade pay or pay scale is the normal replacement grade without any upgradation
3. **Disqualification** - No person, -
  - (a) Who has entered into or contracted a marriage with a person having as spouse living; or
  - (b) Who, having a spouse living, has entered into or contracted a marriage with any person, shall be eligible for appointment to the said post.

Provided that the Central Government may, if satisfied that such marriage is permissible under the personal law applicable to such person and the other party to the marriage and that there are other grounds for so doing, exempt any person from the operation of this rule.
4. **Power to relax** – Where the Central Government is of the opinion that it is necessary or expedient to do so, it may, by order, for reasons to be recorded in writing, relax any of the provisions of these rules except condition 3 above with respect to any class or category of persons.
5. **Saving** – Nothing in these rules shall effect reservation, relaxation of age limit and other concessions required to be provided for the Scheduled Castes, the Scheduled Tribes, Other Backward Classes, the Ex-serviceman and other special categories of persons in accordance with the orders issued by the Central Government from time to time in this regard.
6. Pre-appointment formalities like verification of character antecedents etc. are required before appointing a person for the post from open market.
7. The other instructions issued by the DoPT/ACC from time to time on the above subject may also be followed.



8. The following documents also need to be sent with the application
- i. Vigilance Clearance;
  - ii. Integrity certificate;
  - iii. Major/minor penalty of statement during the last 10 years;
  - iv. Cadre clearance from the cadre controlling/appointing authority, if applicable; and
  - v. Photocopies of ACRs/APARs of last five years duly attested by an officer not below the rank of Under Secretary to the Government of India. If for some reasons, the ACRs/APARs of the officers have not been written for a particular year or a part (for more than three months) of a year, a "No Report Certificate" (NRC) for that period may be sent along.
9. Applications in the prescribed format should be sent through the Cadre Controlling Authority / Department of applicant to Under Secretary, Training Division, Ministry of Rural Development, 4-B, UG, India Habitat Centre, Lodhi road, New Delhi, 110003. Details regarding qualifications and experience along with application form may be downloaded from the official website of this Ministry ([www.rural.nic.in](http://www.rural.nic.in)) and NIRD&PR's website ([www.nird.org.in](http://www.nird.org.in)). Controlling authority concerned may forward the applications of interested and eligible officers whose services can be spared in the event of their selection to the Department of Rural Development within 45 days of the publication of the advertisement.

  
27/5/22

(Sanjay Kumar)

Under Secretary to the Government of India

LAST DATE FOR SUBMISSION OF APPLICATION: \_\_\_\_\_

**PROFORMA OF APPLICATION**

Affix recent  
passport size  
photo

POST APPLIED FOR: DEPUTY DIRECTOR GENERAL,  
NIRD & PR

1. Name & Address of the applicant  
With E-mail address & Cell No. :

2. Date of Birth:

3. Whether the application is for (1) Deputation or (2) Direct Recruitment or (3) both, please specify

4. Educational Qualifications/ Experience in accordance with the method of recruitment:

a. Whether educational & other qualifications required for the post as per the notification are satisfied (if any qualification has been treated as equivalent to the one prescribed in the rules, state the authority for the same)

Essential / desirable / preferable:

S.No	State Qualifications / Experience required as per notification	State Qualifications / experience possessed by the officer
1		
2		
3		

5. Details of employment in chronological order. Enclose a separate sheet, duly authenticated with your signature, if the space below is insufficient:

S.No	Office / Institution / organisation	Post held	From	To	Scale of pay / pay band and Grade Pay	Whether regular / adhoc / deputation	Nature of Duties performed
1							
2							
3							
4							

6.

7. Please state whether working under:
  - a) Central Government
  - b) State Government
  - c) University
  - d) Autonomous or Statutory Organisation
  - e) Recognised Research Institution
  - f) Private Organisation
  
8. 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 / organisation to which you belong:
  
9. Name of the post held substantively, if any and scale of pay thereof;
  
10. Present pay and date from which it is drawn (scale in which drawn also to be indicated)
  
11. Additional information if any which you would like to mention in support of your suitability for the post. Enclose a separate sheet, duly authenticated with your signature, if the space below is insufficient:
  
12. Please state clearly whether you fulfil all the requirements of the post viz. qualifications, experience and service in analogous post:
  
13. Remarks if any.
  
14. List of enclosures:

Certificate

Certified that the information furnished above is true and, correct to the best of my knowledge and belief. If any information is found to be wilfully suppressed or found not correct, I will forego my employment and abide by any disciplinary action by the competent Authority.

Date:

**Signature of the Candidate**

Place:

Certificate

(to be issued by the forwarding authority)

It is certified that the particulars furnished above are correct and no disciplinary case is either pending or contemplated against the officer and no penalty, major or minor, was imposed on the officer during the last 10 years and his integrity is beyond doubt.

**Signature of the Employing  
Authority with Stamp and date**

## APPLICATION PROFORMA FOR DEPUTATION

SL.No		
1	Name and Address (In Block Letters)	
2	Date of Birth (In Christian era)	
3.i)	Date of entry into service	
3.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)	
Qualifications/Experience required as mentioned in the advertisement/vacancy circular		Qualifications/experience possessed by the officer
Essential		Essential
A) Qualification		A) Qualification
B) Experience		B) Experience
Desirable		Desirable
A) Qualification		A) Qualification
B) Experience		B) Experience
<p><b>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>In the case of Degree and Post Graduate Qualifications Elective/main subjects and subsidiary subjects may be indicated by the candidate.</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		
6.1 Note: Borrowing Departments are to provide their specific comments/views confirming the relevant Essential Qualifications/Work experience possessed by the Candidate (as indicated in the Bio-data) with reference to the post applied		

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-band and Grade Pay granted under ACP/MACP are personal to the officer and therefore, should not be mentioned. Only Pay Band and Grade Pay/Pay scale of the post held on regular basis to be mentioned. Details of ACP/MACP with present Pay Band and Grade Pay where such benefits have been drawn by the Candidate may be indicated as below:

Office/Institution	Pay, Pay Band and Grade Pay 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/organisation to which the applicant belongs	d) Name of the post and Pay of the post held in substantive capacity in the parent organisation

Note: 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.

Note: Information under column 9(c) & (d) above must be given in all cases where a person is holding a post on deputation outside the cadre /organisation but still maintaining a lien in his parent cadre/organisation

10. if any post held on Deputation in the past by the applicant, date of return from the last deputation and other details.	
11. Additional details about present employment:  Please state whether working under (indicate the name of your employer against the relevant column)  a) Central Government b) State Government c) Autonomous Organization d) Government Undertaking e) Universities f) Others	
12. Please state whether you are working in the same Department and are in the feeder grade or feeder to feeder grade.	

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.		
14. Total emoluments per month now drawn		
Basis Pay in the PB	Grade Pay	Total Emoluments
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.		
Basic Pay with Scale of Pay and rate of-increment	Dearness Pay/interim relief/other Allowances etc., (with break-up details)	Total Emoluments
<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)  <b>(Note: Enclose a separate sheet, if the space is insufficient)</b>		
<b>16.B Achievements:</b> 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. <b>(Note: Enclose a separate sheet if the space is insufficient)</b>		
17. Please state whether you are applying for deputation (ISTC)/Absorption/Re-employment Basis.# (Officers under Central/State Governments are only eligible for "Absorption". Candidates of non-Government Organizations are eligible only for Short Term Contract)  # (The option of „STC“ / „Absorption“/ „Re-employment are available only if the vacancy circular specially mentioned recruitment by "STC" or "Absorption" or "Re-employment").		
18. Whether belongs to SC/ST		

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 candidates)

Address \_\_\_\_\_  
\_\_\_\_\_

Date: \_\_\_\_\_

### **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)**