

F.No.21/2/2010-CS-I(D) Misc
Government of India
Ministry of Personnel, Public Grievances and Pensions
(Department of Personnel and Training)
(CS Division)

2nd Floor, Lok Nayak Bhavan, New Delhi-03
Dated the 2nd May,2011

OFFICE MEMORANDUM

Subject:-Filling up the post of Director in the International Centre for Environment & Sustainable Development at Jaipur and Assistant Passport Officer in RPO/PO, Guwahati, Srinagar, Jammu, Delhi and Assistant Passport Officer in Hyderabad and Ahmedabad as well as Deputy Passport Officer in RPO/PO office at Bareilly, Thiruvannanthapuram, Surat, Chennai, Hyderabad, Dehradun, Bhopal, Delhi, Nagpur, Panaji and Malapuram on deputation basis – regd.

Comptroller & Auditor General of India and Ministry of External Affairs (CPV Division), New Delhi, have, vide O.M. No.1189-A.Ar.G(P)/2011 dated 13-04-2011 and V.IV/575/01/11 dated 29-03-2011 and 01-04-2011 (Copies attached), invited applications for the posts mentioned above on deputation basis. Detailed eligibility conditions, job profile etc. for the posts are at Annexure.

2. All Ministries/Departments are requested to give wide publicity to the above vacancies among CSS officers working under their control and forward duly completed applications (as per proforma enclosed), if any, alongwith detailed Bio-data, copies of last 5 years APARs i.e. from 2005-06 to 2009-10 and Vigilance Clearance etc. of the applicants to Shri Anandi Misra **(For CAG vacancy)**, Assistant Comptroller & Auditor General (Personnel), 9, Deen Dayal Upadhyaya Marg, New Delhi-110124 and Shri Virendra Singh, Under Secretary (PVA) **(For EA vacancy)**, Ministry of External Affairs, CPV Division, Patiala House Annexe, New Delhi-110001 under intimation to this Division latest by 20th May,2011 for further necessary action.


(G C Rout)

Under Secretary to the Government of India

☎:24629413

Joint Secretary (Admn./Estt)
Ministries/Departments _____(As per list)

Copy to :

1. Shri Anandi Misra Assistant Comptroller & Auditor General (Personnel), 9, Deen Dayal Upadhyaya Marg, New Delhi0110124
2. Shri Virendra Singh, Under Secretary (PVA) Ministry of External Affairs, CPV Division, Patiala House Annexe, New Delhi-110001
3. Technical Director, NIC, Computer Cell, LBN-with the request to upload in the website of the DOP&T.



सत्यमेव जयते

No. 1189-A.Ar.G (P)/2011

9, दीन दयाल उपाध्याय मार्ग, नई दिल्ली-110 124
OFFICE OF THE
COMPTROLLER & AUDITOR GENERAL OF INDIA
9, Deen Dayal Upadhyaya Marg, New Delhi - 110 124
दिनांक / DATE 13.4.2011

To

The Secretary
Department of Personnel & Training
Ministry of Personnel, Public Grievances and Pension
Government of India
New Delhi

Attention: Mr. Rajeev Kapoor, Joint Secretary

Subject: Applications for the post of Director (PB – 4 Rs. 37,400 -67,000 plus grade pay Rs. 8700) on deputation basis in the International Centre for Environment & Sustainable Development Jaipur.

Madam,

The International Centre for Environment and Sustainable Development (ICED) is being established by the Comptroller & Auditor General of India at Jaipur to carry out research, build capacity within the Indian Audit & Accounts Department and other government organizations and create awareness relating to issues of environment and sustainable development. In this regard we request you to spare the services of a Director level officer of the Central Secretariat Service with following qualifications and experience for this institute;

- The officer must have worked for at least five years in the Ministry of Environment and Forests Government of India at the level of Under Secretary or above and preferably handled issues of environment and sustainable development
- Exposure to financial management, government rules and regulations etc. is desirable
- Exposure to bilateral and multilateral international co-operation negotiations/agreements will be desirable
- The officer should have at least a "Very Good" record in the least five years.
- The officer should be clear from vigilance angle and no disciplinary proceedings should be pending and /or contemplated against the officer. No penalties should have been imposed against the officer in last ten years.

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दू. भा. / Phone : 23509600

फैक्स / Fax : 91-11-23234014

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2. The selected officer will be appointed on deputation basis and his/ her pay will be regulated as per rules. The initial period of deputation will be for one year extendable up to three years.
3. The application in the enclosed proforma along with photocopies of ACRs for five preceding years along with Vigilance and Integrity Clearance and penalty statement in respect of the eligible and willing officers may be forwarded to the undersigned within 4 weeks from the issue of this letter.

Yours faithfully,

Anadi Misra

**(Anadi Misra)
Assistant Comptroller and
Auditor General (Personnel)**

Encl: As Above

ANNEXURE-I

PROFORMA

APPLICATIONS THROUGH PROPER CHANNEL

- 1. Name & Address in Block Letters :
- 2. Date of Birth :
- 3. Date of retirement under Central/State Govt. Rules :
- 4. Present post held and whether it is Cadre or ex-cadre :
- 5. Name of Cadre :
- 6. Present basic pay, Scale, Grade Pay and total Emolument now drawn :
- 7. Date of regular/continuous appointment to the present grade :
- 8. Educational qualifications :
- 9. Special Qualifications, if any :
- 10. Record of past employment in Chronological order including nature of duties (Separate sheet may be enclosed if necessary) :
- 11. Date of return from the last ex-cadre post, If any :
- 12. Any other information :

DECLARATION

I do hereby declare that the particulars furnished by me above are correct to the best of my knowledge and belief.

Signature of the Candidate

CERTIFICATE

The above details have been checked with the office records and are found to be correct.

Cadre Controlling Authority

Sl. No 24 (A)

No.V.IV/575/03/11
Ministry of External Affairs
CPV Division

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Patiala House Annexe, New Delhi-
110001.

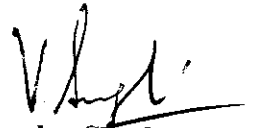
Dated : 29th March, 2011.

CIRCULAR.

The Ministry of External Affairs (CPV Division) intends to fill up the post of Assistant Passport Officer in RPO/PO Guwahati, Srinagar (2 posts), Jammu (2 posts) and Delhi (2 posts) in the pre-revised scale of Rs. 8,000-275-13,500 (revised Pay Band of Rs. 9,300-34,800 + Grade Pay Rs. 5,400/-) from amongst officers of CSS in the Ministries/Departments of the Government of India, on deputation basis. As per the existing recruitment rules for the post, an officer holding analogous post on regular basis or holding a post with 5 years regular service in the pre-revised scale of Rs. 6,500-200-10,500 (revised Pay Band Rs.9,300-34,800 + Grade Pay Rs. 4,200/-, or with 8 years regular service in the pre-revised scale of Rs. 5,500-175-9,000 (revised Pay Band Rs.9,300-34,800 + Grade Pay Rs. 4,200/- is eligible for holding the post on deputation basis.

The selected officer will be on deputation for a period of two years initially which can be curtailed or extended further depending on the requirements with the consent of the officer and with the approval of the lending Department. The usual deputation terms will apply.

All Ministries/Departments of Government of India are requested to circulate the post among the officers of CSS working with them and forward the application of eligible and interested officers, alongwith their CR dossiers and a certificate to the effect that they are clear from vigilance angle, to the undersigned latest by 29th April, 2011.



(Virendra Singh)
Under Secretary (PVA)

To:

1. All Ministries/Departments of the Government of India.
2. All Chief Secretaries to the State Government.

Copy to :

1. Director (MM), Deptt. of Personnel & Training, North Block, New Delhi.
2. Spokesman (Staff Side), JCM, Room No. 624, Akbar Bhavan, New Delhi.
3. The Resident Commissioner, Government of Assam/J&K., New Delhi.

*See 15/4/2011
Dir (Admin)*

Pl circ./upload on website.

vs (CS) / D. 15/4

15/4 2011

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No.V.IV/575/01/11
Ministry of External Affairs
CPV Division

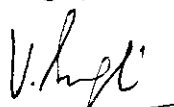
Patiala House Annexe, New Delhi-110001.
Dated : 1st April, 2011.

CIRCULAR.

The Ministry of External Affairs (CPV Division) intends to fill up a post of Regional Passport Officer in Regional Passport Office, Hyderabad & Ahmedabad in the pre-revised scale of Rs. 12,000-375-16,500/- (revised Pay Band Rs. 15,600-39,100 + Grade Pay Rs. 7,600/-) from amongst officers of CSS in the Ministries/Departments of the Government of India, on deputation basis. As per the existing recruitment rules for the post, an Officer holding analogous post on regular basis or holding a post with 5 years regular service in the pre-revised scale of Rs. 10,000-325-15,200 (revised Pay Band Rs. 15,600-39,100 + Grade Pay Rs. 6,600/-), is eligible for holding the post on deputation basis.

The selected officer will be on deputation for a period of two years initially which may be curtailed or extended further depending on the requirements with the consent of the officer and with the approval of the lending Department. The usual deputation terms will apply.

All Ministries/Departments of Government of India are requested to circulate the post amongst the officers of CSS working with them and forward the application of eligible and interested officers, alongwith their CR dossiers and a certificate to the effect that they are clear from vigilance angle, to the undersigned latest by 2nd May, 2011.


(Virendra Singh)
Under Secretary (PVA)

To :

1. All Ministries/Departments of the Government of India.
2. All Chief Secretaries to the State Governments.

Copy to :

1. Director (MM), Department of Personnel & Training, North Block, New Delhi.
2. The Resident Commissioner, Government of Andhra Pradesh & Gujarat, New Delhi for circulation among interested officers of the State.
3. NIC - with the request to upload in the website of the MEA.

15/4/11
Dir (Admin)

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