

F.No.2/1/2012-CS.I (D)
Government of India
Ministry of Personnel, Public Grievances and Pensions
Deptt. of Personnel & Training

2nd Floor, Loknayak Bhavan, New Delh-110003
Dated the 14th May,2012

Subject:-Filling up of the 1 (One) post of Dy. General Manager (Pers) and 1 (One) post of Manager (Pers) on deputation/short-term contract basis in the pay band 3 Rs.15600-39100 + GP Rs.7600/- and Rs.15600-39100 + GP Rs.6600/--regarding. ,

The undersigned is directed to say that Prasar Bharti Broadcasting Corporation of India vide their vacancy circular No. A-10/40/2012-PPC dated 4th April, 2012 (Copy enclosed), have invited applications from the officers not below the rank of Deputy Secretary/Under Secretary in the Central Secretariat Service (CSS) for filling up the aforesaid posts in the pay Band -3 of Rs.15,600-39,100 with Grade pay of Rs.7,600 & Rs. 6,600 on deputation/short term contract basis.

2 All Ministries/Departments are requested to give wide publicity to the above vacancies among Deputy Secretary/Under Secretary grade officers of CSS working under their control and names of the interested officers may be sent to Deputy Secretary/Under Secretary (Admn.), Prasar Bharti Broadcasting Corporation of India,PTI Building,2nd Floor, New Delhi alongwith attested copies of ACRs/APARs of the officer for the last five years i.e. from 2007-08 to 2011-12. **Cadre Clearance from DOP&T (CS Division) may be obtained before forwarding the applications.**


(G G-Rout)

Under Secretary to the Govt. of India
☎:24629413

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

Copy to⊗(i)Shri Jawhar Sircar, Chief Executive, Prasar Bharti Broadcasting Corporation of India, PTI Building, Sansad Marg, New Delhi-110001.,
(ii) Technical Director, NIC, Computer Cell, LBN - for uploading the O M on the DOP&T (CS Division) website & in scrolling under Vacancies Circular.

Sⁿo. 2 (1)

PRASAR BHARATI
(BROADCASTING CORPORATION OF INDIA)
Prasar Bharati Secretariat
PTI-Building, 2nd Floor,
New Delhi-110001.

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No. A-10/40/2012-PPC

Dated: 04.04.2012

To

1. The Secretary
(All Ministries/Departments)
2. The Chief Secretary,
(All States & Union Territories)

Subject: Filling up of 1(one) post of Dy. General Manager (Pers.) and 1 (One) post of Manager (Pers.), on deputation/short-term contract basis in Prasar Bharati Secretariat.

Sir,

I am directed to say that applications are invited for the following posts in Prasar Bharati Secretariat to be filled up on deputation/short-term contract basis from the eligible candidates working in Ministries/Departments of Central Government/State Governments/PSUs/Autonomous bodies:-

- i) Dy. General Manager (Pers.) – 1 post in PB-3 Rs. 15600-39100+ Grade Pay Rs.7600/-.
 - ii) Manager (Pers.) - 1 post in PB-3 Rs. 15600-39100+ Grade Pay Rs.6600/-
2. **Dy. General Manager (Pers.):** The requirement of qualification, experience and other terms & conditions for filling up the post are as follows: -
- (i) Officers under Central Govt./ State Govt./ PSUs/ Autonomous Bodies holding an analogous post on regular basis i.e. a post in PB-3 Rs. 15,600-39,100+ Grade Pay Rs. 7,600/-;
- or
- having five years of regular service in PB-3 Rs. 15,600-39,100+Grade Pay Rs.6,600/-;
- (ii) Candidate should be having sufficient experience in Administration, Establishment, Finance and Vigilance matters;
 - (iii) Candidate should not have crossed the age of 56 years; and
 - (iv) Other terms & conditions and pay & allowances of the officers selected for appointment on deputation basis will be governed as per the provisions contained in Govt. of India, DoPT's OM No. 14017/33/2005-AIS(II) (Pt.-I) dated 28.11.2007 and OM No. 14017/2/2007-Estt. (RR) dated 29.02.2008.
3. **Manager (Pers):** The requirement of qualification, experience and other terms & conditions for filling up the post are as follows: -

- (i) The Officers under Central Govt./ State Govt./ PSUs/ Autonomous Bodies holding an analogous post on regular basis i.e. a post in PB-3 Rs. 15,600-39,100+Grade Pay Rs.6,600/-;

or

having five years of regular service in PB-3 Rs. 15,600-39,100+Grade Pay Rs. 5,400/-;

or

having six years of regular service in PB-2 Rs. 9,300-34,800+Grade Pay Rs.4,800/-;

- (ii) Candidate should be having sufficient experience in Administration, Establishment, Finance and Vigilance matters;
- (iii) Candidate should not have crossed the age of 56 years; and
- (iv) Other terms & conditions and pay & allowances of the officers selected for appointment on deputation basis will be governed as per the provisions contained in Govt. of India, DoPT's OM No. 14017/33/2005-AIS(II) (Pt.-I) dated 28.11.2007 and OM No. 14017/2/2007-Estt. (RR) dated 29.02.2008.

4. Applications of eligible and willing officers may be forwarded in the enclosed Annexure through proper channel, to Manager(Pers.), Prasar Bharati Secretariat, PTI Building, Parliament Street, New Delhi-110001 within 30 days for consideration of appointment on deputation basis.

5. While forwarding the application, the following documents are also required to be sent along with the application:

- a) A certificate to the effect that the concerned forwarding/parent deptt./Ministry has no objection to the appointment of the applicant to the post applied for in Prasar Bharati, on deputation basis;
- b) CR dossier/attested copies of the ACRs of the applicant for the last five years;
- c) A certificate about the integrity of the officer recommended for appointment on deputation;
- d) Vigilance clearance in respect of the applicant duly signed by the authorized officer of the appropriate status; and
- e) A statement indicating the vigilance cases, if any, pending or contemplated against the applicant and details of penalties imposed, if any, during the last 10 years.

6. The candidates who apply for the post will not be allowed to withdraw their candidature subsequently.

Copt to:

1. JS(B), Ministry of I & B, Shastri Bhawan, New Delhi
2. All attached offices under Ministry of I & B.
3. NIC for placing the vacancy circular at DoP&T's website.
4. DDG (Tech.), Prasar Bharati for placing on the website.
5. Notice Board.

Sunita
(Sunita)
Manager (Pers.)
Tel: 23351347

o/c
9/4/2012

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APPLICATION FORM

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01.	Name & Address (in Block Letters)	
02.	Date of Birth (in Christian era)	
03.	Date of superannuation under Central/State Govt. Rules	
04.	Educational Qualifications	

05.	Whether have qualifications required for the post	
	Qualification/Experience Required	Qualification/Experience possessed by the Officer

06.	Details of employment, in chronological order. Enclose a separate sheet, duly authenticated by your signature, if the space below is insufficient:					
	Office/ Institution/ Organization	Post held	From	To	Scale of Pay and basic pay	Nature of duties

07.	Nature of present employment i.e. ad-hoc or temporary or permanent.	
08.	Whether working under: -	
	(a) Central Government	
	(b) State Government	
	(c) Autonomous Organization	
09.	Whether in revised scale of pay? If yes, give the date from which the revision took place and also indicate the pre-revised scale.	
10.	Total emoluments per month	
11.	Additional information, if any, which you would like to mention in support of your suitability for the post. Enclose a separate sheet, if the space is insufficient	
12.	Whether belongs to SC/ST/OBC	
13.	Remarks	

Signature of the Candidate

Address:

Tel:

Date:

Countersigned
(Employer)

F.No.2/1/2012-CS.I (D)
Government of India
Ministry of Personnel, Public Grievances and Pensions
Deptt. of Personnel & Training

2nd Floor, Loknaya Bhavan, New Delh-110003
Dated the 14th May, 2012

Subject:- Filling up of the post of Director (SR) in Department of Telecommunications in the pay band PB-3 on deputation & 3 posts of Deputy Directors in the Office of the Director General, Deptt. of Telecommunication, NICF, Ghaziabad/New Delhi on deputation basis in the STs grade of IP&T AFSs –regarding.

The undersigned is directed to say that Department of Telecommunications vide their Vacancy Circular No.A-32016./1/2012-Admn.II dated 12th April,2012 and No.02-01/2011-SEA-I(Pt) dated 16th April, 2012 (Copy enclosed), have invited applications from the officers not below the rank of Deputy Secretary/Under Secretary/Section Officers in the Central Secretariat Service (CSS) for filling up the aforesaid posts in the pay Band -3 of Rs.15,600-39,100 with Grade pay of Rs.7,600, Rs. 6,600 and GP Rs.5400 and in the pay scale Rs.9300-34800 + GP Rs.4800 and GP Rs.5400) as on 1st January of this year on deputation.

2 All Ministries/Departments are requested to give wide publicity to the above vacancies among Deputy Secretary/Under Secretary/Section Officer grade officers of CSS working under their control and names of the interested officers may be sent to Deputy Secretary/Under Secretary (Admn.), Deptt. of Telecommunication alongwith attested copies of ACRs/APARs of the officer for the last five years i.e. from 2007-08 to 2011-12. **Cadre Clearance from DOP&T (CS Division) may be obtained before forwarding the applications.**



(G C Rout)

Under Secretary to the Govt. of India

☎:24629413

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

Copy to (i) Ms Shyama Kuttty, DS(Admn-II.) Department of Telecommunications, Sanchar Bhavan, New Delhi-110001
(ii) Technical Director, NIC, Computer Cell, LBN-for uploading the OM on the DOP&T (CS Division) website & in scrolling under Vacancies Circular.

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No. A-32016/1/2012-Admn. II
Government of India
Ministry of Communications & Information Technology
Department of Telecommunications
New Delhi-110001

Dated the 16/03/2012

OFFICE MEMORANDUM

Subject: Filling up of the post of Director (SR) in Department of Telecommunications in the PB-3 of Rs. 15,600-39,100/- plus the Grade Pay of Rs. 7,600/- (pre-revised pay scale of Rs. 12000-16500/-) on deputation and for Armed Forces persons on deputation/re-employment basis.

It is proposed to fill up one post of Director (SR), a GCS Group 'A' post in the Pay Band PB-3 of Rs. 15,600-39,100/- plus the Grade Pay of Rs. 7,600/- (pre-revised pay scale of Rs. 12000-16500/-) in Department of Telecommunications by deputation and for Armed Forces persons by deputation/re-employment.

2. The grades from which the recruitment is to be made:

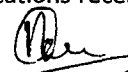
On Deputation basis: Officers under the Central Government:

- a) Holding analogous posts on regular basis; or
- b) With 5 yrs regular service in the posts in the Pay Band PB-3 of Rs. 15,600-39,100/- plus the Grade Pay of Rs. 6,600/- (pre-revised pay scale of Rs. 10000-15200/-) or equivalent; and
- c) Possessing 5 yrs experience in dealing with Staff Associations/Unions and possessing working knowledge of Joint Consultative Machinery.

For Armed Forces Persons: Deputation/Re-employment: The Armed Forces Personnel of the rank of Leut. Col./Col. and equivalent, who are due to retire or to be transferred to reserve within a period of one year and having the requisite experience prescribed above shall also be considered. Such officers will be given deputation terms upto the date on which they are due to release from the Armed Forces and thereafter they may be continued on re-employment. (Re-employment upto the age of superannuation with reference to Civil posts).

3. The pay of the officer selected will be regulated in accordance with the Ministry of Finance OM No. F.1(11)E.III/B- 75 dated 07.11.1975, as amended from time to time.

4. Applications, in duplicate, in the prescribed format given in Annexure, of the interested officers who are eligible for consideration as per the requirements and can be spared in the event of their selection, may be sent to the undersigned along – with photocopies of the ACRs for the last five years duly attested by an officer not below the rank of Under Secretary, Vigilance Clearance, Integrity Certificate, Statement of Minor/Major Penalty, if any, imposed on the officer during the last ten years **within a period of 60 days from the date of publication of this advertisement in the employment News/Roigar Samachar**. Officers who volunteer for the post will not be permitted to withdraw their names later. Incomplete applications or the applications received after the last date shall not be considered.


16/03/2012
(Nirmala Dev)

Under Secretary to the Government of India

To:

- 1) All Ministries/Department of Government of India
- 2) All Sections/Units of Deptt. of Telecom.
- 3) Under Secretary (MM), DoP&T, North Block, New Delhi
- 4) Section Officer (G-I), DoT with the request that the above vacancy may be got published in the next issue of Employment News.
- 5) Notice Board of Sanchar Bhawan/Dak Bhawan.

BIO DATA PROFORMA

1	Name & Address in Block letters						
2	Date of Birth (in Christian era)						
3	Date of retirement under Central Government						
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 rules, state the authority for the same)				Qualification/ Experience required		Qualification/ Experience possessed by the officer
	Essential 1. 2. 3. Desirable 1. 2.						
6	Please state clearly whether in the light of entries made by you above, you meet the requirements of the post						
7	Details of employment, in chronological order. Enclose a separate sheet, duly authenticated by your signature, if the space below is insufficient.						
	Office/Institute /Organization	Post held	From	To	Pay in Pay Band	Grade Pay	Nature of Duties
8	Nature of present employment, i.e. ad-hoc or temporary or quasi-permanent or permanent.						
9	In case of 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 you belong.						

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10	Additional details about present employment Please state whether working under: a. Central Government b. State Government c. Autonomous Organization d. Government Undertaking e. Universities	
11	Are you in revised scale of pay? yes, give the date from which the revision took place and also indicate the pre-revised scale.	
12	Total emoluments per month now drawn	
13	Additional information if any, which you would like to mention in support of your suitability for the post (Enclose a separate sheet if the space is insufficient)	
14	Whether belong to SC/ST	
15	Remarks	

Date :

Signature of the candidate

Address : _____

Countersigned by Employer

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Annexure-I

**Qualifications, Experience and other terms for the Posts of
Dy. Director, Training & IT in the NICF**

1.	Name of the Post	: Deputy Director, NICF
2.	Number of posts	: Three: Training-2 and IT& Trg.-1
3.	Classification	: Central Civil Service Group 'A' (Gazetted)
4.	Pay Band	: PB-3:15600-39100
5.	Grade Pay	: Rs.6600/-
6.	Training Allowance	: 30% of Basic Pay (Basic Pay is defined as Pay in the Pay Band plus grade pay)
7.	Period of Deputation	: Three years
8.	Duties & Responsibilities of the Post	<p>For Dy. Director (IT & Trg.)- One post</p> <ul style="list-style-type: none">(i) To maintain the NICF website, assist in development & knowledge management portal.(ii) To conduct training needs analysis on periodical basis, design, develop and conduct computer/ IT related courses for Group A, B & C officers of the IP&TAFS with subsequent follow up.(iii) To set up and maintain the computer lab, networking & IT infrastructure in NICF.(iv) To effectively harness IT for increasing effectiveness and efficiency of NICF in particular and P&TAFS officers/officials in general.(v) For acquiring mastery over departmental computer package being run in Department of Post and Telecom especially those related to Accounts and Finance and act as a key resource for providing support to officers/officials in P&T Accounts and Finance offices.(vi) To be on lookout for newer IT applications that could be useful in efficiency of P&TAFS officers/officials and introduce those applications through training from time to time. <p>For Dy. Director (Trg.)- Two posts</p> <ul style="list-style-type: none">(i) To conduct surveys, training needs analysis and to train and develop officers of the IP&TAFS group 'A' & 'B' with subsequent follow up programme.(ii) To study books and periodicals and other resources and produce training materials, case studies and practical exercise. To analyze, schedule and direct at least ten training programme in a year.(iii) To assist the Directors and Director General of the institute in Administrative and training/accounts matters relating to NICF/HRD of IP&TAFS Cadres.(iv) Setting up of physical infrastructure of NICF.(v) Provide assistance in conducting Mid Career Training.
9.	Eligibility	<ul style="list-style-type: none">(i) Regular officers of organized Accounts and Finance Service in STS Grade.(ii) Officers of organized Accounts and Finance service in the Junior Time Scale (Pay scale 15600-39100 + Grade Pay

			<p>Rs.5400) who have completed four years of approved service as on 1st Jan. of this year.</p> <p>(iii) Officers of organized Accounts and Finance Service in Group B' who have completed seven years regular service (in the scale Rs.9300-34800 + Grade Pay Rs.4800 and Grade Pay Rs.5,400/-) as on 1st January of this year.</p> <p>(iv) Employees of PSUs in the equivalent grade.</p> <p>(v) While selecting the candidates due consideration would be given to –</p> <p>(a) Sound knowledge and experience of Government Rules in Accounting, Financial management and Auditing in Government.</p> <p>(b) For IT Posts – Experience in maintenance of computer lab/networking/ LAN/ website.</p> <p>(c) A successful tenure as a training faculty in training centre or considerable experience of serving as guest faculty or trainers training programme undergone.</p> <p>(d) Capability to make effective presentations/deliver lectures to middle & senior level officers.</p>
10.	Pay & Allowance	:	<p>A deputationist shall be entitled to</p> <ul style="list-style-type: none">• his basic pay (pay in the parent cadre plus grade pay) drawn in his parent cadre/organization and deputation allowance as admissible <p style="text-align: center;">or</p> <ul style="list-style-type: none">• basic pay of the post of Dy. Director as shown above plus training allowance as admissible <p>as per para 7.3 of DOPT on the 17.06.2010.</p>

PROFORMA

Application for Deputation in the grade of Dy Director in the office of Director General,
National Institute of Communication Finance.

1. Name of the officer
2. Date of birth and age
3. whether belongs to SC/ST
4. Educational qualifications
5. Details of present post held:
 - a) Designation of the post held.
 - b) Scale of pay/ pay band & grade pay with present pay drawn.
 - c) Date of appointment to the post
 - d) Nature of appointment to the post
 - e) Name of the Ministry/Department where presently employed with full Address and telephone number.
6. **Details of employment/ experience:**

Office/Inst/Org	Post held	Period	Scale of pay/ pay band & grade pay with present pay	Nature of duties
(1)	(2)	(3)	(4)	(5)

7. Experience / association in training activities- Training experience of P&T Accounts and Finance Service or in organized cadre of Accounts and Finance Service in other Departments will be taken as additional experience.
8. Details of deputation held previously, if any, with full particulars.
9. Knowledge of computer, details of qualification in computer & experience, if any.
10. Remarks, if any

Signature of the candidate

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Certificate to be recorded by the Office/Departmental while forwarding the Application

1. Certified that the particulars given by the applicant are true and have been verified from the office record.
2. The applicant, if selected, will be relieved immediately.
3. Up-to-date ACR Dossiers for the last five years are enclosed.
4. It is certified that no vigilance case is pending or contemplated against him/her. There is nothing against the candidate which makes him/her ineligible for consideration for appointment to the post applied for.
5. No major/minor penalty is in force or current against the official.

Date:

Signature of Head of Office/Department

Official Seal

Telephone No.

F.No.2/1/2012-CS.I (D)
Government of India
Ministry of Personnel, Public Grievances and Pensions
Deptt. of Personnel & Training

2nd Floor, Loknayak Bhavan, New Delh-110003
Dated the 14th May, 2012

Subject:-Filling up of post of Deputy Secretary in the National Commission for Minority Educational Institutions - regarding. ,

The undersigned is directed to say that Department of Higher Education, Minority Cell vide their vacancy circular No.7-11/2007-MC dated 27th April, 2012(Copy enclosed), have invited applications from the officers not below the rank of Deputy Secretary/Under Secretary in the Central Secretariat Service (CSS) for filling up the aforesaid posts in the pay Band -3 of Rs.15,600-39,100 with Grade pay of Rs.7,600 on deputation/short term contract basis

2 All Ministries/Departments are requested to give wide publicity to the above vacancies among Deputy Secretary/Under Secretary grade officers of CSS working under their control and names of the interested officers may be sent to Deputy Secretary/Under Secretary (Admn.), Department of Higher Education, Minority Cell, Shastri Bhavan, New Delhi along with attested copies of ACRs/APARs of the officer for the last five years i.e. from 2007-08 to 2011-12. **Cadre Clearance from DOP&T (CS Division) may be obtained before forwarding the applications.**



(G C Rout)

Under Secretary to the Govt. of India

☎:24629413

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

Copy to (i) Ms Sujasha Choudhury, US(Admn.), Department of Higher Education, Minority Cell, Shastri Bhavan, New Delh-110001
(ii) Technical Director, NIC, Computer Cell, LBN-for uploading these OM on the DOP&T (CS Division) website & in scrolling under Vacancies Circular.

81. No 11 (R)

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F.No.7-11/2007-MC
Government of India
Ministry of Human Resource Deveopment
Department of Higher Education
Minority Cell

New Delhi, dated the 27th April, 2012

OFFICE MEMORANDUM

Sub: **Filling up of post of Deputy Secretary in the National Commission for Minority Educational Institutions – reg.**

It is proposed to fill up one post of Deputy Secretary in the Pay Band-3 of Rs. 15,600-39,100 with Grade Pay of Rs. 7,600/- in the National Commission for Minority Educational Institutions, an autonomous body under the Ministry of Human Resource Development, Government of India, on deputation basis on terms & conditions of foreign service for a period of three years or till further orders, whichever is earlier. The eligibility criteria is given in Annexure-I.

2. Interested and eligible officers who are well conversant with the work relating to administration, finance and accounts etc. are requested to send their applications through their controlling officers in the attached proforma (Annexure-II) to the Joint Secretary, Administration, Ministry of Human Resource Development, Department of Higher Education, Shastri Bhwan, New Delhi, latest by **30th June, 2012**. The post of Deputy Secretary in NCMEI has been granted exemption from the rule of immediate absorption by the Department of Pensions & PW.

3. Attested copies of APARs of the last five years, cadre clearance and vigilance clearance certificate may also please invariably be enclosed alongwith the application.

4. The terms & condition of deputation shall be regulated as per Deptt. of Pers. & Trg. OM No. 6/8/2009-Estt. (Pay-II) dated 17.06.2010.

Sujasha Choudhury

(Sujasha Choudhury)

Under Secretary to the Government of India

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Sh. Joshi
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To

1. All Ministries/Departments of the Government of India
2. University Grants Commission, New Delhi, All India Council for Technical Education, New Delhi, Indian Institute of Technology, New Delhi.
3. Delhi University, Jamia Milia Islamia University, Jawahar Lal Nehru University, National University Educational Planning and Administration, New Delhi.
4. All Sections of this Ministry.
5. CMIS with the request to put it on the MHRD/NCMEI website.
6. The Secretary, National Commission for Minority Educational Institutions, New Delhi.

Copy to:

1. Director(CS), Deptt of Pers. & Trng, Lok Nayak Bhawan, New Delhi with the request to circulate the vacancy amongst all cadre units.
2. Director (NIC) Deptt. of Pers. & Trg. North Block, New Delhi with the request to upload the vacancy circular at their portal for wider publicity.

Handwritten signature

Handwritten initials

ANNEXURE - I

Name of the post	Scale of Pay	No. of Posts	Eligibility Criteria
Deputy Secretary	Pay Band-3, (Rs.15,600-39,100) & Grade Pay – Rs. 7,600	1	Officers under the Central Govt. (a) (i) Holding analogous post on regular basis in the parent cadre/deptt.: or (ii) With 5 years regular service in the pay scale of Rs. 10,000-15,200/- (Pre-revised)/ Pay Band-3 of Rs. 15,600-39,100 with Grade Pay Rs. 6,600/- (b) Possessing at least 3 years experience in administration, establishment, finance and accounts matters. (C) Age limit should not be exceeding 56 years as on the receipt of application.

APPLICATION FOR THE POST OF _____

1.	Name	:	
2.	Postal Address	:	
	(i) Office		
	(ii) Residence		
	(iii) Telephone No.		
	(iv) E-mail I.D		
3.	Date of Birth	:	
4.	Service to which belongs	:	
5.	Date of entry in Central Government	:	
6.	Date of retirement under Central Govt.	:	
7.	Educational Qualifications	:	
8.	Present post held in a substantive capacity, date from which held and the scale of pay therein:	:	
	(i) Present post held		
	(ii) Date from which held		
	(iii) Scale of Pay		
	(iv) Basic Pay drawn		
	(v) Date of Next increment		
9.	Work Experience (Accounts & Finance)	:	
10.	Details of past service	:	
11.	Whether belongs to SC/ST	:	
12.	Remarks	:	

Date:
Place:

(Signature of the applicant)

CERTIFICATE

Certified that particulars given above have been verified from service records and found correct. It is also certified that no disciplinary/vigilance case is pending or contemplated against Shri

Signature and name of Head of Office
With office seal