

No. 10/5/2013-EO(MM-II)  
Government of India  
Ministry of Personnel, Public Grievances & Pensions  
Department of Personnel & Training

North Block, New Delhi  
Dated 23.12.2014

To,

1. The Chief Secretaries  
All State Governments,
2. All Secretaries  
Ministries/Departments of Government of India

24 DEC 2014

**Subject: Filling up the post of Executive Director, Tea Board, Guwahati under the Department of Commerce on deputation basis-reg.**

Sir/Madam,

This is regarding filling up the post of Executive Director, Tea Board, Guwahati under the Department of Commerce on deputation basis. The post is a non-CSS post to be filled through the Civil Services Board procedure.

2. Officers of the rank of Deputy Secretary/Director of the Government of India or equivalent level, eligible for appointment under Central Staffing Scheme are eligible for the post. The period of deputation is 4/5 years for Deputy Secretary/Director respectively.
4. 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 Dossier**. 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 no later than 23.01.2015. Those officers who had applied for the post in response to the earlier circular mentioned above need not apply again.

Yours faithfully,

*Jagannath*  
23/12/14  
(J. Srinivasan)  
Deputy Secretary (MM)  
Tel: 23092842

Copy to:

- 1 Department of Commerce, [Sh. Mahendra Chaudhary, Under Secretary], Udyog Bhavan, New Delhi w.r.t. OM No. A-12022/7/2007-E.IV dated Sept 2013.
- 2 NIC Cell, DOP&T for placing on Departmental Website.
- 3 PS to DS(MM) for uploading the circular through bulk e-mail system.