

No.28/1/2007-EO(SM-II)
Department of Personnel & Training
(Office of the Establishment Officer)

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New Delhi, the 29th December 2008.

OFFICE MEMORANDUM

The undersigned is directed to say that as per instructions of the Establishment Division of DOP&T, appointments (other than by promotion) in Govt. are to be made on the basis of open advertisement. The instructions further provide that the constitution of Search Committees cannot be a substitute for advertisement of posts, and that a minimum period of at least 4 weeks may be given to the candidates to respond to the circular/advertisement for appointment under this mechanism.

2. It has however, been observed that vacancy notification for recruitment, through open advertisement, for senior level posts in different Autonomous Institutions/Statutory Bodies/Societies substantially funded by the Govt. and the appointment to which requires ACC approval, is either not published in the National Dailies/Employment News or if published, at times, sufficient time for inviting applications is not allowed. It is also observed that some Ministries/Departments do put these vacancy notifications on their websites.

3. Due to restricted circulation/publication of vacancy notifications or allowing insufficient time for submitting applications, the response to the various posts is inadequate and at times, very limited choice is available for carrying out a proper selection.

4. In view of the above, it has been decided that the vacancy circulars in respect of posts in Autonomous Institutions/Statutory Bodies/Societies falling within the purview of the ACC are hosted on the website of the DOPT. This would be in addition to all other requirements of publishing advertisements/circulars in the 'Employment News' etc. and also the vacancy being posted on the website of the administrative Ministry/Department concerned.

5. The Ministries/Departments are requested to ensure that a copy of the vacancy circular in respect of posts in Autonomous (including Statutory) Organizations falling within the purview of the ACC are sent to the NIC Cell of the DOPT for posting it on the DOPT website [under the heading 'Vacancies in Autonomous Organizations'] at the address: Technical Director, NIC, Room No.11/A, North Block, New Delhi- 110001. The scanned copy of the vacancy circular should be e-mailed at persinfotech@nic.in with a copy to diracc@nic.in. The subject of the email should be "vacancies in Autonomous Organizations".

6. The provisions of this circular will be effective from 1st April 2009. The posting of the aforesaid vacancies on the DOPT website would be a compulsory requirement for consideration of the ACC proposals.



(P.K. Misra)
Establishment Officer and
Additional Secretary to the Government of India

To

All Secretaries to the Government of India (By name)