

No. 9/16/2013-EO(SM-I)  
Government of India  
Ministry of Personnel, Public Grievances & Pensions  
Department of Personnel & Training  
Office of the Establishment Officer

....  
North Block, New Delhi-110001, the 07<sup>th</sup> May, 2013

To

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

Subject: Filling up the post of Joint Secretary (Joint Secretary level), Warehousing Development and Regulatory Authority (WDRA) under the Department of Food and Public Distribution - regarding.

Madam/Sir,

It is proposed to fill up the post of Joint Secretary (Joint Secretary level), Warehousing Development and Regulatory Authority (WDRA) under the Department of Food and Public Distribution on deputation basis, for a period of five years, in the Pay Band of Rs.37400-67000/-(PB-4) and Grade pay of Rs.10,000/-.

2. Officers empanelled to hold Joint Secretary level post at the Centre under Central Staffing Scheme and having experience in the matter relating Food Sector preferably in Storage and Warehousing, Commodities Exchange, IT, Banking, Finance or marketing, may be nominated.
3. Names of willing and eligible officers, who can be spared by the State Governments/Ministries/Departments of the Govt. of India, may be forwarded to this Office along with cadre clearance, vigilance clearance, Minister-in-charge approval (in case of officers on Central deputation), bio-data containing details, viz. Name, DOB, Service, Batch, contact Telephone No., email address, educational qualifications, complete experience/posting details etc., enclosed proforma and CR Dossiers/Certified ACRs for the last five years.
4. The post is a non-Central Staffing Scheme post to be filled through the Civil Services Board(CSB) procedure. It may be noted that no 'Mandatory Posting Certificate' for allotment/retention of Govt. accommodation would be issued by this office to the officer appointed on the above referred post.

5. It is requested that the applications of the eligible candidates may please be forwarded so as to reach this Department within one month from the date of issue of this circular.

Yours faithfully,

Encl: A/a

(M. Devaraj)  
Director

Tel. No.: 011-2309 2187

Copy to:

1. Department of Food & Public Distribution [Shri Sudhir Kumar Secretary], Krishi Bhavan, New Delhi w.r.t. its OM No. TFC/35/2013 dated 30.04.2013.
2. NIC Cell, DOP&T for uploading on Departmental Website.
3. PS to DS(MM) for transmitting the circular through bulk e-mail system.

PTO

## PROFORMA

(To be filled in by Cadre Controlling Authority)

1. Whether clear from Vigilance angle? YES / NO
2. If the officer is in cadre:
  - i) has the officer completed the mandatory cooling-off period of 3 years after the last deputation? Yes/No/Not applicable.
  - ii) if yes, the details of last deputation, viz., name of organization, nature of deputation, period (from/to)
3. Whether the officer is Debarred from deputation under the Central Staffing Scheme. Yes/ No

Certified that the above particulars are correct and complete.

Signature  
Name/Designation & Rubber Stamp  
of the officer certifying the above particulars