

**F.No. 7/3/2018 EO(MM-II)Pt.I**  
**Government of India**  
**Ministry of Personnel, P.G. and Pensions**  
**Department of Personnel and Training**  
**(Office of the Establishment Officer)**

North Block, New Delhi  
Dated 21<sup>st</sup> September, 2020

To,  
All Secretaries,  
Ministries/Departments of Government of India

**Subject : Appointment of officers working in the Ministries/Departments under CSS/Non-CSS posts to National Institution for Transforming India(NITI) Aayog under Central Staffing Scheme on lateral shift basis.**

Sir/ Madam,

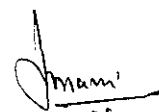
It is proposed to fill up vacancies of Deputy Secretary/Director level posts in the National Institution for Transforming India(NITI) Aayog under Central Staffing Scheme on lateral shift basis.

2. The officers who are working at DS/Director level in different Ministries/Departments under the Central Staffing Scheme/Non Central Staffing Scheme will be eligible to apply for these posts. If the officer is selected for the post, it will be treated as a 'lateral shift', which would entail additional tenure of three years as per the special dispensation allowed for appointment in NITI Aayog that permits total deputation tenure up to 8 years on shift to NITI Secretariat or vice versa. The +3 option would be available only to those officers who are already working on a CSS/Non-CSS post. The additional tenure is subject to completion of two years on the present stint on the CSS/Non-CSS post and availability of cadre clearance. In the absence of cadre clearance(for +3 tenure), the tenure will be restricted to the balance period of four/five years central deputation tenure.

3. The post may be circulated amongst the officers working at Deputy Secretary/Director or equivalent level under the Central Staffing Scheme/Non Central Staffing Scheme in the Government of India on priority basis. Names of the willing and eligible officers who can be spared by the Ministries/Departments may be forwarded to this Department along with the approval of the Minister-in-Charge, cadre clearance(for +3 tenure), vigilance clearance, detailed bio-data in the enclosed proforma and attested copies of ACR(s) for the period for which they have worked under CSS/Non-CSS.

4. It is requested that the application(s) of the eligible officer(s) may please be forwarded so as to reach this Department by 30.10.2020.

Yours faithfully,



(Chhatra Mani)

Under Secretary to Government of India  
Tel-23093846

Copy to:

1. NITI Aayog[Shri Amitabh Kant, CEO, NITI Aayog] Parliament Street, New Delhi 110001.
2. PS to DS(MM) for uploading through bulk e-mail system.

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### Bio-Data

1.	Name	:			
2	Date of Birth	:			
3	Service	:			
4	Batch	:			
5	Contact Telephone No. (O) (R) (M)	:			
6	Educational Qualifications	:			
7	Complete Experience/Posting Profile	:			
S.No	Period	Post held/Organization	Cadre post/Deputation post	Place of Posting	Brief Discription
8	Whether clear from Vigilance Angle	:	Yes/No		
9	Whether the officer has been on deputation earlier. If so please provide details of organization, nature of deputation and period (dates) of deputation	:			
10	Whether the officer is debarred from deputation under	:			

11. Certified that the above particulars are correct and complete.

Signature of the applicant

Date: \_\_\_\_\_

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

Note:

Columns 1-7 to be filled in by applicant.

Columns 8-11 to be filled in by Ministry/Department concerned