

**F.No. 7/1/2018 EO(MM-II)**  
**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 4<sup>th</sup> May, 2018

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,

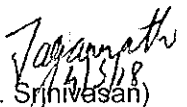
It is proposed to fill up two(2) vacancy of Deputy Secretary/Director level posts in the National Institution for Transforming India(NITI) Aayog under Central Staffing Scheme on lateral shift basis.

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 01.06.2018.

Yours faithfully,

  
(J. Srinivasan)  
Director(MM)  
Tel 23092842

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.

**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	:			
Sl.No.	Period	Post held/ organization	Cadre post/ deputation post	Place of posting	Brief Description
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 the Central Staffing Scheme	:	YES/NO		

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.*