No. 4/2/2016-FA (UN)
Government of India
Ministry of Personnel, Public Grievances and Pensions
Department of Personnel & Training

North Block, New Delhi,
Dated the 29th June, 2016

To

1. The Chief Secretaries,
   All State Governments

2. The Secretaries of the Cadre Controlling Ministries/Departments of Gp. ‘A’
   Services of the Govt. of India, participating in the Central Staffing Scheme
   (As per list attached).

Subject:- Filling up the post of Adviser to the Executive Director,
International Monetary Fund (IMF), Washington for a period of
3 years - reg.

Sir/Madam,

It is proposed to fill up the post of Adviser to the Executive Director,
International Monetary Fund (IMF), Washington for a period of three years.
The post is at Deputy Secretary/Director level.

2. The mandatory and desirable qualifications for the posts are as under:-

A. Mandatory Qualifications

i. The officer must have worked for at least two years at the Centre
   under the Central Staffing Scheme.

ii. The officer should be clear from vigilance angle.

iii. The officer should not have been debarred from central deputation.

iv. The officer should have at least ‘Very Good’ Service record. However,
    preference will be given to officers who have ‘Outstanding’ service
    record with a grading of 9 and above.

v. The officer should not be over 54 years of age.

vi. The officer should not have been posted on an assignment in a
    foreign/captive post of the GOI, earlier.

vii. The officer should not have been nominated for foreign training or
     should not be on training or foreign assignment, currently.

viii. The officer should not be on study leave or long leave.

Ix. The officer should be at least one batch below the batch currently
    empanelled as Joint Secretary.
B. Desirable Qualifications

(i) Experience in areas related to Economic Policy/Finance in the Ministries/Departments of the Government of India or in the State Governments.

(ii) Experience in dealing with Multilateral Institutions related to International Finance and Macroeconomic issues.

(iii) Degree in Economics/Post Graduate Degree in Finance/Post Graduate Diploma in Business Management with specialization in Finance/MBA in Finance.

3. These posts may be circulated amongst officers eligible to be appointed at the level of Deputy Secretary/Director in the Government of India. Names of willing and eligible officers who can be spared by the State Governments/Ministries/Departments may be forwarded/faxed to this Department along with Cadre clearance, Vigilance clearance, detailed Bio-data and ACR Dossier/certified ACR grading for the last five years. It may also be ensured that the “Cooling Off”, after a previous stint on deputation, if any, is complete and the officer is eligible to be appointed on Central Deputation.

4. It is requested that the applications of the eligible candidates may please be forwarded so as to reach this Department by 29th July, 2016

Yours faithfully,

(J. Srinivasan)
Deputy Secretary (MM)

Copy to:

1. Department of Economic Affairs, Ministry of Finance, (Shri Shaktikanta Das, Secretary), North Block, New Delhi.

2. NIC Cell, DOP&T, for placing the circular on Departmental Website under “What's New?” Category.

3. PS to DS (MM) :- With a request to upload this circular through bulk e-mail system.
# LIST OF CADRE CONTROLLING AUTHORITIES OF CENTRAL GROUP 'A' SERVICES. (As on 29.06.2016)

<table>
<thead>
<tr>
<th>Sl.No.</th>
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<tr>
<td>5.</td>
<td>Secretary. Department of Expenditure, Cost Accounts Branch, Lok Nayak Bhawan, Khan Market, New Delhi.</td>
</tr>
</tbody>
</table>
Secretary,

10. Department of Defence Production,
    New Delhi.

Defence Secretary,

11. South Block,
    New Delhi.

Secretary,

12. Ministry of Statistics & Programme Implementation,
    New Delhi.

Secretary,

13. Department of Commerce,
    New Delhi.

Secretary,

14. Ministry of Information & Broadcasting,
    New Delhi.

Secretary,

15. Ministry of Corporate Affairs,
    New Delhi.

Secretary,

16. Ministry of Environment, Forests & Climate Change,
    New Delhi.

The Secretary,

17. Ministry of Urban Development,
    New Delhi.

Secretary,

18. Department of Road Transport & Highways,
    New Delhi.
19. Secretary,
   Ministry of Power,
   New Delhi.

20. The Secretary,
    Ministry of Water Resources, River
    Development & Ganga Rejuvenation
    New Delhi.

21. Secretary,
    Ministry of Mines,
    New Delhi.
F. No. 2/9/2016-RE
Government of India
Ministry of Finance
Department of Economic Affairs
(Financial Market Division)

North Block, New Delhi.
Dated: July 1, 2016

1. All Secretaries to the Govt. of India
2. All Chief Secretaries of the State Governments/Union Territories.
3. Cadre Controlling Authorities of All India Services/Central Civil Services, Group-A.

Subject: Filling up of the post of Whole-Time Member, Securities and Exchange Board of India (SEBI), Mumbai.

Sir/Madam,

Applications are invited for filling up one post of Whole-Time Member in the Securities and Exchange Board of India (SEBI), Mumbai. The Whole-Time Member shall have an option to receive pay-(a) as admissible to an Additional Secretary to the Government of India; or (b) a consolidated salary of Rs.3,75,000/- per month.

2. The vacancy is likely to become available w.e.f. 3rd November, 2016.

3. The Whole-Time Member shall be a person of ability, integrity and standing who have shown capacity in dealing with problems relating to securities markets or have special knowledge or experience of law, finance, economics, accountancy, administration or in any other discipline, which in the opinion of the Central Government shall be useful to the Board.

4. The terms and conditions of Service of the Whole-Time Members shall be regulated by the Securities and Exchange Board of India (Terms and Conditions of Service of the Chairman and Members) Rules, 1992 as amended from time to time, which may be accessed on this Ministry’s website. The Whole-Time Member shall hold office for such period not exceeding 5 years and shall not hold office beyond 65 years of age. He/She is eligible for re-appointment.
5. The applications in respect of eligible officers/eminent qualified persons, who are interested and can be spared in the event of selection may be forwarded, duly verified/countersigned by the Head of the Department (where applicable) along with the following documents:

i. Up-to-date and complete Confidential Report (CR) dossiers in original/attested photocopies of last 5 years.

ii. Integrity Certificate.

iii. Vigilance Clearance including certification that no disciplinary proceeding(s) or criminal proceeding(s) are either pending or contemplated against the officer concerned.

iv. List of major/minor penalties, if any, imposed on the candidate during the last ten years/No penalty certificate.

6. The applications of candidates received without the CR dossier/ACRs (wherever applicable) or which does not contain the complete information or received after the due date shall not be entertained. The candidates who volunteer to be considered will not be allowed to withdraw their names later.

7. The appointment shall be made by the Central Government on recommendation of the Financial Sector Regulatory Appointments Search Committee (FSRASC) as provided in the SEBI (Terms and Conditions of Service of the Chairman and Members) Rules, 1992. It may, however, be noted that the FSRASC is free to identify and recommend any other person also, on the basis of merits, who has not applied for the post.

8. Application in the proforma annexed herewith should be forwarded through proper channel (wherever applicable) so as to reach to the undersigned in the Department of Economic Affairs, Ministry of Finance, Room No. 57, North Block, New Delhi -110001 on or before 12th August, 2016.

Enclosure: As above.

Yours faithfully,

Renuka Mishra
(Director (RE))
Tel. No.23092594
BIO-DATA PROFORMA

Application for the post of Whole-Time Member, Securities & Exchange Board of India, Mumbai

1. Name in Block Letters
2. Date of Birth
3. Present Post held & Service
4. Whether Cadre or Ex-cadre post
5. Present pay and scale of pay
6. Complete Postal Address
   i) Permanent Address
   ii) Present Address
7. Educational & Professional Qualifications
8. Details of experience and brief Service particulars
9. Please state whether you meet the requirements of the post
10. Additional information, if any.

(Signature of the Applicant)

Date:
Place:

TO BE FILLED BY THE EMPLOYER

Certified that the particulars furnished by Shri/Smt/Ms ________________________ who is working as ________________________ in this Organization are correct and no vigilance case is pending / contemplated against him/her.

Signature
Designation
**No. V.IV/575/8/2016**  
Ministry of External Affairs  
CPV Division  
Patiala House Annexe,  
Tilak Marg, New Delhi-110001,  
Dated: 15.06.2016  

**VACANCY CIRCULAR**

The Ministry of External Affairs (CPV Division) intends to fill the following posts in Passport Offices at stations indicated below amongst officers under the Central Government including officers of All India Services/ Central Secretariat Service in the Ministries/ Departments of the Government of India, on deputation basis:

<table>
<thead>
<tr>
<th>Post</th>
<th>Number of Posts &amp; Name of Passport Office</th>
<th>Scale of Pay</th>
<th>Eligibility</th>
</tr>
</thead>
</table>
| Deputy Passport Officer (DPO) | 6 (Six):  
  1 Post- Passport Office, Chennai  
  1 Post- Passport Office, Hyderabad  
  1 Post- Passport Office, Jalandhar  
  1 Post- Passport Office, Lucknow,  
  1 Post- Passport Office, Mumbai,  
  1 Post- Passport Office, Trivandrum | Pay Band-3, Rs. 15,600-39,100 + Grade Pay Rs. 6,600/- | Officers under the Central Government including officers of All India Services:  
  (a) (i) holding analogous Posts on regular basis in the parent cadre or department; or  
  (ii) with five years' service in the Grade rendered after appointment thereto on a regular basis in posts in Pay Band-3 (Rs. 15,600-39,100) and Grade Pay of Rs. 5,400 or equivalent in the Parent cadre or Department; and  
  (b) possessing the following educational qualification and experience:  
  (i) Bachelor's degree from a recognized University in India or Association of Indian Universities recognized degrees of foreign Universities;  
  (ii) One year experience in passport or Consular or Emigration or Administration or Finance or Accounts or Vigilance work. |
| Assistant Passport Officer (APO) | 3 (Three):  
  1 Post- Passport Office, Jammu  
  1 Post- Passport Office, Srinagar  
  1 Post- Passport Office, Visakhapatnam | Pay Band 3, Rs. 15,600-39,100 + Grade Pay Rs. 5,400/- | Officers under the Central Government including officers of All India Services:  
  (a) (i) holding analogous Posts on regular basis in the parent cadre or department; or  
  (ii) with two years' service in the Grade |
rendered after appointment there on a regular basis in posts in the Pay Band-2(Rs.9300-34,800 and Grade Pay of Rs. 4800 or equivalent in the parent cadre or Department; or

(iii) with three year’s service in the Grade rendered after appointment thereto on a regular basis in posts in Pay Band-2(Rs. 9300-34800 and Grade Pay of Rs. 4600 or equivalent in the parent cadre or Department; and

(b) possessing the following educational qualifications and experience:

(i) Bachelor’s degree from a recognized University in India or Association of Indian Universities recognized degrees of foreign Universities;
(ii) One year experience in passport or Consular or Emigration or Administration or Finance or Accounts or Vigilance work.

Note 1: The Departmental Officers in the feeder category who are in the direct line of promotion will not be eligible for consideration for appointment on deputation. Similarly, deputationists shall not be eligible for consideration for appointment by promotion.

Note 2: Period of deputation including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organization or department of the Central Government shall ordinarily not to exceed three years.

Note 3: The maximum age limit for appointment by deputation shall not be exceeding fifty six years as on the closing date of receipt of applications.

Note 4: For the purpose of appointment on deputation basis, the service rendered on a regular basis by an officer prior to the 1st January, 2006 or the date from which the revised pay structure based on the Sixth Central Pay Commission recommendations has been extended, shall be deemed to be service rendered in the corresponding grade pay or pay scale extended based on the recommendations of the Pay Commission except where there has been merger of more than one pre-revised scale of pay into one grade with a common grade pay or pay scale, and where this benefit will extend only for the post for which that grade pay or pay scale is the normal replacement grade without any upgradation.

2. The selected officers will be on deputation for a period of three years initially which can be curtailed or extended further, depending upon the requirement, and with the consent of the officer and approval of the lending department. The usual deputation terms will apply. The DPO/APO can be posted any of the PSK falling under the jurisdiction of respective Passport Offices.

3. All Ministries/Departments of Government of India are requested to circulate the above posts among the officers under the Central Government including officers of All India Services/ State Government, working with them and forward the application (in prescribed pro forma Annexure A)
of eligible and interested officers, along with their dossiers and a certificate to the effect that they are clear from vigilance angle, to the undersigned by 15th July, 2016.

(Anil Kumar Dhasmana)
DPO(PVA)
011-23386936

To,

1. All Ministries/Department of Government of India
2. All Chief Secretaries to the State Governments.

Copy to:-

1. Ministry of External Affairs-[Kind atttn. to: Joint Secretary (AD)]
2. Director (XP), Ministry of External Affairs, Shastri Bhawan, New Delhi with the request to upload the circular on the MEA’s website
3. Director (PSP), Ministry of External Affairs, CPV Division, New Delhi with the request to upload the circular on the Passport Seva website
4. Director (CS), DoPT, Lok Nayak Bhawan, Khan Market, New Delhi with the request to upload the circular on DoPT’s website for wider circulation
5. All Passport Offices
6. Branch Secretariat at Chennai, Kolkata, Guwahati, Hyderabad
7. Spokesman, JCM, MEA, New Delhi
8. PS to JS (PSP) & CPO, CPV Division, MEA, New Delhi
ANNEXURE – A
CURRICULAM VITAE PROFORMA

1. Name (in Block letters) ..............................................

2. Applied for the post of ..............................................

   (i) Place (Name of Station/s in order)

       (1)............
       (2)............
       (3)............

3. Date of Birth (in Christian era) ......................................

   (i) Age as on 15.07.2016

       [closing date of circular]

4. Date of retirement under Central/
   State Government Rules ..............................................

5. Educational Qualifications ..............................................

6. Whether belongs to SC/ST ..............................................

7. Educational qualifications and experienced possessed

   ________________________________
   Qualification/
   Experience possessed
   by the officers

<table>
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| Desired  | (1) |

Contd....2
8. Details of service, in chronological order. Enclose a separate sheet, duly authenticated by your signature, if the space is insufficient …

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9. Contact details:
   (A) Present Add:-
      (i) Tel. No.
      (ii) Mob. No.
      (iii) E-mail-

   (B) Office Add(with office name):-
      (i) Tel. No.
      (ii) Mob. No.
      (iii) E-mail-

10. In case the present post is held on deputation / contract basis, please state
(a) Name of Office / Organization and address (with Tel. No.)

(b) The date of initial appointment

(c) Period of appointment on deputation

(d) Name of the parent office / organization to which you belong

Contd….3
I have carefully gone through the vacancy circular and I am well aware that the Curriculum Vitae duly supported by documents submitted by me will also be assessed by the Selection Committee at the time of selection for the post.

Signature of the candidate
Address

Dated

It is certified that Shri/Ms. is clear from vigilance angle and in case of selection, he/she will be relieved.

(Signature of Head of Office with Seal)
No. V.IV/575/8/2016  
Ministry of External Affairs  
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Patiala House Annexe,  
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2. The selected officers will be on deputation for a period of three years initially which can be curtailed or extended further, depending upon the requirement, and with the consent of the officer and approval of the lending department. The usual deputation terms will apply.

3. All Ministries/Departments of Government of India are requested to circulate the above posts among the officers under the Central Government including officers of All India Services/State Government, working with them and forward the application (in prescribed proforma Annexure A) of eligible and interested officers, along with their dossiers and a certificate to the effect that they are clear from vigilance angle, to the undersigned by 15 July, 2016.

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ANNEXURE - A
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3. Date of Birth (in Christian era) .....................................

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9. Contact details:
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   (ii) Mob. No.
   (iii) E-mail-

   (B) Office Add(with office name):

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10. In case the present post is held on deputation/contract basis, please state
(a) Name of Office/Organization and address (with Tel. No.)

   (b) The date of initial appointment

   (c) Period of appointment on deputation

   (d) Name of the parent office/organization to which you belong

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I have carefully gone through the vacancy circular and I am well aware that the Curriculum Vitae duly supported by documents submitted by me will also be assessed by the Selection Committee at the time of selection for the post.

Signature of the candidate
Address

Dated

It is certified that Shri/Ms. is clear from vigilance angle and in case of selection, he/she will be relieved.

(Signature of Head of Office with Seal)