Sardar Vallabhbhai Patel National Police Academy
(Maharashtra : गृह मंत्रालय) : (Government of India : Ministry of Home Affairs)
Hyderabad – 500 052 : Hyderabad – 500 052


Dated 22 November, 2016.

To

1) All Ministries / Departments of Government of India.
2) The Chief Secretaries to Governments of all States / UTs.
3) The Directors General / Inspectors General of all States / UTs.
4) The Heads of all CAPFs.
5) High Courts of all States / UTs.
6) All Recognised Universities.

Sub: Nominations for filling up one post of Assistant Director (Law) in the SVP National Police Academy, Hyderabad on deputation for a period of one year - Reg.

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Sir,

Nominations are invited for one post of “Assistant Director (Law)”, General Central Service Group-A, Gazetted, Non-Ministerial, in this Academy on deputation for a period of one year.

2. The eligibility criteria (educational qualifications, experience, etc.) and details of the post are furnished in the enclosed Annexure – I. The candidates who apply for the post will not be allowed to withdraw their candidature subsequently.

3. It is requested that the above post may kindly be circulated among all Departments / Institutions / Offices under your charge and also hosted on their websites. The nominations of eligible officers along with, (a) their bio-data in the prescribed proforma (Annexure – II) duly attested, (b) Attested copies of Annual Confidential Reports for the last five years (from 2011-12 to 2015-16), (c) details of major and minor penalty for the last 10 years and (d) Certificate(s) of Integrity, Vigilance and Cadre Clearance, may please be forwarded to this Academy through proper channel at the earliest and in any case not later than six weeks (42 days) from the date of issue of this letter. The details including Prescribed Proforma and eligibility conditions etc are also available on SVP NPA website: www.svpnpa.gov.in.

4. Application received after the last date or application incomplete in any respect or those not accompanied by the documents/information mentioned in para 3 above will NOT be considered. The Cadre Authorities may ascertain that the particulars of the nominated officers are correct as per the service records and meeting the eligibility criteria. While forwarding the nominations, the present post, pay scale of the post held by the officer and basic pay, of the nominated officers may please be indicated without fail.

5. This is issued with the approval of Director.

Yours faithfully,

(R. Malar Vizhi)
Deputy Director(Estt)

Encl: Annexure- I & II.

Copy for favour of information to:

1. The Secretary to the Government of India, Ministry of Home Affairs, North Block, New Delhi – 110 001.
2. The Secretary, Union Public Service Commission (UPSC), Dholpur House, Shahjahan Road, New Delhi – 110 069.

S.V.P. National Police Academy, Hyderabad (040) 24015151 to 58 (8 Lines) Fax (040) 24015179
e-mail info@svpnpa.gov.in
Details of the post of Assistant Director (Law) in the SVP National Police Academy, Hyderabad – 500 052 (for one year deputation)

<table>
<thead>
<tr>
<th>S No.</th>
<th>Description</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Name of the Post</td>
<td>Assistant Director (Law)</td>
</tr>
<tr>
<td>2</td>
<td>Classification of the Post</td>
<td>General Central Service Group ‘A’ Gazetted Non-Ministerial</td>
</tr>
</tbody>
</table>
| 3     | Scale of Pay | (a) For serving State Judicial Officers: Rs.39530 – 54010/- (State Judicial Scale)  
(b) For IPS Officers: Level-11 : Rs.67700 – 208700/- [Revised]  
(c) For Non-IPS Officers / Non-Judicial Officers: Level-11 : Rs.67700 – 208700/- [Revised] |
| 4     | DA, HRA & Other allowances | As admissible under the Central Government Orders from time to time. |
| 5     | Training Allowance | 30% on Band Pay and Grade Pay [ on pre-revised scale of pay ] as Training Allowance reduced by Special Pay / Deputation Allowance as per Rules. |
| 6     | Method of Recruitment | By Deputation. |
| 7     | Eligibility Criteria: | (a) Members of the State Judicial Service in the scale of pay Rs.39530 – 54010 (State Judicial Scale) working as Civil Judges, with 5 years of service.  
(b) IPS Officers Level in the Pay Matrix Level-11 : Rs.67700-208700/- (pre-revised: PB-3 + GP Rs.6600/-) possessing a Degree in Law.  
(c) Assistant Professor (Law) with 7 years teaching and research experience in the law subject of which atleast 3 years should be in a University or Institution recognised by UGC or a National Level training institution and possessing Master’s degree in Law. |
|       | Desirable: | M.Phil / Doctorate Degree in the concerned subject from a recognised University. |
| 8     | Nature of duties | To impart training in law subjects to the trainees attending various courses in the Academy. Such other duties entrusted to him / her time to time in connection with training programmes, etc. |

(KSS Balasubrahmanyam)  
Administrative Officer(Estt)
CURRICULUM VITAE PROFORMA [For the post of Assistant Director (Law)]

1. Name of the Candidate : (in Block Letters)

2. Date of Birth : (in Christian era)

3. Date of retirement under : Central/State Government Rules.

4. Educational Qualifications :

5. Whether Educational and other qualifications : required for the post are satisfied. (If any qualification has been treated as equivalent to the one prescribed in the Rules, state the authority for the same)

<table>
<thead>
<tr>
<th>Qualification/ Experience Required</th>
<th>Qualifications/ Experience possessed by the officer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Essential</td>
<td>(1)</td>
</tr>
<tr>
<td></td>
<td>(2)</td>
</tr>
<tr>
<td></td>
<td>(3)</td>
</tr>
<tr>
<td>Desired</td>
<td>(1)</td>
</tr>
<tr>
<td></td>
<td>(2)</td>
</tr>
</tbody>
</table>

6. Please State clearly whether in the light of entries made by you above, you meet the requirement of the post.

7. Details of Employment, in chronological order. Enclose a separate sheet duly authenticated by your signature, if the space below is insufficient.

<table>
<thead>
<tr>
<th>Office / Institution</th>
<th>Post held on regular basis</th>
<th>From to</th>
<th>Scale of pay and basic pay</th>
<th>Nature of duties (in detail)</th>
</tr>
</thead>
</table>

8. Nature of present employment i.e. : Ad-hoc or Temporary or Quasi-Permanent or Permanent.
9. In case the present employment is held on deputation/contract basis, please state -
   a) The date of initial appointment
   b) Period of appointment on deputation/contract.
   c) Name of the parent office/Organization to which you belong.

10. Additional details about present employment

   Please state whether working under (indicate the name of your employer against the relevant column)
   a) Central Govt.
   b) State Govt.
   c) University
   d) Others

11. Please state whether you are working in the same Department and are in the feeder grade or feeder to feeder grade.

12. Are you in Revised Scale of Pay? If yes, give the date from which the revision took place and also indicate the pre-revised scale.

13. Total emoluments per month now drawn.[Basic Pay+ GP & Total emoluments] with latest salary slip in case other than central govt. pay scales:

14. Additional information, if any, which you would like to mention in support of your suitability for the post. (This among other things may provide information with regard to (i) additional academic qualifications (ii) professional training and (iii) work experience over and above prescribed in the Vacancy Circular/Advertisement) (Note: Enclose a separate sheet, if the space is insufficient).

15. Please state whether you are applying for deputation
9. In case the present employment is held on deputation/contract basis, please state -
   a) The date of initial appointment
   b) Period of appointment on deputation/contract.
   c) Name of the parent office/Organization to which you belong.

10. Additional details about present employment

   Please state whether working under (indicate the name of your employer against the relevant column)

   a) Central Govt.
   b) State Govt.
   c) University
   d) Others

11. Please state whether you are working in the same Department and are in the feeder grade or feeder to feeder grade.

12. Are you in Revised Scale of Pay? If yes, give the date from which the revision took place and also indicate the pre-revised scale.

13. Total emoluments per month now drawn [Basic Pay+ GP & Total emoluments] with latest salary slip in case other than central govt. pay scales:

14. Additional information, if any, which you would like to mention in support of your suitability for the post. (This among other things may provide information with regard to (i) additional academic qualifications (ii) professional training and (iii) work experience over and above prescribed in the Vacancy Circular/Advertisement) (Note: Enclose a separate sheet, if the space is insufficient).

15. Please state whether you are applying for deputation.
16. Whether belongs to SC / ST

17. Remarks
(The candidates may indicate information with regard to (i) Research publications and reports and special projects (ii) Awards/Scholarship/Official Appreciation (iii) Affiliation with the professional Bodies/institutions/societies and (iv) any other Information.
(NOTE:-Enclose a separate sheet if the space is insufficient)

I have carefully gone through the vacancy circular/advertisement and I am well aware that the information furnished in 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. The information / details provided by me are correct and true to the best of my knowledge and no material fact having a bearing on my selection has been suppressed / withheld.

Signature of the Candidate

Station :
Date :
Address

Contact Mobile No.
e-mail ID:

Certification by the Employer / Cadre Controlling Authority

The information / details provided in the above application by the applicant are true and correct as per the facts available on records. He / She possesses educational qualifications and experience mentioned in the vacancy Circular. If selected, he / she will be relieved immediately.

2 Also certified that;
i) There is no vigilance or disciplinary case pending / contemplated against Shri / Smt .......................................................... ii) His / Her integrity is certified. iii) His / Her CR Dossier in original is enclosed / photocopies of the ACRs for the last 5 years duly attested by an officer of the rank of Under Secretary of the Govt. of India or above are enclosed. iv) No major / minor penalty has been imposed on him / her during the last 10 years Or A list of major / minor penalties imposed on him / her during the last 10 years is enclosed. (as the case may be)

Countersigned

(Employer / Cadre Controlling Authority with seal)
D.O. No. I-21023/31/2016-IPS.III

The Ministry of Home Affairs invites nominations of IPS officers for Central deputation every year from various States/Cadres for filling up the vacancies at various levels, i.e. from Superintendent to Director General.

2. **For the year 2017 you are requested to send the nominations for the purpose (latest by 31.01.2017).** The detailed guidelines for drawing up the list of the officers, as given in Annexure-I, may please be strictly adhered to while forwarding the names of IPS officers for Central Deputation.

3. It is needless to mention that 40% of Senior Duty Posts in each cadre are earmarked as Central Deputation Reserve (CDR) posts. The Central Deputation Reserve (CDR) of each IPS cadre determines the extent to which the number of officers could be sent on deputation to Government of India. However, it has been the experience that the offer list of some States doesn’t contain sufficient number of names vis-a-vis CDR utilization. Hence, States need to sponsor adequate number of officers so that posts reserved for IPS officers in CAPF and CPOs are manned by them.

4. From the point of view of proper cadre management, it is necessary to ensure a satisfactory utilization of CDR by movement of officers from the States to the Centre. It would, therefore, be appropriate if a conscious attempt is made by the State Governments to forward the names of officers for deputation under the Government of India in such a manner that, as far as possible, every eligible officer gets an opportunity to serve at the Centre at least once in the middle level and again at the senior level.

5. While sponsoring officers, care may be taken to ensure that officers of different levels/ranks are adequately and proportionately represented. It is necessary to ensure that names of sufficient number of officers are made available on offer at various levels for Central Deputation.

6. A detailed exercise is undertaken before an officer is selected for a post under the Central Government. Very often it is seen that the State Governments withdraw the name of the officer(s) from offer subsequent to their selection to a post or do not relieve them for taking up the assignment at the Centre consequent upon their selection. This results in considerable delay in placement of officers at the Centre and adversely impacts the entire process of selection, deputation and cadre management.

7. The Government of India have been following the policy of debarring officers from Central Deputation for five years if any officer, on being selected, does not join within one month of issue of his/her appointment order, either on account of personal disinclination or on refusal by the concerned State Government to relieve the officer. Therefore, it may be
ensured that an officer, once placed on the offer list, continues to be available for consideration throughout the year and his name should not be withdrawn during this period barring in exceptional circumstances, and even in such an event, an intimation of change in the availability status of the officer should be given at the earliest opportunity and definitely before his selection.

8. Those officers who have not completed the required “cooling off” period in the cadre may not be included in the offer list till completion of the ‘cooling off’ period.

9. Based on previous experience it has been noticed that many States forward names of such officers for inclusion in the offer list, who have either not completed their “cooling off” period or are debarred for consideration for Central deputation. Names of such officers should not be placed in the offer list sent by the State Governments.

10. To facilitate speedy processing of the nominations, all relevant details may kindly be forwarded under the signature of an officer of the rank of not less than Joint Secretary to the State Government.

11. The ‘offer list’ of 2016 received from the State Governments will be in operation till December, 2016.

12. The details of this letter are also being placed on this Ministry’s website.

Yours Sincerely,

(KUMAR ALOK)

Shri S. M. Vijayanand
Chief Secretary
Government of Kerala
Thiruvananthapuram
Annexure-I

Guidelines for the preparation of offer list for consideration for appointments to the posts of DG/Additional DG/IG/DIG/SP under the Government of India during the year 2017.

1. ELIGIBILITY

(a) Empanelled officers as Director General at the Centre
(b) Empanelled officers as Additional Director General at the Centre
(c) Empanelled officers as Inspector General at the Centre
(d) Empanelled officers as Deputy Inspector General at the Centre
(e) Superintendent of Police
[Officers upto 2010 batches (for IB, NIA and R&AW upto 2012 batches)].

2. "COOLING OFF" PERIOD

An officer will be considered for deputation to the Central Government for the posts of SP, DIG and IG only if he has completed "cooling off" period of three years prior to the proposed date of his appointment at the Centre, after his previous Central Deputation, if any. In the case of IPS officers borne on the cadres of Assam-Meghalaya, Manipur, Tripura, Nagaland, Sikkim, Arunachal Pradesh, Mizoram and Jammu & Kashmir, the prescribed cooling off period is of two years. Officers of other cadres, who have served in Assam Meghalaya, Manipur, Tripura, Nagaland, Sikkim and Jammu & Kashmir, Mizoram and Arunachal Pradesh cadres for a period of two years in continuation of their tenure at the Centre will be eligible for re-deputation to the Centre.

The period of "cooling off" is counted from the date the officer reports to the parent cadre on reversion from Central deputation including extended deputation arising out of proceeding on study leave, EOL, etc. In case of premature repatriation on personal grounds, the "cooling off" period will count from the date on which the officer would have completed his full tenure in the normal course.

3. VIGILANCE CLEARANCE

Only those officers who are clear from vigilance be placed on offer. The requisite certificates be endorsed by an officer of not less than the rank of Joint Secretary to the State Government. In case anything adverse comes to the notice of the State Government subsequent to offering the officer(s) for Central deputation, the same should be conveyed to this Ministry immediately.

4. DEBARMENT

If an officer "on offer" is selected for a Central posting and does not report either on his own or at the instance of the State Government, he would be debarred for consideration for a post under the Government of India for a period of five years. Officers, who have already been debarred, should not be offered on deputation to the Central Government before the debarment period is over.

5. CDR UTILIZATION

In formulating the offer list for the year 2017, care may be taken to offer officers of different seniority levels in sufficient numbers in consonance with the utilization of Central Deputation Reserve (CDR) in the cadre.

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