To
The Chief Secretaries/ Administrators,
All State Governments/ Union Territories

Sub: Nominations of Indian Forest Service officers for appointment to the post of Additional Director General of Forest, New Delhi, in the HAG+ Scale of Rs. 75,500-80,000/-, on tenure deputation basis under the Central Staffing Scheme of the Ministry of Environment, Forest and Climate Change - regarding.

Sir/Madam,

The Ministry of Environment, Forest and Climate Change invites nominations of eligible and willing IFS officers from 1980-1983 batches for appointment against the post of Additional Director General of Forest, New Delhi, in the HAG+ Scale of Rs. 75,500-80,000/- under the Central Staffing Scheme of the Ministry of Environment, Forest and Climate Change. The post of ADGF will be falling vacant on 01.08.2015.

2. The criteria of eligibility laid down in the CSS-MoEF&CC dated 6th May, 2011 for holding the post of Additional Director General of Forest are as under:-

(i) Minimum 29 years of service with reference to the Year of Allotment in the IFS (as on 01.01.2015).
(ii) The officer under consideration should have a minimum of 02 years of service left before superannuation (as on 01.08.2015).
(iii) The officer should have completed mandatory cooling off period of 01 year on 01.01.2015.

3. The State Governments are requested to forward the nominations of the willing officers, who are clear from vigilance angle and whose services can be spared.

4. If an officer selected for appointment fails to take up the central deputation assignment after the appointment is approved, he will attract a ‘5 years debarment’ from central deputation including foreign deputation/foreign training/ foreign assignment etc.
5. The application complete in all respects as per Annexure-I and Annexure-II along with copy of updated Executive Record Sheet (available on the website www.ifs.nic.in), vigilance clearance, Immovable Property Return for the year 2014 (as on 01.01.2015), attested copies of ACRs for the last 08 years and concurrence of the State Governments should be sent to the Director (IFS), Room No. J-603, Jal Wing, 6th Floor, Indira Paryavaran Bhawan, Jor Bagh Road, New Delhi-110003 latest by 05.10.2015. For the officers of North East cadre, who are in the cadre, the last date of submission of application will be 20.10.2015.

6. Application received without the consent of the State/UT Government and after the last date of receipt of applications will not be entertained. The applicant may forward his/her application through online on IFS website www.nic.in. However, the application so forwarded will be eligible for consideration only after it has been received with the consent of the concerned State Government/UTs by the last date as mentioned above.

\[\text{Copy for information to:}\]

1. All Principal Chief Conservators of Forests of State/UT Administrations.
2. Managing Director, Forest Development Corporation of all States.
3. The Director General, Indian Council of Forestry Research and Education, P.O. New Forest, Dehradun - 248 06.
4. Director, IIFM, Nehru Nagar, Bhopal - 462 003.
5. The Director, Forests Survey of India, Kaulagarh Road, Dehradun - 248 195.
6. The Director, Indira Gandhi National Forest Academy, P.O. New Forest, Dehradun.
7. All IFS officers in the Ministry of Environment, Forests and Climate Change (including National Afforestation Eco-development Board) / Ministry of Agriculture / Ministry of Rural Development.
8. Regional Deputy Director (Wildlife Preservation), Wildlife Regional Officers, Delhi/Kolkata/Mumbai/Chennai.
9. Regional Addl. PCCF (C), Lucknow/Bhopal/Bhubaneswar/Bangalore/Shillong/Chandigarh/Chennai/Nagpur/Ranchi/Dehradun.
10. All Ministries of Government of India
11. NIC for placing the circular on the IFS website.

\[\text{(B.K. Singh)}\]
Director
Telefax: 011-2469 53 40.
ANNEXURE-1

APPLICATION FORM FOR CENTRAL DEPUTATION POSING UNDER
THE CENTRAL STAFFING SCHEME OF THE MINISTRY OF ENVIRONMENT,
FOREST AND CLIMATE CHANGE FOR INDIAN FOREST SERVICE OFFICERS
FOR APPOINTMENT TO THE POST OF
ADDITIONAL DIRECTOR GENERAL OF FOREST, NEW DELHI

Part-I (to be filled in by the applicant)

<table>
<thead>
<tr>
<th>S. No.</th>
<th>The year for which application is made</th>
<th>The level at which deputation is sought</th>
<th>Name of the applicant</th>
<th>Batch / year of allotment</th>
<th>Cadre</th>
<th>Date of Birth</th>
<th>Present pay scale with date of commencement of scale of pay</th>
<th>Present post held</th>
<th>Full Address for correspondence: (phone / fax / mobile / e-mail)</th>
</tr>
</thead>
<tbody>
<tr>
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</tr>
</tbody>
</table>

10. Educational qualifications

<table>
<thead>
<tr>
<th>S. No.</th>
<th>Degree/Diploma</th>
<th>University / Institute</th>
<th>Year</th>
<th>Subject(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
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</tr>
</tbody>
</table>

11. Details of postings for the last 10 years: (in descending order):

<table>
<thead>
<tr>
<th>S No.</th>
<th>Years (from – to)</th>
<th>Post held</th>
<th>Name of the organization</th>
<th>Main responsibilities in the post</th>
<th>Special attributes / achievements</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

12. Details of all deputation postings (in descending order):

<table>
<thead>
<tr>
<th>S No.</th>
<th>Years (from – to)</th>
<th>Post held</th>
<th>Organization</th>
<th>Main areas of responsibilities in the post</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

13. Date of return to Cadre from last deputation:

Station: 
Date: 
Signature: 
Name: 
Ph/Mob:
ANNEXURE

Part-II (to be filled in by the concerned State/UT Government)

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Name of the applicant</td>
</tr>
<tr>
<td>2.</td>
<td>Cadre</td>
</tr>
<tr>
<td>3.</td>
<td>Year of allotment</td>
</tr>
<tr>
<td>4.</td>
<td>Date of superannuation</td>
</tr>
<tr>
<td>5.</td>
<td>Whether the officer is clear from vigilance angle</td>
</tr>
<tr>
<td>6.</td>
<td>Is there any disciplinary proceedings pending against the officer (only the cases where charge sheets have been served)</td>
</tr>
<tr>
<td>7.</td>
<td>Has the officer ever been reprimanded/penalized or debarred from deputation, if so the details thereof</td>
</tr>
<tr>
<td>8.</td>
<td>Whether original/copies (attested) of ACRs of last 08 years enclosed</td>
</tr>
</tbody>
</table>

9. Central Deputation Reserve (in figures) as on date of sponsorship:

<table>
<thead>
<tr>
<th>Authorized</th>
<th>Filled</th>
<th>Gap</th>
</tr>
</thead>
</table>

10. State Deputation Reserve (in figures) as on date of sponsorship:

<table>
<thead>
<tr>
<th>Authorized</th>
<th>Filled</th>
<th>Gap</th>
</tr>
</thead>
</table>

It is certified that the particulars given above about the officer are correct and that in the event of the officer being selected for posting under the CSS of the MoEF, the services of the officer shall be placed at the disposal of the Central Government.

Name & designation of the Head of the Forest Department of the State/UT or the Authorized Officer

Date:

Place:

Signature of the officer concerned in the State Government/UT Government
CHECK LIST

1. Whether the application has been signed by the officer applying for deputation?

2. Whether Part II has duly been filled and signed by:
   (i) Head of Forest Department, Department of the State/UT, or the Autonomous Offices.
   (ii) Officer concerned in the State Government/UT Government.

3. Whether the ACR/APARs (duly attested) for the last 08 years have been enclosed.

4. Whether Immovable Property Return (IPR) for the year 2014 (as on 01.01.2015) is enclosed.

5. Whether copy of duly updated Executive Record Sheet is enclosed.

*****
F.No. NIPHM /2(238) /2015-Estt.

To
The Chief Secretary
Govt. of Kerala,
Thiruvananthapuram -695001.

Sub: - Advertisement for the post of Registrar at NIPHM, Hyderabad – Circulation requested – Reg.

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Sir/Madam,

National Institute of Plant Health Management (NIPHM) is an autonomous Institution under the Department of Agriculture & Cooperation, Ministry of Agriculture, Government of India and is involved in promoting environmentally sustainable Plant Health Management (PHM) practices in diverse and changing agro-climatic conditions besides extending policy support to Central and State Governments on Plant Health Management, Sanitary and Phyto-Sanitary issues and emerging biosecurity challenges etc.

The Institute has invited applications from All India Service Officers, Group ‘A’ in Junior Administrative Grade for the post of Registrar in Pay Band – 3 of Rs. 15,600-39,100/- with a Grade pay of Rs. 7,600/-. The post will be filled on deputation basis under non-Central Staffing Scheme. A copy of the advertisement and proforma application is enclosed.

It is requested to kindly circulate this letter among eligible officer of your State, who may be interested in applying for the post. Further details are available in the Institute’s website http://niphm.gov.in and interested candidates can download the Application Form.

Encl: As stated

Yours faithfully,

(V. Usha Rani, I.A.S.)
Director General
ADVERTISEMENT FOR THE POST OF REGISTRAR, NIPHM

1. Applications are invited from eligible and suitable officers of All India Services Group ‘A’ in JAG grade for filling up one post of Registrar, National Institute of Plant Health Management (NIPHM), Hyderabad, an autonomous body of Ministry of Agriculture (Department of Agriculture and Cooperation), Govt. of India required to be filled on deputation basis. The post is in the Pay Band-3 of Rs. 15,600-39,100/-plus Rs.7600/- (Grade Pay).

2. This institute imparts training in human resource development in plant protection technology. Besides, meeting the emerging training needs this institute will function as a centre of excellence and policy support centre in the matters of bilateral/multilateral negotiations on Sanitary and Phytosanitary (SPS) matters, plant protection activities, and providing training capability to private sector and farmers.

ELIGIBILITY:

3. The eligibility conditions for the post are as under:-

(i) Officers of All India Services Group ‘A’ in Junior Administrative Grade with grade pay of Rs 7600/- in the Pay Band of Rs. 15,600-39,100/- (PB-III)

OR

With three years regular service in the Senior Scale in the Pay Band of Rs. 15,600-39100/- plus Rs. 6600/- (Grade pay)

4. Maximum age limit for appointment by deputation shall not exceed 56 years as on the closing date of receipt of applications. Period of deputation including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other Organization / Department of the Central Government shall not ordinarily exceed five years.

5. The officer selected on ‘deputation’ basis will have the option to draw his grade pay plus Deputation (duty) allowance or to have his pay fixed in the scale of the post in accordance with DOPT’s O.M. No.2/8/97-Estt.(Pay.II) dated 11.03.1998 or as amended from time to time.

6. Applications (in triplicate) in the enclosed proforma, along with the complete and up-to-date Confidential Reports (photocopies of the APARs are to be got attested by an officer not below the rank of Under Secretary to the Government of India) and Integrity Certificate of eligible officers who could be spared in the event of their selection, may be forwarded to Director General, National Institute of Plant Health Management, Department of Agriculture and Cooperation, Ministry of Agriculture, Govt. of India, Hyderabad within on or before 02.11.2015. While forwarding the applications, it may also be verified and certified that the particulars furnished by the officers are correct and that no vigilance case is either pending or contemplated against them and no major/minor penalty has been imposed on them during the last 10 years. In case of any delay in obtaining clearance from Head of Department, an advance copy may be submitted on or before the closing date.
7. Please visit http://niphm.gov.in for obtaining duties and responsibilities of the post as well as proforma. Applications forwarded without the A.C.Rs/APARs Vigilance Clearance, Integrity Certificate and a statement of major/minor penalty, if any, imposed on the officers during the last 10 years or otherwise found incomplete, shall be rejected.

8. Applications received after expiry of last date shall be rejected.

**Broad duties and responsibilities attached to the post of Registrar, NIPHM are as below:**

a) The Registrar will be in-charge of the Administration Branch of the Institute and responsible for general administration and assistance to the Director General in dealing with administrative matters / administrative arrangements for seminars, conferences, training programmes, study tour, etc.

b) He shall assist the Director General in matters pertaining to the Executive Council, the General Council, and other standing committees.

c) He will be the Controlling Officer and Disciplining Authority for certain categories of staff.

d) He will be the Welfare Officer.

e) He is declared a Faculty Member in terms of DOPT OM No. 12017/2/86-Trg dated 31.3.87. He is required to take part in the academic activities of the Institute. He will be entitled to 30% of basic pay as training allowance.

**GENERAL TERMS AND CONDITIONS FOR RECRUITMENT OF REGISTRAR ON TRANSFER ON DEPUTATION BASIS**:

i. Age limit will be reckoned with reference to the closing date for receipt of the applications.

ii. The Rule of Reservation is not applicable in the case of deputationists. However, subject to availability, eligible candidates belonging to reserved categories will be duly considered as per rules in force.

iii. The Medical facilities applicable to government employees will be extended to the deputationists.

iv. The applications in prescribed proforma should reach the Registrar i/C, National Institute of Plant Health Management, Rajendranagar, Hyderabad 500 030, A.P. on or before **02.11.2015** **for the Registrar post.** In case it takes time to obtain clearance from the Head of Department, an advance copy of the application can be sent on or before the closing date.
PROFORMA APPLICATION FOR POST OF REGISTRAR

Name and address
(in Block letters)

ADDRESS -
A. OFFICE:
B. RESIDENCE:

2. Date of Birth
   (in Christian era)

3. Date of retirement under Central/
   State Government rules

4. Educational Qualifications

5. Details of employment in the chronological order. (SEPARATE SHEET MAY BE ENCLOSED)

<table>
<thead>
<tr>
<th>Office /Institute/Organization</th>
<th>Post held</th>
<th>From</th>
<th>To</th>
<th>Scale of pay and basic pay therein</th>
<th>Nature of duties performed</th>
</tr>
</thead>
</table>

6. Nature of present employment i.e. ad-hoc or temporary or quasi-permanent or permanent.

7. 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

8. Additional details about present employment.
   Please state whether working under:-
   (indicate the name of your employer against the relevant column)
(a) Central Government
(b) State Government
(c) Autonomous Organization
(d) Public Undertakings
(e) Universities
(f) Others

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

10. 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.

11. Total emoluments per month now drawn

12. 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
   (iii) Work experience over and prescribed in the vacancy circular (enclose a separate sheet if the space is insufficient)

13. Remarks (The candidates may indicate information with regard to-)
   (i) Research publications, reports, and special projects
   (ii) Awards/scholarship/official appreciation
   (iii) Affiliation with professional bodies/institutions/societies and
   (iv) Any other information.
   (Enclose a separate sheet if the space is insufficient)

Date: ___________________ Signature of candidate ___________________

Place: ___________________

Recommendation of the Competent Authority

i) Service particulars given by the applicant are verified w.r.t service records and found to be correct. Photocopies of the ACTs/APARs for preceding 5 years are enclosed.

ii) The Officer is clear from vigilance angle.

iii) If the Officer is selected for appointment on deputation in the office NIPHM, Hyderabad, he/she will be relieved within 15 days of receiving the intimation in this Ministry/Department/Organization.

Signature of the Competent Authority
(with Office Stamp)