No. 4/3/2014-FA (UN)
Government of India
Ministry of Personnel, Public Grievances and Pensions
Department of Personnel & Training

North Block, New Delhi,
Dated the 10th September, 2015

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 of the post of Counsellor (Economic) in the Economic Wing of the Embassy of India, Washington, D.C.

Sir/Madam,

It is proposed to fill up the post of Counsellor (Economic) in the Economic Wing of the Embassy of India, Washington, D.C., for a period of three years. The post is at DS/Director level.

2. The mandatory and desirable qualifications for the post 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.

x. Experience in fields of Trade, Commerce, Industry, Finance, Foreign Investment, Export Promotion, International Development Cooperation etc. at the Centre or in the State/Cadre.
B. **Desirable Qualifications**

i. Officers having experience of working in the Department of Economic Affairs would be given preference.

3. This post 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 gradings 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 **12th October, 2015**.

Yours faithfully,

![Signature](image)

(Jagannath Srinivasan)
Deputy Secretary (MM)

**Copy to:**

1. Department of Economic Affairs, Ministry of Finance, (Shri S. Selvakumar, Joint 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.
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8. Secretary,  
Ministry of Finance,  
Department of Revenue,  
North Block, New Delhi  

(i) Indian Revenue Service (IT)  
(ii) Indian Revenue Service (C&CE)  

9. Ms. Kavery Banerjee,  
Secretary,  
Department of Posts,  
Dak Bhawan, New Delhi  

Indian Postal Service  

10. Shri Rakesh Garg,  
Secretary,  
Department of Telecommunications,  
Sanchar Bhawan, New Delhi  

(i) Indian Telecom Service  
(ii) IP&T (Finance & Accounts) Service  

11. Shri Ashok Kumar Gupta,  
Secretary,  
Department of Defence Production,  
South Block, New Delhi  

Indian Ordnance Factory Service  

12. Shri G. Mohan Kumar,  
Defence Secretary,  
South Block, New Delhi  

(i) Indian Defence Estates Service  
(ii) Indian Defence Engineering Service  

13. Sh. T.C. Anant,  
Secretary,  
Ministry of Statistics & Programme Implementation,  
Sardar Patel Bhavan, New Delhi  

Indian Statistical Service  

14. Ms. Rita A. Teotia,  
Secretary,  
Department of Commerce,  
Udyog Bhavan, New Delhi  

(i) Indian Supply Service  
(ii) Indian Inspection Service  
(iii) Indian Trade Service  

15. Shri Sunil Arora,  
Secretary,  
Ministry of Information & Broadcasting,  
Shastri Bhavan, New Delhi.  

(i) Indian Information Service  
(ii) Indian Broadcasting Engineering Service  
(iii) Indian Broadcasting Programme Service

17. Shri Ashok Lavasa, Secretary, Ministry of Environment & Forests, Paryavaran Bhavan, C.G.O. Complex, Lodhi Road, New Delhi


19. Shri Vijay Chhibber, Secretary, Department of Road Transport & Highways, Parivahan Bhavan, New Delhi.

20. Shri Pradeep Kumar Pujari, Secretary, Ministry of Power, Shram Shakti Bhavan, New Delhi

21. Shri Shashi Shekhar, Secretary, Ministry of Water Resources, Shram Shakti Bhavan, New Delhi.
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(x) The officer should have experience in the fields of Trade, Commerce,
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     Development Cooperation at the Centre or in the State Government/Cadre.
(B) **Desirable Qualifications**

1. Officers having knowledge of Mandarin

2. Officers having experience of working in the Department of Economic Affairs would be given preference.

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    (iii) Indian Broadcasting Programme Service
16. Ms. Anjuli Chib Duggal,  
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    Shastri Bhavan, New Delhi.  
    Indian Company Law Service

17. Shri Ashok Lavasa,  
    Secretary,  
    Ministry of Environment &  
    Forests,  
    Paryavaran Bhavan,  
    C.G.O. Complex, Lodhi Road,  
    New Delhi  
    Indian Forest Service

18. Shri Tapan Ray,  
    Secretary,  
    Ministry of Urban Development,  
    Nirman Bhavan,  
    New Delhi.  
    CES (CPWD)

19. Shri Vijay Chhibber,  
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    & Highways,  
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    Central Road Engineering Service

20. Shri Pradeep Kumar Pujari,  
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    New Delhi  
    Central Power Engineering Service

21. Shri Shashi Shekhar,  
    Secretary,  
    Ministry of Water Resources,  
    Shram Shakti Bhavan,  
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