Subject: Appointment to the post of Technical Adviser [General Central Services; Group 'A' Gazetted; Non-Ministerial] in the Pay Band-4 (Rs. 37,400-67,000/-) with Grade Pay of Rs. 8,700/- on deputation (including short-term contract) basis in Food & Nutrition Board at New Delhi.

It is proposed to fill up one vacancy in the grade of Technical Adviser [General Central Services; Group 'A' Gazetted; Non-Ministerial] in the Pay Band-4 (Rs. 37,400-67,000/-) with Grade Pay of Rs. 8,700/- on deputation (including short-term contract) basis in Food & Nutrition Board, and attached office under the Ministry of Women & Child Development at New Delhi form amongst officers of the Central Government or State Governments or Union Territories or Universities or recognised research institutions or public sector undertakings or Semi-Government or Autonomous or Statutory organizations, fulfilling the following eligibility conditions:-

(a) (i) holding analogous posts on a regular basis in the parent cadre or deputation; or (ii) with five years' service in the grade rendered after appointment thereto on a regular basis in posts in the Pay Band-3 (Rs. 15,600-39,100/-) with Grade Pay of Rs. 7,600/- or equivalent in the parent cadre or department; and

(b) Possessing the following educational qualifications and experience:

(i) Doctorate degree in Food Science and Nutrition or Applied Nutrition or Food and Nutrition or Bio-Chemistry or Food Technology and Chemical Science or Home Science or Food Science and Technology from a recognized university or institute; and

(ii) Ten years’ experience in implementing community nutrition programmes or programme planning in nutrition and health or research in the field of nutrition supported with publications having impact factor.

2. The eligibility conditions prescribed for the post are indicated in Annexure-I.

3. The eligible officers who are willing to be considered for post of Technical Adviser may apply in the prescribed proforma as at Annexure-II to this OM to the undersigned by 04th March, 2016 or within 30 days of publication of the vacancy circular in the Employment News/Newspaper, whichever is later. The serving employees must send their application through proper channel. The application duly completed in all respects must be accompanied with the ACRs duly attested for the preceding five years, Integrity Certificate & Vigilance Clearance. Mere possession of the essential qualifications & experience does not entitle a candidate for appointment to the post of Technical Adviser. The selected officer will be on deputation (including short-term contract) for a period of three years initially which can be curtailed or extended further depending upon requirement with the consent of the officer and the approval of the lending department. The maximum age limit for appointment on deputation (including short-term contract) shall not be exceeding 56 years as on the closing date of receipt of applications.
4. The pay & allowance will be governed by the orders of the Central Government for such post.

5. The application not in the prescribed proforma or those received after the last date or not through proper channel or not accompanied by the ACRs duly attested for the preceding five years, Integrity Certificate & Vigilance Clearance shall not be considered. This Ministry reserves the right to reject any application without specifying any reasons.

Ends: As above

(A.M. Kumar)
Under Secretary to the Government of India
# 2336 4231

To

(i) All Ministries/Department of the Government of India (except Ministries of External Affairs & Railways and Lok Sabha & Rajya Sabha Secretariats)/Union Territories with the request that the vacancy may kindly be circulated and application received from all eligible officers in the prescribed form be forwarded to this Ministry within the stipulated time along with the ACRs duly attested for the preceding five years, Integrity Certificate & Vigilance clearance.

(ii) Chief Secretaries of all State Governments with request that the vacancy may kindly be circulated and applications, received from the eligible officers in the prescribed form may be forwarded to this Ministry within the stipulated time along with the ACRs duly attested for the preceding five years, Integrity Certificate & Vigilance clearance.

(iii) Director, DAVP, Soochna Bhawan, Phase-4, CGO Complex, Lodhi Road, New Delhi with request to publish the vacancy circular in Employment News in its next issue on priority and send estimates to the undersigned for payment. It is also requested that the enclosed vacancy circular may also be get published in atleast two leading national dailies in both English and Hindi.

(iv) Indian Council of Medical Research, P.O. Box No. 61911, Ansari Nagar, New Delhi-110029.

(v) National Institute of Nutrition, Jamai Osmania, P.O. Hyderabad-500 007, Telangana.

(vi) Central Food Technological Research Institute (CFTRI), Hunsur Road, Near Akashvani Circle, Devaraja Mohalla, Yadavagiri, Mysuru, Karnataka – 570 005.

(vii) Department of Biotechnology (DBT), 6th Floor, Block-2, CGO Complex, Lodhi Road, New Delhi – 110 003.

(viii) National Institute of Food Technology Entrepreneurship and Management (NIFTEM), Plot No. 97, Sector-56, HSIDC Industrial Estate, Kundli, Sonipat, Haryana – 131 028.

(ix) Indian Council of Agriculture Research (ICAR), Krishi Bhawan, Dr. Rajendra Prasad Road, New Delhi – 110 001.

(x) Director, NIC (WCD), Shastri Bhawan, New Delhi with request to place the vacancy circular in the website of the Ministry under the title “What is New”.

(xi) SO (ND) for processing payment to DAVP.

(xii) Guard file/Spare copies (20).

(A.M. Kumar)
Under Secretary to the Government of India
# 2336 4231
1. Name of the Post  : Technical Adviser
2. No. of Post  : 1 (One)
3. Classification of the post  : General Central Services (GCS); Group 'A'; Gazetted; Non-Ministerial
4. Pay Scale  : Pay Band-4 (₹ 37400-67000) + Grade of ₹ 8700/-.

5. Eligibility for deputation
   (including short term contract)

   Officers of the Central Government or State Government or Union Territories or Universities or recognized research institutions or public sector undertakings or Semi-Government or Autonomous or Statutory organizations, fulfilling the following eligibility conditions:

   **Essential:**
   (including Short term contract)

   (a) (i) holding analogous posts on a regular basis in the parent cadre or deputation; or
   (ii) with five years' service in the grade rendered after appointment thereto on a regular basis in posts in the Pay Band-3 [₹ 15,600-39,100/-] with Grade Pay of ₹ 7,600/- or equivalent in the parent cadre or department; and

   (b) Possessing the following educational qualifications and experience:

   (i) Doctorate degree in Food Science and Nutrition or Applied Nutrition or Food and Nutrition or Bio-Chemistry or Food Technology or Chemical Science or Home Science or Food Science and Technology from a recognized University or Institute; and

   (ii) Ten years' experience in implementing community nutrition programmes, or programme planning in nutrition and health or research in the field of nutrition supported with publications having impact factor.
Note 1: The departmental Joint Technical Adviser in the Pay Band-3, 15,600-39,100/- with Grade Pay of 7,600/- with five years regular service in the grade shall also be considered along with the outside candidates and in the case such person is selected for appointment, the post shall be deemed to have been filled by promotion.

Note 2: The departmental officers in the feeder category who are in the direct line of promotion shall not be eligible for consideration for appointment on deputation. Similarly, deputationists shall not be eligible for consideration for appointment by promotion.

Note 3: The period of deputation (including short-term contract) including period of deputation (including short-term contract) 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 five years.

Note 4: The maximum age limit for appointment by deputation (including short-term contract) shall not be exceeding 56 years as on the closing date of receipt of applications.

Note 5: 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 recommendations of the Sixth Central Pay Commission 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 said 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(s) for which that grade pay or pay scale is the normal replacement grade without any upgradation.
Annexure-II

Application for the post of Technical Adviser in Food & Nutrition Board

1. Name and Address (in Block letters)

2. Date of Birth (in Christian era)

3. Date of retirement under Central/State Govt. Rules

4. Educational Qualifications

5. Whether Educational and other qualifications required for the qualification 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)

   Essential

   Qualifications/Experience Required
   (1)
   (2)
   (3)

   Qualifications/Experience possessed by the officer

6. Please state that 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</th>
<th>From</th>
<th>To</th>
<th>Pay in Pay Band and the Basics 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

9. In case the present employment is held on deputation/contract basis, please state:-

10. 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) Union Territories
(d) Universities
(e) Recognized Research institute
(f) Public sector undertaking
(g) Semi-Govt.
(h) Autonomous Organization
(i) Statutory Organization
(j) Others
<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>11.</td>
<td>Please state whether you are working in the same Department and are in the feeder grade or feeder to feeder grade.</td>
</tr>
<tr>
<td>12.</td>
<td>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.</td>
</tr>
<tr>
<td>13.</td>
<td>Total emoluments per month now drawn.</td>
</tr>
</tbody>
</table>
| 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. | Whether belongs to SC/ST. |
| 16. | 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 Curriculum Vitae duly supported by documents submitted by me also be assessed by the Selection Committee at the time of selection for the post.

Signature of Candidate

Address ____________________________

Date ____________________________

Countersigned  
(Employer with Seal)
Subject: Recruitment of three posts of Assistant Editor (Group A) in Vidhi Sahitya Prakasan, Legislative Department, Ministry of Law and Justice on deputation (including short term contract/absorption basis (number of vacancies may increase/decrease).

Sir,

I am directed to state that three Group A posts of assistant Editor in the pay band-3, and scale of pay of Rs. 156000-39100 plus grade pay of Rs. 6,600/- (Rs.10000-325-15200 pre-revised) belonging to General Central Service, are to be filled up urgently in Vidhi Sahitya Prakasan, Legislative Department, Ministry of Law and Justice on deputation basis on usual terms.

2. The appointment will be made on deputation (including short-term contract)/absorption from the officers of Central Government/State Government or Union territories or Recognized Research Institutions or Universities or Public Sector Undertakings or Semi-Government or Statutory or Autonomous Organisations:-
(a) (i) holding analogous post on regular basis in the parent cadre or department; or

(ii) With 5 years' service in the grade rendered after appointment thereto on a regular basis in posts in the scale of pay of Rs.8000-13500 (pre-revised) or equivalent in the parent cadre or Department; and

(b) Possessing the following educational qualifications and experience:

(A) (i) Bachelors' Degree in Law from a recognised University or equivalent:

(ii) (a) Seven years practice as an Advocate in a High Court; or

(b) Seven years experience in State Judicial Service; or

(c) Seven years experience in legislation and legal affairs in the Law Department of a State Government; or

(d) Seven years experience in the Legislative Department of the Central Government; or

(e) Seven years experience in editing in a Department concerned with Law Reports; or

(f) Seven years experience of legislative drafting; or

(g) Seven years experience of translation in Hindi of principal and subordinate legislation; or

(h) Seven years experience in teaching or research in Law; or

(i) Master's Degree in Law from a recognized University or equivalent with eight years experience in teaching or research in Law; and
(B) had studied Hindi as a compulsory or elective subject at Bachelor’s Degree level from a recognised University or equivalent and ability to translate and edit Court Judgements in Hindi.

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 by deputation. Similarly, deputationists shall not be eligible for consideration for appointment by promotion.

Note 2 The period of deputation (including short-term contract) including period of deputation (including short-term contract) in another ex-cadre post held immediately preceding this appointment in the same or some other organisation or Department of the Central Government shall ordinarily not to exceed four years.

Note 3 The maximum age limit for appointment by deputation (including short-term contract) shall not be exceeding 56 years as on the closing date of the receipt of application.

3. It is requested that the particulars of the eligible persons, who fulfil the required qualification and can be considered for appointment to the above mentioned post and whose service could be spared immediately may be forwarded to this Prakashan in the proforma enclosed along with their vigilance clearance, integrity certificate, no penalty certificate for the last ten years which should be given on a separate sheet, along with copy of the up-to-date A.C.Rs./APARs for the last five years duly authenticate by an office not below the level of Under Secretary, so as to reach the undersigned latest within 45 days from the date of publication in the Employment News’.
4. Those who apply for the post will not be allowed to withdraw their names afterwards.

5. Hindi version is enclosed.

Yours faithfully,

(C. Mohandas)

Under Secretary to the Govt. of India

To

1. All Ministries/Department of the Government of India with the request to circulate the post in the Ministry/Depts and also among their attached and subordinate offices including Universities/Recognised Research Institutions/Semi Government/ Autonomous Organizations under their administrative control for wide publicity.

2. Chief Secretaries to the all State Governments with the request to circulate the post in the Departments under the administrative control of the state Government for wide publicity.

3. The Director, Employment News, R.K. Puram, New Delhi, with the request that this circular may please be published immediately in the forthcoming issue of the Employment News for giving wide publicity. Hindi version of this is enclosed.

4. Chief Editor, Rajya Sabha Secretariat, New Delhi.

5. Chief Editor, Lok Sabha Secretariat, New Delhi.


7. Director, Central Hindi Directorate, D/o Education, RFK Puram, New Delhi

8. Secretary, Legislative Department(Hindi), Govt. of Rajasthan, Jaipur.
9. Secretary, Legislative Department (Hindi), Govt. of Madhya Pradesh, Bhopal.
10. Secretary, Legislative Department (Hindi), Govt. of U.P., Lucknow.
11. President, Bar Association, High court of Rajasthan, Jaipur.
12. President, Bar Association, High Court of Delhi, Delhi.
13. President, Delhi Bar Association, tis Hazari, Delhi.
14. Dean, Faculty of Law, University of Delhi, Delhi.
15. Dean, Faculty of Law, Ch. Charan Singh University, Meerut, UP.
16. Dean, Faculty of Law, Hamidia University, Bhopal.
17. Dean, Faculty of Law, University of Lucknow, Lucknow, UP.
18. Dean, Faculty of Law, University of Allahabad, Allahabad, UP.
19. Dean Faculty of Law, Agra University, Agra, UP.
20. Central Translation Bureau, 7th Floor, Paryavaran Bhawan, CGO Complex, New Delhi.
21. Incharge, NIC, Legislative Department with the request to upload this circular on the website of this Department.

(C. Mohandas)

Under Secretary to the Govt. of India
PROFORMA

1. Name of the Officer:
2. Post for which to be considered:
3. Date of Birth:
4. Educational Qualification:
5. Present post held (with pay scale and date of appointment):
6. Permanent post held:
7. Brief particulars of service with nature of duties performed and experience:
8. Whether the officer belongs to Scheduled Caste/Scheduled Tribes community:
9. Present address:
10. Remarks:

Signature of the candidate

DEPARTMENTAL ENDORSEMENT

Certified that the information given by Shri/Smt./Ms. .................................................. is correct and his/her services, will be spared in the event of his/her selection for appointment by 'deputation' to the post of Assistant Editor in Vidhi Sahitya Prakashan, Legislative Department, Ministry of Law and Justice. He/She is clear from vigilance angle and no major/minor penalty has been imposed on him/her during the preceding 10 years. It is also certified that there is no doubt about the integrity of officer and cadre clearance in respect of him/her has already been obtained. Copies of last five years Annual Confidential Report in respect of the officer concern are enclosed.

Signature........................................
Name........................................
Designation..................................
Department..................................

Date:
लेख में,


विषयः विविध साहित्य प्रकाशन, विविध विवाह, विविध और व्यापार मंत्रालय में प्रतिनियुक्ति (जिसके अंतर्गत अन्यकालिक पत्रिकाओ भी हैं) आमेल द्वारा अध्ययन, पर महंगाई संज्ञापक के सीन पदों पर भर्ती ।

महोदयः

मुझे यह कहने का निदेश हुआ है कि विविध और व्यापार मंत्रालय, विविध विवाह, विविध साहित्य प्रकाशन में केन्द्रीय साधारण सेवा से संबंधित वेतन 3, तथा 15,600-39,100 रुपये जमा, 4,000 वेतन 6,600 रुपये (10,000-325-15,200 रु. पूर्व निर्देश) के वेतन के माह संपादक समूह 'क' के तीन पद प्रारंभिक प्रतिनियुक्ति निर्देशों पर शीर्षक पूर्ववर्ती भरे जाने हैं ।

2. प्रतिनियुक्ति केन्द्रीय सरकार/क्षेत्र सरकार या संघ राज्यक्षेत्र या मान्यताप्राप्त अनुसंधान संस्थाओं या विश्वविद्यालयों या परिसंचरण संस्थाओं या अन्य सङ्गठनों के अधीन के ऐसे अधिकारियों में से प्रतिनियुक्ति (जिसके अंतर्गत अन्यकालिक पत्रिकाओं भी हैं) आमेल द्वारा विवरण और परीक्षण दिया जाना है ।

(क) (i) जो गूल का पत्र या विवाह में प्रतिनियुक्ति पर वार्षिक पर व्यक्ति के हुए हैं ; या
(ii) जिन्होंने गूल का पत्र या विवाह में 8000-13500 रुपये (पूर्व निर्देश) के या संयुक्त वेतन के वाले पदों पर प्रतिनियुक्ति के पक्षात्मक निर्देश अध्ययन पर उन श्रेणी में पांच वर्ष सेवा की हैं ; और

(ख) जो मिलाकर विविध अधिकार और अनुभव रखते हैं ।

(ग) (i) किसी मान्यताप्राप्त विश्वविद्यालय से विविध में स्नातक डिग्री या समान /
(ii) (क) उच्च व्यवसाय में अधिवक्ता के रूप में सात वर्ष का विविध व्यवसाय ; या
(ख) न्यायिक सेवा में सात वर्ष का अनुभव ; या
(ग) उच्च संस्करण के विविध विवाह में विवाह का विवि कार्य में सात का अनुभव ; या
(घ) केन्द्रीय सरकार के विविध विवाह में सात वर्ष का अनुभव ; या
(ङ) विविध निर्देशों से संबंधित विवाह के विवाह का अनुभव ।
(च) विविध वातावरण के सात वर्ष का अनुभव ; या
(३) मूल और अधीनस्त विधान का हिंदी में अनुवाद का सात वर्ष का अनुभव ; या
(४) विधि में अध्यापन या अनुसंधान में सात वर्ष का अनुभव ; या
(५) किसी मान्यताप्राप्त विद्यालय या विधि में मास्टर किसी या, सम्पूर्ण और विधि में अध्यापन या अनुसंधान में आठ वर्ष का अनुभव ; और
(६) जिसमें किसी मान्यताप्राप्त विद्यालय से हिंदी स्नातक पर हिंदी और अंग्रेजी दोनों विषय वैकल्पिक या अनिवार्य विषय के रूप में पढ़े हो या सम्पूर्ण और किसी पास हिंदी में व्याकरण निर्धारण के अनुबंध के और संपादन करने की योग्यता हो।

प्रकार 1.- पोषक प्रवर्तक के ऐसे रचनात्मक प्रख्याती जो प्रानि स्त्री शहिदियों के हैं, प्रतिनिधित्वर्त नियुक्ति पूर्व प्रशिक्षक के लिए नियुक्ति के लिए नियुक्ति के लिए विचारक करे जाने के पाठ नहीं होने। इसी प्रकार, प्रतिनिधित्व के लिए नियुक्ति के लिए नियुक्ति के लिए विचारक करे जाने के पाठ नहीं होने।

प्रकार 2.- प्रतिनिधित्वर्त नियुक्ति के उद्योग, (जिसके अंतर्गत अधिकारिक संबद्ध भी है) कर्मचारी सरकार में उसी या किसी अन्य संगठन या विधि में इस नियुक्ति के हेतु पहले भाग तिसी अन्य कार्यक्रम माह पद पर प्रतिनिधित्व की अवधि (जिसके अंतर्गत अधिकारिक संबद्ध भी है) है साधारणतया चार वर्ष से अधिक नहीं होगी।

प्रकार 3.- प्रतिनिधित्व के लिए अधिकारिक आयु-शीर्षा आवेदन प्राप्त करने की अनिवार्य तारीख को 86 वर्ष से अधिक नहीं होगी।

3. यह अनुस्पद किया जाता है कि ऐसे पाठ व्यक्तियों की, जो अपेक्षित आयु-शीर्षा करते हैं और जिनके लिए उच्चवर्त पद पर नियुक्ति के लिए विचारक नियुक्ति आयु-शीर्षा हो और जिन्हें उच्चवर्त सेवा करने का आयु-शीर्षा नियुक्ति आयु-शीर्षा हो, विशेषतः वे इसके साथ संलग्न प्राप्ति में इस प्रकार की उन्हें विशेष विषय वर्त पद की तरीकता निर्देश और अध्यापन वैसेक्स गोपनीय शिक्षा के साथ इस प्रकार के भेजे कि वे शेष विद्यालयीय के पद की तारीख में 45 दिन के अंतर अनुसंधान को प्राप्त हो जाएँ।

4. अनुस्पद किया जाता है कि इसके अवधारणा प्रकार के लिए विधित्रों को वृद्धि शंकालय, आदि के प्रशासनिक नियंत्रण के अधीन अभी संलग्न और अधीनस्त कार्यालयों का भी पूर्णांक दी जाए। उन अन्याधीनों का, जो उक्त पद के लिए आवेदन करते हैं आवेदन करने के प्रशासन उन्हें नाम वापस लेने के लिए अनुबंध नहीं किया जाएगा।

भावनीप्रीति
(1909-मंत्री)
सी. मोहनदास
(सी.मोहनदास)
अध्याय, भारत सरकार
प्रति निम्नलिखित को-

1. भारत सरकार के सभी मंत्रालयों/विभागों को इस अनुदेश के साथ कि पद को मंत्रालयों/विभागों में और साथ ही उनके संलग्न और अधीनस्थ कार्यालयों को जिनके अंतर्गत उनके प्रशासनिक नियंत्रण के अंदर आने वाले विश्वविद्यालय/मान्यताप्राप्त अनुसंधान संस्था/आर-सरकारी/स्वायत्त संस्था संलग्न है, व्यापक प्रधान के लिए परिचितित किया जाए।

2. ध्यान साधित, सभी रज्जु सचिव को इस निदेशन के रूप में प्रहसित किया जाता है कि वे अपने प्रशासनिक नियंत्रण के अंदर सभी विभागों में व्यापक प्रधान के लिए पद्धति करें।

3. निदेशक, रेजिडेंट संस्थान, आर.को. पुराण, नई दिल्ली को इस अनुदेश के साथ कि इस पद्धति को व्यापक प्रधान देने के लिए 'रेजिडेंट संस्थान' के आगमनी अंदर तुरंत प्रकाशित करें। इसका अन्वेषण पाठ संलग्न है।

4. गुरु रामानूज, सभी संभा संचितालय, नई दिल्ली।

5. गुरु संपादक, सभी संभा संचितालय, नई दिल्ली।

6. अध्यक्ष, वैश्विनक और तकनीकी सदस्यता आयोग, शिक्षा विभाग, शास्त्री भवन, नई दिल्ली।

7. निदेशक, केन्द्रीय हिंदी निदेशालय, शिक्षा विभाग, आर.को. पुराण, नई दिल्ली।

8. सचिव, विभागीय विभाग (हिंदी) राजस्थान सरकार, जयपुर।

9. सचिव, विभागीय विभाग (हिंदी) मध्य प्रदेश सरकार, गोपाल।

10. सचिव, विभागीय विभाग, पंजाब देश सरकार, लखनऊ।

11. अध्यक्ष, बार एसोसिएशन, राजस्थान उच्च व्ययालय, जयपुर।

12. अध्यक्ष, बार एसोसिएशन, दिल्ली उच्च व्ययालय, दिल्ली।

13. अध्यक्ष, दिल्ली बार एसोसिएशन, तीत हुजारी, दिल्ली।

14. संकायाध्यक्ष, विधि संकाय, दिल्ली विश्वविद्यालय, दिल्ली।

15. संकायाध्यक्ष, विधि संकाय, चौथी वर्षा सिंह विश्वविद्यालय, नेपाल, (उ.प.र.)।

16. संकायाध्यक्ष, विधि संकाय, हमीरपुर विश्वविद्यालय, गोपाल।

17. संकायाध्यक्ष, विधि संकाय, लखनऊ विश्वविद्यालय, लखनऊ।

18. संकायाध्यक्ष, विधि संकाय, इलाहाबाद विश्वविद्यालय, इलाहाबाद, (उ.प.र.)।

19. संकायाध्यक्ष, विधि संकाय, आग्नेय विश्वविद्यालय, आग्नेय, (उ.प.र.)।

20. केन्द्रीय अनुदाय खुशी, सातवां ताल, पर्यावरण भवन, शी.भी.ओ. काम्प्लेक्स, नई दिल्ली।

सी. वै. मोहनवार्ड (शी. भोली वार्ड)
अद्वार सचिव, भारत सरकार
1. अधिकारी का नाम:

2. पद, जिसके लिए विवाद किया जाना है:

3. जन्म-रिश्वद्वार:

4. शैक्षिक अर्थातः:

5. वर्तमान धारित पद (नियुक्ति की तारीख वेतनमान शाखा):

6. धारित स्थायी पद:

7. किए गए कार्यों की प्रकृति और अनुभव रचित, सेवा की संक्षिप्त विशेषज्ञता:

8. यथा अधिकारी अनुसूचित जाति/अनुसूचित जनजाति:

9. वर्तमान पता:

10. दिया गया:

अभ्यर्थी के हस्ताक्षर

विश्वासी प्रमाणपत्र

प्रमाणित किया जाता है कि श्री/श्रीमती/श्रीमती.........................................................द्वारा दी गई जानकारी सही है और विधि साहित्य प्रकाशन, विधायी विभाग, विधि और न्याय मंत्रालय में सहायक संपादक के पद पर प्रतिनिधित्व के आधार पर स्वामित्व प्राप्त करने के लिए उनका चयन होने की दशा में हमेशा कार्यमुक्त कर दिया गया है। उनके विवेक सत्ताने की दृष्टि से कोई मामला नहीं है और नियुक्ति के बाद कार्यकर्ता के दौरान उन पर कोई गृहव्य/अल्प शास्त्र अधिकृत नहीं है। संबंधित अधिकारी का निखले पांच वर्षों का वर्षिक नोपनीय सिफारिश संचारण है।

हस्ताक्षर........................................

नाम........................................

पदनाम......................................

विभाग.......................................
To,

1. The Chief Secretaries
   All State Governments,
2. All Secretaries
   Ministries/Departments of Government of India

Subject: Filling up the post of General Manager (Haryana Region), Food Corporation of India, Panchkula under the Department of Food & Public Distribution.

Sir/Madam,

This is regarding filling up the post of General Manager (Haryana Region), Food Corporation of India, Panchkula under the Department of Food & Public Distribution on deputation basis.

2. Officers of the rank of Deputy Secretary/Director of the Government of India or equivalent level, eligible for appointment under Central Staffing Scheme are eligible for the post. The period of deputation is 4/5 years for Deputy Secretary/Director respectively.

3. The post may be circulated amongst officers eligible to be appointed at Deputy Secretary/Director level or equivalent level in the Government of India on priority basis. Names of willing and eligible officers who can be spared by the State Governments/Ministries/Departments may be forwarded to the Department along with cadre clearance, vigilance clearance, detailed bio-data in the enclosed proforma and CR Dossiers for the last five years. For officers working in the cadre, it may also be ensured that the 'Cooling off', after a previous stint on deputation, if any, is completed and the officer is eligible for appointment on Central Deputation as per extant instructions.

4. It is requested that the application(s) of the eligible candidate(s) may please be forwarded so as to reach this Department not later than 04.02.2016.

Yours faithfully,

(J. Shrikanth)
Deputy Secretary (MM)
Tel: 23092842

Copy to:

1. Department of Food & Public Distribution, [Shri Sanjay Kumar, Under Secretary, Krishi Bhavan, New Delhi w.r.t. OM No. 5-2/2006-FC-1(Vol.I) dated 23rd December 2015].
2. NIC Cell, DOP&T for placing on Departmental Website.
3. PS to DS(MM) for uploading the circular through bulk e-mail system.
## Bio-Data

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<td>1</td>
<td>Name</td>
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<td>Contact Telephone No. (O) (R) (M)</td>
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<td>Educational Qualifications</td>
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<td>Complete Experience/Posting Profile</td>
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<td>Whether clear from Vigilance angle?</td>
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<td>9</td>
<td>Whether the officer has been on deputation earlier. If so please provide details of organization, nature of deputation and period (dates) of deputation.</td>
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<td>10</td>
<td>Whether the officer is debarred from deputation under the Central Staffing Scheme.</td>
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</table>

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 9-11, to be filled in by Ministry/Department concerned.*
GOODS AND SERVICES TAX NETWORK
(Incorporated under Section 25 of the Companies Act, 1956)
Regd. Office: Room No. 255, North Block, New Delhi-110001
East Wing, 4th floor, World Mark-1, Aerocity, New Delhi-110037

To:
Chief Secretary
Government of Kerala
Secretariat, Thiruvananthapuram-695001

Dated: February 16, 2016

Sub: Sponsoring Panel of three officers for the position of Senior Vice President (Finance) & Chief Finance Officer (CFO) to be filled on deputation basis in Goods and Services Tax Network (GSTN).

Sir/Madam,

The Department of Revenue, Ministry of Finance, Government of India has established the Goods and Services Tax Network (GSTN), a Private Limited Company incorporated under Section 25 of the Companies Act, 1956. The Government of India holds 24.5% equity in the Company and all States of the Indian Union, including NCT of Delhi and Puducherry, together hold another 24.5%. The balance 51% equity is held by Non-Government Financial Institutions. The Headquarters of the Company is at New Delhi.

2. The Company is mandated to provide shared IT infrastructure and services to the Central and State Governments for implementation of the Goods & Services Tax (GST). It is, thus playing an important role in the biggest Indirect Tax reform in India and currently its operations are in full swing.

3. The Company intends to fill one position of Senior Vice President (Finance) & Chief Finance Officer (CFO) on deputation basis from amongst eligible and willing officers of the Government of India/State Governments. The Job Description, Eligibility, Compensation and other benefits for the position are enclosed as Annexure. We feel that an officer of the organised Accounting Services of your organisation will have the necessary experience and expertise to handle the responsibilities attached with this position.

4. In the above context, it may be noted that the Department of Personnel & Training, Government of India vide its OM No. 29018/8/2012-AIS-II, dated 22.01.2013 (copy enclosed) has agreed to consider deputation of AIS and Group ‘A’ and ‘B’ officers to GSTN under Rule 6(2) (ii), on a case-to-case basis, with the approval of ACC, during the initial period of three years.

5. It is, therefore, requested that a panel of three officers possessing relevant experience who are in the Grade Pay of Rs. 8,700/- (Pay Band-4, Rs. 37,400-67,000) along with attested copies of their last 5 years’ APARs/ACRs and Vigilance Clearance may please be sent to this office for consideration for appointment as Senior Vice President (Finance) & Chief Finance Officer (CFO) in GSTN, on deputation basis, at the earliest preferably by 25.02.2016.

Yours sincerely

Dr. Abhishek Gupta
IAAS
Executive Vice President (Support)
Role Description:

To lead the Finance Division and be responsible for overseeing the financial resource management for GSTN.

The role holder would also be responsible for overseeing the compliance with all statutory and policy requirements; continuously monitoring, reporting on all aspects of financial management and accounting and providing inputs for financial decisions related to organization’s short and long term strategy.

Key Responsibilities:

**Strategy Design and Implementation**

- Formulate financial objectives of GSTN and lead the annual financial planning process, in coordination with all other departments
- Ensure the creation of systems and processes relating to accounts payable, creation of book of accounts, balance sheet, P & L, and other financial statements, in line with the latest accounting practices
- Provide inputs for the budget of Finance division during internal budgeting exercise

**Governance and Compliance**

- Identify laws, compliances and governance mechanisms to be followed by GSTN as detailed by the Government, Ministry of Finance and as per defined internal guidelines
- Ensure effective and timely adherence to the identified laws, compliances and governance mechanisms
- Liaison with Internal and Statutory Auditors to ensure conduct of the Statutory Audit process as per the defined schedules and timelines

**Funding, Budgeting and Cost Control**

- Estimate GSTN’s budget requirement based on short and long term plans
- Ensure arrangement of funds for smooth operation of GSTN through Government sanctions, in coordination with the Ministry of Finance
- Identify alternate areas from where funds can be obtained and prepare a roadmap for creating GSTN as a self-sustainable organization (in consultation with the CEO and all Functional Heads)
- Support the Chairman and CEO in evaluation of investment strategies for GSTN and build a business case around the same to seek approval from the Board
- Finalize department wise budgets in line with the annual financial planning process through close coordination with Functional Heads
- Monitor monthly cash flows and ensure adherence to budgets
Supervise cost analysis initiatives and suggest cost control measures
- Highlight areas of cost overrun to all Functional Heads
- Appraise & review the Expenditure Proposals and RFPs from financial standpoint

**Finance Operations**

- Supervise the finance team and oversee timely preparation of financial statements, balance sheets, Financial Statement, payables and receivables, and other financial reports as per accounting standards
- Ensure availability of effective working capital to meet GSTN's requirements and monitor cash flow management
- Oversee efficient management and optimum utilization of company's financial resources
- Minimize receivables by ensuring timely deposition of customer cheques
- Provide relevant inputs to Procurement and Contracts team as and when required

**Payroll**

- Supervise the accounting of all employee related expenses such as processing of salary, reimbursements, full and final settlements etc. while ensuring statutory compliance with respect to Employee TDS, Salary, Form 16, etc.
- Ensure timely processing of vendor and contractor payments pertinent to payroll

**Direct/Indirect Taxation**

- Provide for most effective tax planning and ensuring timely assessment and filing of direct and indirect tax returns
- Articulate effective tax planning measures for payment of optimum amount of tax in accordance with law

**People Development**

- Take an active role in recruitment of incumbents into own team
- Conduct formal performance appraisal and provide developmental feedback for own team
- Identify training needs of subordinates and provide functional training inputs through internal and external sources

**Others**

- Ensure timely preparation of MIS and Status Updates for circulation to the Top Management and other authorities as may be required
- Participate in the selection of outsourced vendors
- Provide inputs during the procurement process for all technology and other items

**Key Interfaces:**

<table>
<thead>
<tr>
<th>External:</th>
<th>Internal:</th>
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<tr>
<td>Vendors/ Service Providers/ Consultants</td>
<td>Leadership Team</td>
</tr>
<tr>
<td>Ministry of Finance</td>
<td>All internal departments</td>
</tr>
<tr>
<td>Auditors</td>
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</tbody>
</table>
Eligibility:

Officers of the All India Services or Central Services (including organized Accounting Services such as IA&AS, IRAS, IDAS, ICAS) or State Services (including State Finance and Accounting Services), having worked in Finance/Budget Division of a Ministry/Department for a minimum period of 3 years and currently drawing Grade Pay of Rs 8,700 in Pay Band-4 (Rs 37,400-67,000).

Age Limit:

56 years as on the last date of receipt of applications.

Pay and Allowances:

The pay of the selected Officer will be fixed in the Pay Band-4 (Rs. 37,400-67000/-, Grade Pay: Rs. 10,000). The Allowances will be as per GSTN's policies including House Rent Allowance (Rs. 70,000 per month), Medical reimbursement, LTA, Child Education Allowance, Telephone reimbursement, Leave Salary & Pension Contribution, Performance Linked Incentive (up to 50% of Basic Pay + DA). The officer will also be provided company vehicle for official use.

Note:

GSTN is not an eligible office under the General Pool Accommodation of the Directorate of Estates, Government of India.

......End of Document......
OFFICE MEMORANDUM

Subject: Deputation of officers from Central Services and AIS to the GSTN SPV regarding.

The undersigned is directed to refer to the Department of Revenue's D.O.No.310111/1/2012-SO(ST) dated 28/12/2012 on the above mentioned subject and to say that the guidelines/instructions do not allow deputation under Rule 6(2)(ii) of All India Services and Group A and B Service officers to GSTN-SPV, a Section-25 Company, substantially funded by the Central Government.

2. However, in view of the Cabinet approval cited by the Department of Revenue, the deputation under Rule 6(2)(ii) in the initial period of three years may be considered on a case-to-case basis, with the approval of ACC.

(Deepal Vishankar)
Director Services

Under Secretary, SO(ST)
(Attn: Shri Arvind Kumar)
S.T. Section, Department of Revenue,
Room No. 259-B, North Block.
Subject: Selection for the post of Chairman and Managing Director (CMD), Oil India Limited (OIL)

Applications are invited for filling up the post of Chairman and Managing Director (CMD), Oil India Limited (OIL) on deputation basis by exempting the rule of immediate absorption, for a period of 5 years from the date of assumption of charge of the post or up to the date of superannuation, or until further orders, whichever is earliest.

2. The post of CMD, OIL has been exempted from the rule of immediate absorption with the concurrence of Department of Public Enterprise and approval of the Appointments Committee of the Cabinet (ACC).

3. Company profile, Job Description, Eligibility, Duration of the post and other details for appointment to the post of CMD, OIL are also enclosed herewith.

4. The Cadre Controlling authorities are requested to forward the duly filled in applications (Curriculum Vitae as per proforma enclosed) of the eligible and willing officers, who can be spared immediately, along with CR Dossiers for the last five years and Vigilance clearance report as per the enclosed proforma. The Curriculum Vitae duly supported by documents will be assessed by the Search cum Selection Committee (SCSC) while selecting candidates for appointment to the post of CMD, OIL on deputation basis. The application complete in all respects may be forwarded to the Deputy Secretary, Ministry of Petroleum and Natural Gas, R.No. 204-B, Shastri Bhawan, Dr. Rajendra Prasad Road, New Delhi-110001 on or before 10th March 2016.

5. It is also requested that advance action may be taken to keep the ACRs for last 5 years, of those candidates ready along with their vigilance profile (i) Penalty imposed, if any, during the last 10 years (ii) Details of disciplinary action initiated/being initiated if any, etc.] to be furnished as and when selection meeting is scheduled.

Encl: As above

Deputy Secretary to the Government of India
Phone: 23387936

1. All Ministries/Department of the Central Government
2. Chief Secretaries of all State Governments
3. Administrators of Union Territories

It is requested that the vacancy circular may please be given wide publicity in their Ministries/Deptt.
Oil India Ltd. (OIL) was incorporated in 1959 under Indian Companies Act 1956 as a partnership venture between Government of India and Burmah Oil Company Limited, UK with the objective to manage oil fields in Assam. The Company became a Central Public Sector Enterprise in 1981. Over the years, the operations of the company have extended to various areas in India and abroad. It is a Schedule-A/Navratha CPSE under the administrative control of Ministry of Petroleum and Natural Gas.

Applications are invited for the post of Chairman & Managing Director, OIL to be appointed on full time/deputation basis as per the details mentioned below:

1) **Job Description and Responsibilities**
   The Chairman & Managing Director is the Chief Executive of the Company and accountable to its Board of Directors and Government. He/She is responsible for the efficient functioning of the Corporation for achieving its corporate objectives and performance parameters.

2) **Pay Scale of the Post**
   ₹60,000-1,25,000 p.m. + PRP + other benefits as admissible.

3) **Eligibility and Qualifications/Experience**
   a. **Age** should be minimum 45 years and maximum 57 years as on 01.01.2016
   b. **Qualification and Experience**
      The applicant should be a graduate with good academic record from a recognized university/institution. He/She should possess adequate experience at a senior level of management in a large organization of repute.
      Persons with technical/MBBS qualification and having experience in management and familiarity with frames and market operation will have added advantage. Knowledge and experience in Petroleum/Offshore industries will be an added advantage.
      a) For officers of CPSEs
         Candidates should, on the date of advertisement, be working in the following or a higher pay scale of Executive Director or equivalent of a Schedule-A/CPSE.
      b) For Officers of Central Govt./Army Forces of the Union/All India Services
         The post has been exempted from the rule of immediate absorption and candidates may apply on deputation basis also.
         Candidate should, on the date of advertisement, be in the following or a higher pay scale/rank:
         - Officers of Central Govt./All India Services holding a post of the level of Joint Secretary or carrying equivalent scale of pay.
         - Officers of Armed Forces holding rank of Major General in the Army or equivalent rank in Navy/ Air Force.

4) **Duration of Appointment**
   The appointment will initially be for a period not exceeding five years or upto the date of superannuation, whichever is earlier.

5) **Submission of Applications**
   Applications must be accompanied by a CV of the applicant along with brief note, not exceeding 2 pages of A4 size, on any outstanding achievements made in the career and highest vision for the development of Oil/Petroleum sector in India.
   Prospective candidates from the Central Public Sector and Government Officers shall submit their applications, through proper channel, in the format at Annexure, which may be downloaded from the website of the Public Enterprises Selection Board (http://www.pesb.gov.in)

6) **The application along with all required enclosures should reach on or before 15th March, 2016.**

7) Search-cum-Selection Committee may also make nominations of eligible and qualified candidates for the post. The Committee may also recommend relaxation in the eligibility, age and qualifications/experience criteria with respect of Outstanding Candidates.

All applications should be addressed to:
Deputy Secretary (CA), Ministry of Petroleum and Natural Gas,
Room No. 204-B, Shastri Bhawan, Dr. Rajendra Prasad Road,
New Delhi-110001, Phone No. 511-2397936
आख़िया एवं प्राधान्य विदेशों (सीएमडी)
ऑयल इंडिया लिमिटेड (आईआईएल) की नियुक्ति

जन्म तिथि विदेशों के प्रकाशन से चले गए गर्म उद्योग और ग्राम अंतर्राष्ट्रीय
कंपनी विलियम्स, जिसके में जीयो एक बहुतायतवादी सम्पत्ति के बीच न केवल अंतर्राष्ट्रीय
कर्मी 1960 के दर्जा आयुर्वेदिक लेखक द्वारा 1980 के
विश्व इंडिया सेवा (आईएल) का पहला वर्ष 1980 में
निर्माण किया जाता था, जो की धर्म और विदेशों को बताते ।
यह पेपर और अंतर्राष्ट्रीय गैस नियंत्रण के प्रशासनिक समूह का अभिनव एक
अभिनव-प्रा। नए सालों से आमंत्रित है।

आयुर्वेदिक आयुर्वेद निर्माण के प्रकाशन से निर्माणिक नियुक्ति के अभिनव
प्रा। नयी सलाहकार मुद्रण के अभिनव एक
अभिनव-प्रा। नए सालों से आमंत्रित है।

1) कार्यविवरण और उपाययोजना
आयुर्वेदिक आयुर्वेद, तत्कालीन के समय, कार्यक्रम को है और अभिनव
निर्माण रूप से समय और समय के बीच में जाता है।
यह विकल्पी के स्तरों में विकल्प और विवरण के बारे में गांठे करने के सिद्धांत
वेड़ीसि के बुद्धिमत्ता सेवा के लिए ध्यान के जमाने है।

2) पुर्त्र का रिपोर्टर
$ 8,000 - 12,000 प्रतिवर्ष + पूर्ववर्ष + अन्य प्रकाश वार्षिक

3) प्रमाण और बृहत सार
अभिनव 6.10.2020 की पुस्तक का संदर्भ अनुसार 45 ग्राम और अभिनव अनुसार 50 ग्राम छोटे प्रेसिफिक्टर।

4) विवरण और सुनिश्चित
अभिनव पत्र वार्षिक लेखक वातावरण, दर्शन तथा समाजीय सार से समाजीय सार से आमंत्रित है।

5) पुर्त्र का रिपोर्टर
$ 8,000 - 12,000 प्रतिवर्ष + पूर्ववर्ष + अन्य प्रकाश वार्षिक

6) पुर्त्र का रिपोर्टर
$ 8,000 - 12,000 प्रतिवर्ष + पूर्ववर्ष + अन्य प्रकाश वार्षिक

7) एक्स्प्रेस समर्पित
अभिनव पत्र वार्षिक लेखक दर्शन तथा समाजीय सार से समाजीय सार से आमंत्रित है।

आवेदन या जानकारी के लिए:
उपलब्धियों, पेपर हॉल और वाणिज्यिक नगर, 
कर्मनाथ 230, भवन, नगर कांड कांड, 
पूर्वी नं मुंबई 110001, जन्म 9.1.23872035
ANNEXURE
APPLICATION FORM FOR CENTRAL PUBLIC SECTOR EXECUTIVES/GOVT. OFFICERS (THROUGH PROPER CHANNEL)

(Note: Any column left blank will make the application incomplete and liable for rejection.)

1. Name of the post applied for: 

2. (a) Name (as per official records)
   
   (b) Identification Number (For Defence Service personnel)
   
   (c) Designation of the Applicant (in full)
   
   (d) Category as per Employment Status:
       Officer of a CPSE/Central Govt./Armed Forces of the Union/ All India Services

   (e) Office Address:

3. Address for communication

4. Telephone No: Office Residence FAX No.
   Mobile No. E-Mail address

5. Date of Birth Age as on date of vacancy

6. Eligibility criteria:

<table>
<thead>
<tr>
<th>Educational/professional qualifications (alongwith the name of institutions)</th>
<th>As per job description</th>
<th>Possessed by the officer</th>
<th>Whether eligible or not</th>
</tr>
</thead>
<tbody>
<tr>
<td>Pay Scale</td>
<td></td>
<td></td>
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<tr>
<td>Length of service in eligible pay scale</td>
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</table>

7. Positions held during the preceding ten years:

<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>Designation, and place of posting</th>
<th>Organisation</th>
<th>From</th>
<th>To</th>
<th>Pay scale</th>
</tr>
</thead>
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</table>
7(a). Details of experience relevant for the advertised post and job description, out of 7 above.

<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>Designation, and place of posting</th>
<th>Organization</th>
<th>From</th>
<th>To</th>
<th>Pay scale</th>
<th>Nature of experience</th>
</tr>
</thead>
<tbody>
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<td>1.</td>
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</table>

Note: 1. You may attach a write up, if you wish, not exceeding two pages, in support of your candidature.

2. Full form of all abbreviations used while making entries in the application form should be suitably explained i.e. in footnotes or a separate attachment.

8 (A) Do you hold lien in any other organization other than where currently working? [Yes | No]

If yes:

   a) name of the organization in which the lien is held :-
   b) date from which the lien is held :-

(B) Are you on deputation? [Yes | No]

If yes:

   Date from which you have been on deputation :-

9 (a) Whether any punishment awarded to the applicant during the last 10 years. [Yes | No]

   if yes, the details thereof

(b) Whether any action or inquiry is going on against him as far as his knowledge goes. [Yes | No]

   if yes, the details thereof

CERTIFICATE

I certify that the details furnished by me in Cols. 1 to 9 are true to the best of my knowledge and belief.

UNDEARTAKING

I hereby undertake to join the post, if selected. I understand that if I convey my unwillingness to join after the interview is held, but before the appointment is processed, or after issue of offer of appointment, I may be debarred for a period of two years for being considered for a Board level post in any CPSE other than the one to which I belong.

(Name and Signature of the applicant)

Date:

(To be filled by the PSU/Ministry/Department concerned)

It is certified that the particulars furnished above have been scrutinized and found to be correct as per official records.

Signature & Designation of the Competent Forwarding Authority with Telephone no. & Office Seal.
PROFORMA TO BE FILLED FOR VIGILANCE CLEARANCE

NAME OF THE OFFICER:

Note:
1. Each column should be replied in descriptive manner.
2. Proforma should be signed by an officer not below the rank of Under Secretary.

<table>
<thead>
<tr>
<th>1.</th>
<th>Details of disciplinary proceedings initiated against the officer during his career, so far.</th>
</tr>
</thead>
<tbody>
<tr>
<td>2.</td>
<td>Whether complaints including that of corruption, against the officer, which in the view of the state government may have a direct bearing/relevance on the vigilance status of the officer as on date, are pending against the officer. If so, details thereof.</td>
</tr>
<tr>
<td>3.</td>
<td>Whether any preliminary inquiry or any other vigilance related matter is pending against the officer. If so, full facts of the pending matter.</td>
</tr>
<tr>
<td>4.</td>
<td>Whether any criminal proceedings were registered against the officer during his career so far. If so, the details/present status and final outcome thereof.</td>
</tr>
<tr>
<td>5.</td>
<td>Whether the name of officer appears in the Agreed List.</td>
</tr>
</tbody>
</table>

Signature & stamp
Of the officer certifying the proforma