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MOST IMMEDIATE/OUT TODAY

**No. 12/36/2016-FA (UN)
Government of India
Ministry of Personnel, Public Grievances and Pensions
Department of Personnel & Training**



North Block, New Delhi,
Dated the 7th September, 2016

A-5 (3-1)
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).

15 SEP 2016
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Subject:- Filling up the post of Director in Bay of Bengal Initiative for Multi-Sectoral Technical and Economic Cooperation (BIMSTEC), Dhaka for a period of 3 years - reg.

Sir/Madam,

It is proposed to fill up the post of Director in Bay of Bengal Initiative for Multi-Sectoral Technical and Economic Cooperation (BIMSTEC) for a period of three years. The post is at Deputy Secretary/Director level.

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

A. Mandatory Qualifications

- i. The officer must have worked for at least two years at the Centre under the Central Staffing Scheme.
- ii. The officer should be clear from vigilance angle.
- iii. The officer should not have been debarred from central deputation.
- iv. The officer should have at least 'Very Good' Service record. However, preference will be given to officers who have 'Outstanding' service record with a grading of 9 and above.
- v. The officer should not be over 54 years of age.
- vi. The officer should not have been posted on an assignment in a foreign/captive post of the GOI, earlier.
- vii. The officer should not have been nominated for foreign training or should not be on training or foreign assignment, currently.
- viii. The officer should not be on study leave or long leave.
- ix. The officer should be at least one batch below the batch currently empanelled as Joint Secretary.

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B. Desirable Qualifications

- (i) The officer should have knowledge about India's bilateral and multilateral relations with members of BIMSTEC countries.
- (ii) He/she should possess exceptional communications and presentation skills – both written & oral and have working knowledge of computers.

3. The 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 grading for the last five years**. It may also be ensured that the "Cooling Off", after a previous stint on deputation, if any, is complete and the officer is eligible to be appointed on Central Deputation.

4. It is requested that the applications of the eligible candidates may please be forwarded so as to reach this Department by **6th October, 2016**

Yours faithfully,


(Jagannath Srinivasan)
Director (MM)

Copy to:

1. Ministry of External Affairs (Shri Sibi George, Joint Secretary), South Block, New Delhi.
2. NIC Cell, DOP&T, for placing the circular on Departmental Website under "What's New?" Category.
3. PS to Director (MM) :- With a request to upload this circular through bulk e-mail system.