



No.A.12025/1/2016-Admn
Government of India
Ministry of Water Resources, River Development &
Ganga Rejuvenation
(ISO 9001:2008 Certified)

Shram Shakti Bhawan, Rafi Marg
New Delhi, dated 18th March, 2016

To,

1. The Chief Secretary to all State Governments
2. The Secretary, Irrigation/ Agricultural Departments of State Governments
3. The Public Sector Undertaking/ Agricultural Universities/ Recognized Research Institutes/ Semi-Government/ Autonomous Statutory Organizations

AS(IAS)

Subject: Filling up the post of Senior Joint Commissioner (Agricultural Discipline) in the Ministry of Water Resources, River Development & Ganga Rejuvenation on deputation (including short term contract) basis

I am directed to say that one post of Senior Joint Commissioner (Agricultural Discipline) of the GCS Group 'A' Gazetted (Non-Ministerial) in the scale PB-4 of Rs. 37400-67000/- + Rs. 8700/- (Grade Pay) in the Ministry of Water Resources, River Development & Ganga Rejuvenation, New Delhi is proposed to be filled up by deputation (including short term contract) from amongst officers of the Central Government or State Governments of Union Territories or Public Sector Undertakings or Agricultural Universities or Recognized Research Institutes or Semi-Government or Statutory or Autonomous Organizations:-

- (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 Pay Band-3 Rs. 15600-39100/- + 7600/- (Grade Pay) or equivalent in the parent cadre or department; or
 - (iii) with 10 years' service in the grade rendered after appointment thereto on a regular basis in Pay Band-3, Rs. 15600-39100/- + 6600/- (Grade Pay) or equivalent in the parent cadre or department; and
- (b) Possessing the following educational qualifications and experience :-
- (i) Degree in Agricultural Engineering or Soil and Water Conservation Engineering or Post Graduate Degree in Agronomy or Soil Science from a recognized University; and
 - (ii) 12 years' experience in Water Conservation and management of irrigated agriculture and on-farm development work in the irrigation or agricultural department of a State Government or Central Government or in any recognized agricultural University or in any agricultural training or research or management Institute.

Contd.../-

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Note 1: 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 Central Government shall ordinarily not to exceed five (5) years.

Note 2: 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 3: For the purpose of appointment on deputation basis, the service rendered on a regular basis by an officer prior to 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 a 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.

2. The officer selected will have the option to draw his/ her grade pay plus deputation (duty) allowance or his pay fixed in the scale of pay of the deputation post subject to the restrictions contained in the DoPT O.M. No. 6/8/2009-Estt(Pay.II) dated 17.6.2010 as amended from time to time.

3. It is requested that wide circulation may be given to the post and applications of eligible officers, in triplicate, duly signed by the officer concerned in the enclosed proforma (Annexure Part-I) with Part-II duly filled by sponsoring authority along with the requisite certificate/ documents may please be forwarded to the undersigned within 60 days of publication of the advertisement in the Employment News. Applications received after the prescribed date or without the desired certificate/ documents will not be considered.

Encl: As above

Yours faithfully,


(Narendra Singh)

Under Secretary to the Govt. of India

Tel. No. 23738126

Copy forwarded for similar action to :-

1. All Ministries/ Departments of the Government of India
2. All attached and subordinate offices of Ministry of Water Resources, RD & GR
3. All Commissioners/ Senior Joint Commissioners/ Deputy Commissioners in the Ministry of Water Resources, RD & GR
4. Director (CS), DoPT, Lok Nayak Bhawan, Khan Market, New Delhi – with the request to upload this circular on DoPT's website for wider circular.
5. NIC Cell, M/o WR, RD & GR – for uploading on the Ministry's website.

BIO-DATA/ CURRICULUM VITAE PROFORMA

ANNEXURE - I

1.	Name and Address (in Block Letters)	
2.	Date of Birth (in Christian Era)	
3. i)	Date of entry into service	
ii)	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)	
Qualifications/ Experience required as mentioned in the advertisement/ vacancy circular		Qualification/ experience possessed by the officer
Essential		Essential
	A) Qualification	A) Qualification
	B) Experience	B) Experience
Desirable		Desirable
	A) Qualification	A) Qualification
	B) Experience	B) Experience
<p>5.1 Note: This column needs to be amplified to indicate Essential and Desirable Qualifications as mentioned in the RRs by the Administrative Ministry/ Department/ Office at the time of issue of Circular and issue of Advertisement in the Employment News.</p> <p>5.2 In the case of Degree and Post Graduate Qualifications Elective/ main subjects and subsidiary subjects may be indicated by the candidate.</p>		
6.	Please state clearly whether in the light of entries made by you above, you meet the requirement of the post	
<p>6.1 Note: Borrowing Departments are to provide their specific comments/ views confirming the relevant Essential Qualification/ Work experience possessed by the Candidate (as indicated in the Bio-data) with reference to the post applied</p>		

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

Office/ Institution	Post held on regular basis	From	To	*Pay Band and Grade Pay/ Pay Scale of the post held on regular basis	Nature of duties (in detail) highlighting experience required for the post applied for

* **Important:** Pay-Band and Grade Pay granted under ACP/ MACP are personal to the officer and therefore, should not be mentioned. Only Pay Band and Grade Pay/ Pay Scale of the post held on regular basis to be mentioned. Details of ACP/ MACP with present Pay Band and Grade Pay where such benefits have been drawn by the Candidate, may be indicated as below:-

Office/ Institution	Pay, Pay Band, and Grade Pay drawn under ACP/ MACP Scheme	From	To

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 the applicant belongs	d) Name of the post and Pay of the post held in substantive capacity in the parent organization
9.1 Note: In case of Officers already on deputation, the applications of such officers should be forwarded by the parent cadre/ Department along with Cadre Clearance, Vigilance Clearance and Integrity Certificate.			
9.2 Note: Information under Column 9 (c) & (d) above must be given in all cases where a person is holding a post on deputation outside the cadre/ organization but still maintaining a			

lien in his parent cadre/ organization.		
10. If any post held on Deputation in the past by applicant, date of return from the last deputation and other details.		
11. 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) Autonomous Organization d) Government Undertaking e) Universities f) Others		
12. Please state whether you are working in the same Department and are in the feeder grade or feeder to feeder grade.		
13. Are you in the Revised Scale of Pay? If yes, give the date from which the revision took place and also indicate the pre-revised scale		
14. Total emoluments per month now drawn		
Basic Pay in the PB	Grade Pay	Total Emoluments
15. In case the applicant belongs to an Organization which is not following the Central Government Pay-scales, the latest salary slip issued by the Organization showing the following details may be enclosed.		
Basic Pay with Scale of Pay and rate of increment	Dearness Pay/ interim relief/ other Allowances etc. (with break-up details)	Total Emoluments
16.A. Additional information , if any, relevant to the post you applied for in support of your suitability for the post. This among other things may provide information with regard to (i) additional academic qualifications (ii) professional		

<p>training and (iii) work experience over and above prescribed in the Vacancy Circular/ Advertisement)</p> <p>(Note: Enclose a separate sheet, if the space is insufficient)</p>	
<p>16.B Achievements</p> <p>The candidates are requested to indicate information with regard to :-</p> <p>(i) Research publications and reports and special projects</p> <p>(ii) Awards/ Scholarships/ Official Appreciation</p> <p>(iii) Affiliation with the professional bodies/ institutions/ societies and;</p> <p>(iv) Patents registered in own name or achieved for the organization</p> <p>(v) Any research/ innovative measure involving official recognition</p> <p>(Note: Enclose a separate sheet if the space is insufficient)</p>	
<p>17. Please state whether you are applying for deputation (STC)/ Absorption/ Re-employment basis. #</p> <p>(Officers under Central/ State Governments are only eligible for "Absorption". Candidates of non-Government Organizations are eligible only for Short Term Contract)</p>	
<p># (The option of 'STC'/ 'Absorption'/ 'Re-employment' are available only if the vacancy circular specially mentioned recruitment by "STC" or "Absorption" or "Re-employment")</p>	
<p>18. Whether belongs to SC/ ST</p>	

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 in respect of Essential Qualification/ Work Experience 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
 Address _____

Date _____

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 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)