

रक्षा लेखा महानियंत्रक कार्यालय

Office of the Controller General of Defence Accounts

उलान बटार रोड, पालम – 110010
Ulan Batar Road, Palam, Delhi Cantt. 110010

Tel : 011-25674536

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No. AN/I/1320/1/XXXV

Date: 31.01.2019

To,

✓ The IDAS officers,
(Through CGDA website)

Subject: Deputation:- IDAS officers.

Applications are invited from the willing IDAS officers fulfilling the eligibility criteria as brought out in the under mentioned communications, to apply for the posts mentioned against each alongwith their bio data, so as to reach this HQrs. office through proper channel latest by 12.02.2019.

Sl. No.	Name of Deptt & Advt. Ref.	Post & Scale of Pay
1.	Aviation Research Centre New Delhi Letter No. ARC/Pers.III/740/2018-80 dated 04.01.2019	Joint Deputy Director (G) Level – 12

2. Applications received after cut off date i.e. 12.02.2019 will not be considered and will be recorded.


(Juhi Verma)
Sr. ACGDA (AN)

Copy to:-

EDP Section (Local):-


For uploading on the CGDA's website.


(Juhi Verma)
Sr. ACGDA (AN)

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ARC/Pers.III/740/2018- 80
Aviation Research Centre
DG(S), Cab Sectt.,
Block-V, R.K. Puram
New Delhi – 110 066.

Dated: 04.01.2019

To

CGDA, Jian Bator Road,
Palam, Delhi Cantt,
New Delhi – 110010.

Subject: Filling up various posts in ARC, DG(S), Cabinet Secretariat by Deputation/ Re-employment.

Aviation Research Centre (ARC) is premier security organization under Directorate General (Security), Cabinet Secretariat. An advertisement has been published in **Employment News dated 29th December 2018 – 4th January 2019** (copy enclosed) for filling up the following posts in the organization on deputation/re-employment basis:-

Sl. No.	Name of posts alongwith Scale of Pay [Pay Band plus Grade Pay]	No. of Posts	Last date of submission of applications
(i)	Para Despatch Officer Level 11 (As per 7 th CPC) [Pre-revised: Pay Band-3 (Rs 15600- 39100) plus Grade Pay Rs 6600/-] (By Deputation)	02 (Two) (By Deputation)	26.02.2019 i.e. within 60 days from the date of publication.
(ii)	Joint Deputy Director (G) Level 12 (As per 7 th CPC) [Pre-revised: Pay Band-3 (Rs 15600- 39100) plus Grade Pay Rs 7600/-] (By Deputation)	03 (Three) (By Deputation)	
(iii)	Engineer-I Level 12 (As per 7 th CPC) [Pre-revised: Pay Band-3 (Rs 15600- 39100) plus Grade Pay Rs 7600/-] (By Deputation/Re-employment)	[01 (One) by Deputation] [05 (Five) by Re-employment]	

2. It is requested that the advertisement may please be circulated in your esteemed organization and panel of suitable officers may be forwarded to following address for consideration along with willingness of the officer, duly filled application form, NOC for deputation, attested copies of ACR/APAR for the last five years, DE/Vigilance clearance, Integrity certificate, Statement regarding major or minor penalty during last 10 years of service and self-attested copies of educational qualification, experience and other certificates, discharge book/retirement order (for re-employment) should be enclosed with the application:-

Joint Deputy Director (Pers.B),
Aviation Research Centre
DG(S), Cabinet Secretariat
Block-V (East), R. K. Puram,
New Delhi – 110066.



247 (N-E)
22/1/19

Nisha Vinod
(Nisha Vinod)
Joint Deputy Director (Pers.B)

Cabinet Secretariat

Govt. of India

Applications are invited from the officers of the Central Government for filling up in the following grades of Officers cadre in an organization under Cabinet Secretariat on Deputation/Re-employment Basis as per details given below:-

Sl. No.	Name of the post along with Scale of Pay [Pay Band plus Grade Pay] & No. of Post	Essential qualification required	Place of Posting
1.	Para Despatch Officer Level 11 (As per 7th CPC) [Pre-revised Pay Band-3 (Rs. 15600-39100/-) plus Grade Pay Rs. 6600/-] No. of posts: 02 (Two) (by Deputation)	Deputation Officers in the Central Government:- i) holding analogous post on regular basis in Civilian Organisation; or ii) in the Pay Band-3 (Rs.15600-39100/-) plus Grade Pay of Rs.5400/- who are qualified as Para Jump Instructor with five years of regular service in the grade. Deputation of officers:- i) Holding the rank of Squadron Leader or Flight Lieutenant or equivalent who are qualified as Para Jump Instructor in Defence Organisations. Essential qualification and Experience for Deputationist i) A degree or equivalent from a recognised University or Institution, ii) Must have done atleast 500 jumps including 50 jumps during night.	Can be posted at Delhi/ Cuttack (Odisha)/ Tinsukia (Assam)/ Saharanpur (UP) (with All India transfer liability)
2.	Joint Deputy Director (G) Level 12 (As per 7th CPC) [Pre-revised Pay Band-3 (Rs. 15600-39100/-) plus Grade Pay Rs. 7600/-] No. of posts: 03 (Three) (by Deputation)	Deputation (a) Officers in the Central Government:- i) holding analogous posts in Civilian Organisation on regular basis; or ii) in the Pay Band-3 Rs.15600-39100/- plus Grade Pay of Rs.6600/- with five years regular service in the grade; and (b) possessing minimum of two years experience of working in Intelligence or Police or Army setup including experience in Establishment and Administration. Deputation of officers:- i) Holding the rank of Lieutenant Colonel or equivalent in Defence Organisations.	
3.	Engineer-I Level 12 (As per 7th CPC) [Pre-revised Pay Band-3 (Rs. 15600-39100/-) plus Grade Pay Rs. 7600/-] No. of posts: 01 (One) (By deputation) No. of posts : 05 (Five) (By Re-employment)	Deputation (a) Officers in the Central Government:- i) holding analogous post on regular basis in Civilian Organisation; or ii) in the Pay Band-3 (Rs.15600-39100/-) plus Grade Pay of Rs.6600/- with five years of service in the grade. Deputation of officers:- i) Holding the rank of Wing Commander or Squadron Leader or equivalent in Defence Organisations. Re-employment i) Re-employment of retired personnel who held the rank of Wing Commander or Squadron Leader or equivalent in Defence Organisations; and (b) Possessing the following qualifications and experience:- i) must have valid licence on Aircrafts/ Executive Aircrafts/Helicopters; ii) eight years experience in maintenance, overhaul of transport and other aircraft and supervision of sophisticated aviation workshop.	

- The number of posts are subject to change. Further, depending on the specific organisational requirements, the Department retains the right to shortlist only those applications that are in conformity with its specific requirements as may exist at a relevant point of time.
- The officers on deputation will be eligible for 20% Security Allowance on the Basic pay along with other allowances as admissible to Central Government employees.
- The departmental officers who are in the direct line of promotion will not be eligible for consideration for appointment on deputation. Similarly, deputationists shall not be eligible for consideration for appointment by promotion.
- Period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment in the same or other organisations or department of the central government shall ordinarily not exceed three years.
- The maximum age limit for deputation shall not exceed fifty-six years as on the closing date of receipt of applications.
- For deputation, the applicants should submit their application (as per proforma ANNEXURE-I) along with certificate by the Employer/Cadre Controlling Authority (ANNEXURE-II).
- The initial period of deputation of the officer from Central Government shall normally be three years which may be extended as per rules. The terms of deputation will be governed as per DoP&T OM Nos. 6/8/2009-Estt (Pay II) & 2/6/2016-Estt (Pay II) dated 17.06.2010 & 17.02.2016 as amended from time to time.
- For re-employment, officers already retired from Defence Organisations should submit their application (as per proforma ANNEXURE-III) along with undertaking

to be given by the candidate (ANNEXURE-IV). Those retiring within one year from the last date of receipt of application can only apply against 're-employment' for the post of Engineer-I in advertisement published. They should also submit Annexure-III with Proforma of certificate for Employed officers (ANNEXURE-V) and produce NOC for re-employment. Applications from serving officers without NOC for re-employment will not be considered.

- The pay fixation of re-employed officers will be as per Civil Rules in vogue for the fixation of pay of re-employed officers.
 - The officers who are appointed on deputation/re-employment can be posted anywhere in India as per requirement of the organisation.
 - How to apply:** Neatly filled applications typed or in own handwriting on A-4 size paper in requisite proformas should be forwarded on the following address. The applications in respect of serving officers for deputation/ re-employment should be forwarded through proper channel on the under mentioned address. The envelope should clearly mention on top 'Application for deputation/re-employment for the post of Para Despatch Officer/Joint Deputy Director (G) Engineer-I'.
- Joint Deputy Director (Pers. B)**
Post Box No. 3003
Lodhi Road Post Office, New Delhi-110003
- The last date of receipt of application is 60 days from the date of publication of the advertisement in Employment News.
 - Attested copies of educational qualification, experience and other certificates should be enclosed with the application. Candidates however, will be required to produce original certificates for verification at the time of personal interaction. NOC for Re-employment/ Discharge Book/ Retirement Order must be enclosed with the application, if applicable.
 - The applications in the prescribed proformas (placed at Annexure-I & III) may be forwarded through proper channel along with disciplinary/vigilance clearance certificate, integrity certificate, certificate regarding major/minor penalty during last 10 years of service and attested copies of ACR/APARs for the last 5 years for deputation and also requisite proformas/documents for Re-employment. **Application not in prescribed proforma will be summarily rejected.**
 - Incomplete applications and those received late and/or without the requisite enclosures would be summarily rejected. No correspondence in this regard would be entertained.
 - Canvassing in any form will disqualify the candidates.
 - The Department reserves the right to modify/withdraw the notification at any time.

Annexure-I

APPLICATION PROFORMA FOR DEPUTATION TO THE POST " _____ "

1. Name and Address (in Block letters) :	Affix recent passport size colour photograph duly attested				
2. Date of Birth (DD/MM/YYYY) (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, 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	Qualifications/Experience possessed by the officer				
Officers of the Central Government:- i) Holding analogous post in Defence Organisation and flying experience* of 3500 Hours; or ii) in the Pay Band-4 (Rs. 37400-67000/-) plus Grade Pay of Rs. 8700/- with two years regular service in the grade and having flying experience* of 3500 Hours. Deputation of officers:- i) Holding the rank of Air Commodore or Group Captain or equivalent with the flying experience* of 3500 Hours in Defence Organisations.	Essential A) Qualification B) Experience				
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. 5.2. In case of degree and Post Graduate qualifications Elective/main subjects and subsidiary subjects may be indicated by the candidate.					
6. Please state clearly whether in the light of entries made by you above, you meet the requisite Essential Qualifications and work experience of the post.					
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.					
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
					Continued

*** 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 as per 7th CPC	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 and pay of the post held in substantive capacity in the Parent organisation

9.1 Note: In case of officers already on deputation, the applications of such officer should be forwarded by the parent Cadre/Department alongwith 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/organisation.

10. If any post held on deputation in the past by the 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 Government
 b) State Government
 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 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 Pay Band/Pay Matrix	Level	Total emoluments

15. In case the applicant belongs to an organisation which is not following the Central Government Pay Scales, the latest salary slip issued by the organisation 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 training and (iii) Work experience over and above prescribed in the Vacancy Circular/Advertisement). (Note: Enclose a separate sheet, if the space is insufficient)

16. B Achievements: The candidates are requested to indicate information with regard to: i) Research publications and reports and special projects; ii) Awards/Scholarships/Official appreciation iii) Affiliation with the professional bodies/institutions/societies; iv) Patents registered in own name or achieved for the organization v) Any research or innovative measure involving official recognition vi) Any other information. (Note: Enclose a separate sheet, if the space is insufficient)

17. Please state whether you are applying for deputation (ISTC)/ Absorption/Re-employment Basis. # (Officers under Central/ State Governments are only eligible for "Absorption". Candidates of Non-Government Organizations are eligible only for Short-Term Contract). # (The option of 'STC/ 'Absorption/ 'Re-employment' are available only if the vacancy circular specially mentioned recruitment by "STC" or "Absorption" or "Re-employment")

18. Whether belongs to SC/ST

UNDERTAKING

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 the 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.

Date _____
 Place _____
 (Signature of the Candidate)
 Address _____

ANNEXURE-II

CERTIFICATE 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 qualifications and experience mentioned in the advt. If selected, he/she will be relieved immediately.

2. Also certified that:
- There is no vigilance or disciplinary case pending/contemplated against Shri/ Smt./Ms. _____
 - His/her integrity is certified.
 - His/Her CR Dossier in original is enclosed/photocopies of the ACRs for the last five years duly attested by an officer of the rank of Under Secretary of the Govt. of India or above is enclosed.

[Note: In case there is a gap in the APARs of last 05 years, reasons for the same may kindly be mentioned. In case the APARs for the last consecutive 05 years is not available, then APAR for the period prior to that, needs to be submitted so that APARs are available for a period of atleast 05 years.]

- 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)

ANNEXURE-III

APPLICATION PROFORMA FOR RE-EMPLOYMENT TO THE POST " _____ "

POST APPLIED FOR		Affix recent passport size colour photograph duly attested				
1.	Name					
2.	Date of Birth (DD/MM/YYYY)					
3.	Date of Retirement in the parent organization (DD/MM/YYYY)					
4.	Present Address					
5.	Permanent Address					
6.	Contact No.					
7.	Whether belongs to SC/ST/OBC					
8.	Nationality / Religion					
9.	Educational & Professional qualifications (starting with the last degree till high school or matriculation level)					
Sl. No.	Qualification	Year of passing	Institute/Board/ University/College (along with place)	Subjects	Marks Obtained and Division	
10.	Details of employment in chronological order					
	Ministry/Department/ Office/Institute	Post Held	From	To	Scale of Pay and basic pay (as per 6th CPC)	Nature of Duties
11.	Nature of present employment i.e., Permanent or Temporary or Ad-hoc					
12.	Whether you meet the requirements of the post applied for					
13.	Additional information, if any, which you would like to mention in support of your suitability for the post					
14.	List of enclosures attached					

UNDERTAKING

I solemnly affirm that the information submitted above is correct to the best of my knowledge & belief. I also undertake that in the event of my selection to the above post, I will not withdraw my candidature or decline the post when offered.

Date: _____
 Place: _____
 Signature of the Candidate

Countersigned
 (Present Employer with stamp)

ANNEXURE-IV

UNDERTAKING TO BE GIVEN BY THE CANDIDATE

I understand that, if selected on the basis of the recruitment/examination to which this application relates, my appointment will be subject to my producing documentary evidence to the satisfaction of the Appointing Authority that I have been duly released/ retired/ discharged from the Armed Forces and that I am entitled to the benefits admissible to ex-servicemen in terms of the Ex-Servicemen (Re-employment in Central Civil Services and Posts) rules, 1979, as amended from time to time.

2. I also understand that I shall not be eligible to be appointed to a vacancy reserved for Ex-Servicemen in regard to the recruitment covered by this examination, if I have at any time prior to such appointment, secured any employment on the Civil Side (including Public Sector Undertakings, Autonomous Bodies/Statutory Bodies, Nationalized Banks, etc.) by availing the concession of reservation of vacancies admissible to Ex-Servicemen.

Date: _____
 Place: _____
 Signature of the Candidate

PROFORMA OF CERTIFICATE FOR EMPLOYED OFFICIALS

I hereby with the information available certify that Shri/Smt./Ms. _____ (Name) No. _____ (Rank) would complete the prescribed period of appointment on _____ (date/s).

Date: _____
 Place: _____
 Signature
 Commanding Officer
 Office Seal
 EN 39/61