



No. TD/1035/SF/RTCs/2021

Date: 23.09.2021

To

All PCsDA/CsDA/PIFAs/IFAs

PCA (Fys)/ CDA (RTCs)

(Through website only)

Sub: Selection of SAOs/AOs/AAOs to serve as faculty in RTC Meerut.

It has been decided by the competent authority that names of volunteer SAOs/AOs/AAOs may be called for selection of faculty for RTC Meerut for imparting training to the officers and staff. SAOs/AOs/AAOs, who are selected as training faculty, would be eligible for training allowance in accordance with the extant rules. The volunteers must have good skills and proven aptitude for training. Before appointment to the post of training faculty in RTC Meerut, the volunteer officers would have to undergo a screening test which would be conducted by a Screening Committee, constituted by HQrs. office.

2. It is, accordingly, requested that the names of volunteers amongst SAOs/AOs/AAOs in your offices may be provided as per the enclosed format (Annexure-A) latest by **29.10.2021**.

3. NIL report is also required.

4. While forwarding the names of volunteers, the Head of offices concerned (PsCDA/CsDA/PIFAs/IFAs/PCA(Fys)/CDA (RTC) are requested to **furnish their specific recommendations** along with the APAR gradings for the last 03 years for consideration by the Screening Committee.

5. The under mentioned conditions for applying for the post of Faculty in training institutes, issued vide this office letter no. TD/3279/Policy/2017/part-file dated 09.04.2021 as *Amendment no. 11 to the Training & Development Policy 2019* (uploaded on CGDA website), may also be kept in view while forwarding the names of volunteers for the post of faculty:

i. A 'cooling off period' of 3 years would require to be completed for considering the candidature of officers for serving as faculty, who have earlier served/serving as faculty.

ii. A minimum stay of 2 years at present station or prescribed length of tenure for hard and tenure station would require to be completed by the volunteer officers before being eligible for the post of faculty in training centre.

iii. The officer applying for the post of faculty should not have applied for other panel for transfer to Bhutan/Tajikistan, J&K Region, North East Region, Andaman & Nicobar Islands etc.

iv. The officer applying for the post of faculty in Departmental Training Centre should have minimum residual service of 2 years as on **29.10.2021**.

6. The names of volunteers may please be submitted to CENTRAD through email only at mail ID: trgdiv-brar.cgda@nic.in

Encl: As above.

(Vinod Kumar)
ACGDA (HRD)

Copy to:

1. The OI/C, AN-IV Section - For information and necessary action as above please
2. The OI/C, IT&S Wing - For uploading on CGDA's website

(Vinod Kumar)
ACGDA (HRD)

Annexure 'A'

Selection of SAOs /AOs/AAOs as Training Faculty at RTC Meerut

Sl No	Name rank/ Roster No	Date of Birth	Date of Appointment	Academic Qualifications	Professional Qualification (if any)	Where serving	Date from which serving	Knowledge of PC	Experience in following subjects	Specialisation in following Subject	Whether served earlier in RTCs or delivered lectures as Guest Faculty	Details and nature of previous assignment	APAR Grading of last 3 years	PCDA's/CDA's/ PIFA's/ IFA's/ PCA (Fys)'s Specific recommendations
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15

Note :

It is certified that cognizance of conditions mentioned in Para 5 of the circular has been taken and the above applicant(s) has/have been found eligible to apply for the post of faculty.

ACDA/SAO/AAO