

Most Immediate/Email



**GOVERNMENT OF INDIA
Ministry of Home Affairs
[Police Division-II]
PMA Cell**

**Room No. 14, North Block,
New Delhi, 110001**

- To :**
1. The Chief Secretaries and DsG (P)s of all States / UTs
 2. Directors - IB/CBI/SVP PA/SPG/NEPA/NICFS/CFSL/
DCPW/NCRB.
 3. DsG - BSF/CRPF/ITBF/CISF/NSG/RPF/BPR&D/SSB
/NCB/NIA/Assam Rifles (Through LOAR)
 4. Commissioner of Police Delhi.
 5. JS(CS-Division), MHA

No. 21023/42/2016-PMA

Dated, the October, 2016.

PMI to UN vide their E/Fax No.133 dated 13th October, 2016 has sought nomination Prison Engineering/Architecture Advisor to the United Nations Stabilization Mission in the DR Congo (MONUSCO), for a period of 01 Year(extendible).

Number of Post : Not mentioned
Title/Level of Post : Prison Engineering/Architecture Advisor
Organization : MONUSCO
Duration : 12 Month (extendible)

Date of submission of nomination to PMI to UN ---- **27th October, 2016**

Qualifications

Education : A University degree in structural engineering or architecture is required.

Work Experience : At least 03 years of progressively responsible work experience in designing and /or implementing infrastructure rehabilitation programs within prison systems as well as in project management. Significant management experience is highly desirable. Experience in policy development and strategic planning is a distinct advantage. International experience in

development work, preferably in the region, is desirable. Prior experience within the United Nations system or in another international organization is an asset.

Language : Fluency in written and spoke French is required. Fluency in English with strong Swahili could be accepted in lieu of French. Knowledge of another local language could be an added advantage.

Other Skills: Proficiency in the use of computers, driving license and ability to drive a 4*4 vehicle are required. All officers are required to pass a United Nations driving test at the beginning of their deployment and will be repatriated if they fail to do so.

Preference will be given to equally qualified women candidates.

2. It is requested that nomination of Eligible and willing police officers(structural engineering or architecture background) in the rank of DSP/SP level from State Governments/UTs/CAPFs/CPOs and other organization for the above mentioned post by **25th October, 2016** along with the following documents duly completed in all respect:

-

- i. United Nations Personal History Profile (PHP) form (P.11) duly completed and signed by the nominated candidate.
- ii. United Nations Employment and Academic Certification [attachment to personal history profile (P-11)] Form duly completed and signed by the nominated candidate as well as the relevant local authority.

Note: - On scrutiny of nominations received, it has been observed that the EAC is submitted without the signature of Designated Authority of concerned Force resulting rejection of nomination. Hence, the forwarding authority should ensure that the EAC is duly signed by the applicant as well the Designated Authority of Force.

- iii. **Human Rights certificate must be included.**(Mandatory)
- iv. Personal details as per Annexure-I.

3. The nominated officers may be advised to send the above document as per the format enclosed through electronic mail at e-mail address at uspma@nic.in.

4. **No modified format other than the specimen enclosed duly typed will be entertained/accepted as it invites lot of observations from UN HQ (UNDPKO)while finalizing the nominations.** Hand written PHP/EAC will not be entertained/accepted. It may be ensured that the photographs of the officer applying for the post should be placed on the front side of P-11 form and signature in the last page at relevant place.

5. It may please be ensured that the nominees are clear from Vigilance angle.

6. No direct application will be entertained.


24/10/16

(Raman Kumar)

Under Secretary to the Government of India

☎:23094009

☎:23094009

✉:uspma@nic.in

Copy to

1. Commissioner of Police ,
Mumbai, Kolkatta, Chennai and Bangalore. } It is requested to forward the
nominations of eligible and willing
officers though State Government
only.
2. SO (IT), MHA - With the request to upload the above communication on MHA
website including ' what's new'.


24/10/16

(Raman Kumar)

Under Secretary to the Government of India

☎:23094009

☎:23094009

✉:uspma@nic.in

copy to : (i) JS (CS)
(ii) DG, BPREI).



United Nations  Nations Unies

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TEL: 1 (212) 963 1234 • FAX: 1 (212) 963 4879

UNITED NATIONS HEADQUARTERS
SECURE COMMS OPERATIONS
DPKO/ORE/AS/2016/0811

2016 OCT 14 P 3 22

004462

The Secretariat of the United Nations presents its compliments to the Permanent Missions of Member States to the United Nations and has the honour to invite their Governments to nominate corrections/prison experts for service as Corrections Officers (Prison Engineering/Architecture Advisor) with the United Nations Stabilization Mission in the Democratic Republic of the Congo (MONUSCO) as government-provided personnel.

The Secretariat invites the Governments of Member States to submit completed official United Nations Personal History Forms for government-provided corrections personnel in respect of their nominated candidates, and to certify that the nominees meet the minimum requirements as set forth in the attached terms of reference. The nomination of female candidates is strongly encouraged. Candidates who are ultimately selected will be expected to serve for an initial period of 12 months from the time of their deployment.

The Secretariat kindly requests Member States to forward their nominations by electronic mail to Mr. Viktor Jovev (jovev@un.org) with copy to jcs-secondment@un.org by 27 October 2016, referring to this note verbale and indicating for which job description the candidate(s) is nominated. The Secretariat will also accept nominations after this deadline, on a rolling basis. As nominated personnel may also be considered for service with other United Nations peace operations with similar requirements, the Secretariat would also be grateful if the nominating Government would indicate in the relevant submission as to whether it agrees to the candidate being considered for service in other United Nations peace operations.

The Secretariat wishes to outline that it is the responsibility of the nominating Government to ensure that each candidate it nominates has not been convicted of, or is not currently under investigation or being prosecuted for, any criminal offence, or any violation of international human rights law or international humanitarian law. In the case of nominees who have been investigated for, charged with or prosecuted for any criminal offence but were not convicted, the nominating Government is requested to provide information regarding the investigation(s) or prosecution(s) concerned. The nominating Government is also requested to certify that it is not aware of any allegations against its nominated candidates that they have committed or been involved, by act or omission, in the commission of any acts that may amount to violations of international human rights law or international humanitarian law.

Annexes enclosed



Pa / 14

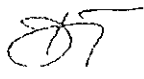
The Secretariat recalls that the responsibilities of personnel who are engaged to serve in United Nations peace operations are exclusively international in character. Such personnel are to perform their functions under the authority of, and in full compliance with, the instructions of the Secretary-General of the United Nations and persons acting on his behalf and are required not to seek or accept instructions in regard to the performance of their duties from any government or from any other authority external to the United Nations. While serving with the United Nations, such personnel will enjoy the legal status of "experts on mission" in accordance with Article VI of the 1946 Convention on the Privileges and Immunities of the United Nations.

The "Standard Operating Procedures for Government-Provided Corrections Personnel on Assignment with United Nations Peacekeeping Operations and Special Political Missions", dated 15 April 2014, reference 2014.07, shall be applicable to government-provided corrections personnel. The Secretariat recalls that it is the Government's responsibility to make copies of this document available to government-provided corrections personnel prior to their deployment.

The Secretariat further recalls that any government-provided personnel may be repatriated in line with the aforementioned Standard Operating Procedures. In the case of repatriation due to disciplinary grounds, for failing to meet or dishonesty in regards to meeting minimum requirements for service in the Mission, for personal reasons upon request of the individual, or upon request of the contributing Member State, the contributing Member State will be responsible for all travel-related expenses.

The Justice and Corrections Service, Office of Rule of Law and Security Institutions, Department of Peacekeeping Operations, is the designated focal point for all issues related to the selection, recruitment, deployment, rotation, transfer and repatriation of those personnel.

The Secretariat of the United Nations avails itself of this opportunity to renew to the Permanent Missions of Member States to the United Nations the assurances of its highest consideration.



October 2016

Title: Prison Engineering/Architecture Advisor
Status: Expert on Mission (government-provided personnel)
Organizational Unit: United Nations Stabilization Mission in the DR Congo (MONUSCO)
Duty Station: Within the Mission area according to operational requirements
Report to: Head of Corrections Component and JCS Coordinator in the region of deployment
Duration: 12 months (extendable)
Estimated Start Date: As soon as possible

Background:

Security Council Resolution 2277 (2016) paragraph 29 outlines the MONUSCO strategic priorities, including to contribute to the objective of stabilization through the establishment of functional, professional, and accountable state institutions, particularly judicial and security institutions. The Mission also provides support to the creation of an environment conducive to peaceful, credible and timely elections as envisaged by the constitution thus reducing the risk of instability while facilitating an open political space, and the promotion and protection of human rights. Within this context, MONUSCO corrections experts provide advisory and mentoring support to relevant national institutions, particularly the military and civilian prison administration, towards establishing and managing safe, secure and humane prisons, while concurrently contributing to the wider security, stability and to prison reform efforts.

Accountability:

Based at mission Headquarters or in field locations and/or co-located with national corrections personnel, the officer will provide technical advice and mentoring support to national counterparts on planning, designing and implementing the construction, rehabilitation and re-design of prison infrastructures. Within limits of delegated authority, the officer will be responsible for the following duties:

- Provide advice and guidance to national prison personnel about reforming and strengthening the corrections system, in particular on issues related to the development, rehabilitation and re-designing of prison infrastructure.
- Contribute towards the development of guidance material on the design of prison infrastructure, including sample blueprints and construction plans, and on the management of infrastructure rehabilitation projects.
- Design and manage the implementation of construction and infrastructure rehabilitation projects, comprising of security structures (guard post and changing room, search room, visiting room, watch tower and security post, perimeter wall, sentry, etc.), disciplinary cells, recreation and playground, workshop, multipurpose hall, ablution and sanitation facilities, passage and water point, taking into consideration prison security concerns notably the proper separation of inmates.
- Conduct needs assessments and assist national stakeholders in the development of plans for sustainable prison infrastructure rehabilitation, including costing estimates and feasibility studies.
- Assist in the development of proposals for prison infrastructure construction and rehabilitation projects (especially Quick Impact Projects) and coordinating with potential donors.
- Provide mentoring and facilitate effective knowledge transfer to national prison personnel on the design and implementation of infrastructure rehabilitation projects.
- Coordinate construction and rehabilitation of prison infrastructural projects and monitor their execution in the field in collaboration with relevant government departments and other international and national stakeholders, including other mission components, United Nations agencies, funds and programmes and national and international non-governmental organizations (NGOs).

- Perform other functions as appropriately requested by the Head of the corrections component and/or JCS Regional Coordinator and consistent with the mission mandate.

Partnerships:

- Establish and maintain contacts and effective relations with relevant government officials, national prison professionals, national engineering training institutions, academia, appropriate ministries, and bilateral/multilateral donors concerned with strengthening corrections infrastructure.
- Regularly consult and collaborate with other mission components, United Nations agencies, funds and programmes, international and national NGOs, bilateral/multilateral donors to support prison infrastructure rehabilitation initiatives;
- Maintain contact with the United Nations Peace Building Support Office on the development and implementation of projects financed by the Peace Building Fund.

Competencies:

- **Professionalism** — Demonstrated in-depth understanding of prison system issues, in particular with regard to prison infrastructure, knowledge of security and relevant international human rights standards within the prison context, and capacity to adopt a strategic approach to the development of a prison system; commitment to implementing the goal of gender equality by ensuring the equal participation and full involvement of women and men in all aspects of peace operations. Knowledge in local construction techniques is desirable.
- **Client Orientation** — Ability to work effectively with a wide range of national and international entities and partners to identify clients' needs and develop appropriate solutions; ability to establish and maintain productive partnerships with wide range of partners; ability to effectively transfer knowledge to clients with a distinct educational and cultural background.
- **Planning and Organizing** — Demonstrated ability to establish priorities and to plan, coordinate and monitor own work plan and those under his/her supervision.
- **Communication** — Proven and sustained communication (verbal and written) skills, including ability to prepare comprehensive reports and conduct presentations by clearly formulating positions when faced with diverse issues, articulating options concisely conveying necessary information, making and defending recommendations; well-developed negotiation and consultation skills is necessary.

Qualifications:

Education:

A university degree in structural engineering or architecture is required.

Experience:

At least 3 years of progressively responsible work experience in designing and/or implementing infrastructure rehabilitation programs within prison systems as well as in project management. Significant management experience is highly desirable. Experience in policy development and strategic planning is a distinct advantage. International experience in development work, preferably in the region, is desirable. Prior experience within the United Nations system or in another international organization is an asset.

Language:

Fluency in written and spoken French is required; Fluency in English with strong Swahili could be accepted in lieu of French. Knowledge of another local language could be an added advantage.

Other Skills:

Proficiency in the use of computers, driving license and ability to drive a 4x4 vehicle are required. All officers are required to pass a United Nations driving test at the beginning of their deployment and will be repatriated if they fail to do so.

In accordance with the Policy on Human Rights Screening of UN Personnel, all individuals who seek to serve with the UN are requested to make "self-attestation" that s/he has not committed any serious criminal offences and has not been involved in violations of international human rights or international humanitarian law. The exact wording of the self-attestation is outlined in para. 5.2 of the above mentioned Policy. The final decision on the selection of an individual to serve with the UN will also be subject to human rights screening.

Handwritten initials/signature

H R CERTIFICATE

It is certified that _____ was neither convicted nor currently under investigation or being prosecuted for any criminal offence including violation of International Human Rights Law and International Humanitarian Law. It is also to certify that Government of Madhya Pradesh is aware that there is no allegation against her as such and she has not committed or even involved, by act or omission, the commission of any act that may amount of violations of International Human Rights Law and International Humanitarian Law”.

To be signed by an officer
Not below the rank of DIG/Director

8

INSTRUCTIONS

Please answer each question clearly and completely. TYPE OR PRINT LEGIBLY. Read carefully and follow all directions.

UNITED NATIONS PERSONAL HISTORY

Do not Write in This Space

1. Family name: _____ First name: _____ Middle name: _____ Maiden name, if any: _____

2. Date of Birth (day/month/year): _____ 3. Place of birth: _____ 4. Nationality(ies) at birth: _____ 5. Present Nationality(ies): _____ 6. Sex: _____

7. Height: _____ 8. Weight: _____ 9. Marital Status: Single Married Separated Widow(er) Divorced

III. Entry into United Nations service might require assignment to any area of the world in which the United Nations might have responsibilities.

(a) Are there any limitations on your ability to perform in your prospective field of work? YES NO

(b) Are there any limitations on your ability to engage in all travel? YES NO

11. Permanent address: _____ Telephone No. (): _____

12. Present address: _____ Telephone/Fax No. (): _____

13. Office Telephone No. (): _____

14. Office Fax No. (): _____ E-mail: _____

15. Do you have any dependent children? YES NO If the answer is "yes", give the following information:

Name of Children	Date of Birth (day/month/year)	Place of Birth	Nationality	Gender

15. (a) Name of Spouse: _____

16. Have you taken up legal permanent residence status in any country other than that of your nationality? YES NO If answer is "yes", which country? _____

17. Have you taken any legal steps towards changing your present nationality? YES NO If answer is "yes", explain fully: _____

18. Are any of your relatives employed by a public international organization? YES NO If answer is "yes", give the following information:

NAME	Relationship	Name of International Organization

19. What is your preferred field of work? _____

20. Would you accept employment for less than six months? YES NO

21. Have you previously submitted an application for employment and/or undergone any tests with U.N.? YES NO If so, when? _____

22. KNOWLEDGE OF LANGUAGES. What is your mother tongue? _____

OTHER LANGUAGES	READ		WRITE		SPEAK		UNDERSTAND	
	Easily	Not Easily	Easily	Not Easily	Fluently	Not Fluently	Easily	Not Easily
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

23. For clerical grades only indicate speed in words per minute

	English	French	Other languages
Typing			
Shorthand			

List any office machines or equipment and computer programmes you use: _____

9

24. EDUCATION: Give full details - N.B. Please give exact titles of degrees in original language. Please do not translate or equate to other degrees.

A. University or equivalent

NAME, PLACE AND COUNTRY
Please give complete address.

ATTENDED FROM/TO
Month/Year Month/Year

DEGREES and ACADEMIC
DISTINCTIONS OBTAINED

MAIN COURSE OF STUDY

B. SCHOOLS OR OTHER FORMAL TRAINING OR EDUCATION FROM AGE 14 (e.g., high school, technical school or apprenticeship)

NAME, PLACE AND COUNTRY
Please give complete address.

TYPE

YEARS ATTENDED
FROM TO

CERTIFICATES OR DIPLOMAS
OBTAINED

25. LIST PROFESSIONAL SOCIETIES AND ACTIVITIES IN CIVIC, PUBLIC OR INTERNATIONAL AFFAIRS

26. LIST ANY SIGNIFICANT PUBLICATIONS YOU HAVE WRITTEN (DO NOT ATTACH)

27. EMPLOYMENT RECORD: Starting with your present post, list in REVERSE ORDER every employment you have had. Use a separate block for each post. Include also service in the armed forces and note any period during which you were not gainfully employed. If you need more space, attach additional pages of the same size. Give both gross and net salaries per annum for your last or present post.

A. PRESENT POST (LAST POST, IF NOT PRESENTLY IN EMPLOYMENT)

FROM MONTH/YEAR	TO MONTH/YEAR	SALARIES PER ANNUM		EXACT TITLE OF YOUR POST:
		STARTING	FINAL	
NAME OF EMPLOYER:				TYPE OF BUSINESS:
ADDRESS OF EMPLOYER:				NAME OF SUPERVISOR:
				NO. AND KIND OF EMPLOYEES SUPERVISED BY YOU:
				REASON FOR LEAVING:

DESCRIPTION OF YOUR DUTIES:

5

16

B. PREVIOUS POSTS (IN REVERSE ORDER)

FROM MONTH/YEAR	TO MONTH/YEAR	SALARIES PER ANNUM		EXACT TITLE OF YOUR POST:
		STARTING	FINAL	

NAME OF EMPLOYER:	TYPE OF BUSINESS:
-------------------	-------------------

ADDRESS OF EMPLOYER:	NAME OF SUPERVISOR:
----------------------	---------------------

NO. AND KIND OF EMPLOYEES SUPERVISED BY YOU:	REASON FOR LEAVING:
--	---------------------

DESCRIPTION OF YOUR DUTIES

FROM MONTH/YEAR	TO MONTH/YEAR	SALARIES PER ANNUM		EXACT TITLE OF YOUR POST:
		STARTING	FINAL	

NAME OF EMPLOYER:	TYPE OF BUSINESS:
-------------------	-------------------

ADDRESS OF EMPLOYER:	NAME OF SUPERVISOR:
----------------------	---------------------

NO. AND KIND OF EMPLOYEES SUPERVISED BY YOU:	REASON FOR LEAVING:
--	---------------------

DESCRIPTION OF YOUR DUTIES

FROM MONTH/YEAR	TO MONTH/YEAR	SALARIES PER ANNUM		EXACT TITLE OF YOUR POST:
		STARTING	FINAL	

NAME OF EMPLOYER:	TYPE OF BUSINESS:
-------------------	-------------------

ADDRESS OF EMPLOYER:	NAME OF SUPERVISOR:
----------------------	---------------------

NO. AND KIND OF EMPLOYEES SUPERVISED BY YOU:	REASON FOR LEAVING:
--	---------------------

DESCRIPTION OF YOUR DUTIES

(11)

28. HAVE YOU ANY OBJECTIONS TO OUR MAKING INQUIRIES OF YOUR PRESENT EMPLOYER? YES NO

29. ARE YOU NOW OR HAVE YOU EVER BEEN A CIVIL SERVANT IN YOUR GOVERNMENT'S EMPLOY? YES NO
If answer is "yes", WHEN?

30. REFERENCES: List three persons, not related to you, and are not current United Nations staff members, who are familiar with your character and qualifications.
Do not repeat names of supervisors listed under Item 27.

FULL NAME	FULL ADDRESS	BUSINESS OR OCCUPATION

31. STATE ANY OTHER RELEVANT FACTS. INCLUDE INFORMATION REGARDING ANY RESIDENCE OUTSIDE THE COUNTRY OF YOUR NATIONALITY

32. HAVE YOU EVER BEEN ARRESTED, INDICTED, OR SUMMONED INTO COURT AS A DEFENDANT IN A CRIMINAL PROCEEDING, OR CONVICTED, FINED OR IMPRISONED FOR THE VIOLATION OF ANY LAW (excluding minor traffic violations)? YES NO

If "yes", give full particulars of each case in an attached statement

33. OTHER AGENCIES OF THE UNITED NATIONS SYSTEM MAY BE INTERESTED IN OUR APPLICANTS. DO YOU HAVE ANY OBJECTION TO YOUR PERSONAL HISTORY FORM BEING MADE AVAILABLE TO THEM? YES NO

34. I certify that the statements made by me in answer to the foregoing questions are true, complete and correct to the best of my knowledge and belief. I understand that any misrepresentation or material omission made on a Personal History form or other document requested by the Organization renders a staff member of the United Nations liable to termination or dismissal.

DATE
(day, month, year)

SIGNATURE:

N.B. You will be requested to supply documentary evidence which supports the statements you have made above. Do not, however, send any documentary evidence until you have been asked to do so by the Organization and, in any event, do not submit the original texts of references or testimonials unless they have been obtained for the sole use of the Organization.

7

UNITED NATIONS

(12)

Employment and Academic Certification

Attachment to Personal History Profile (PH)

TO BE COMPLETED BY CANDIDATE:

Personal Data:

Family Name:	Given name:	Middle names:	Gender: M/F
e-mail address:			

Position for which you are applying:

(Note: if you are applying for more than one position, please submit separate PH and PH attachment for each Job Opening)

Job Opening Number:

Military Service History/Police Service History

Date of Commission (for military officers) or date of enlistment/entry to service (for police officers):

Current rank	Date Last Promoted	Date eligible for promotion to next rank	Projected Retirement date from current rank
Branch/Corp/Muster in:			
Sub Specialisation/additional qualifications:			

Degrees and Academic Distinctions Obtained:

	NAME of INSTITUTION, PLACE AND COUNTRY. Please give complete address.	ATTENDED:		DEGREES and ACADEMIC DISTINCTIONS OBTAINED
		FROM: Month/Year	TO: Month/Year	
Graduation from the Staff/War College or Police Academy (and/or similar law enforcement institution)				
University Degree/s				

88

13

Experience in peacekeeping operations:

Specify UN or other International Experience, starting with your most recent experience and list in reverse order

Dates mm/yy-mm/yy	Mission/ Operation/Location	Position/Title (Milob, HQ Staff, Contgt, Adviser)	Description of duties

Command Experience, starting with your most recent experience and list in reverse order

Dates mm/yy-mm/yy	Unit/Position/Org	Significant Unit Activities

Significant Planning Experience, starting with your most recent experience and list in reverse order

Dates mm/yy-mm/yy	Position/Org	Operation/Activity

(Other) International Exposure other than peace keeping operations, starting with your most recent experience and list in reverse order

Date: mm/yy-mm/yy	Position/Org	Function/Activity

9

(14)

Military and/or Police Training Courses/Seminars: (last two years)

Name of Course	Date: mm/yy - mm/yy	Institution

Additional Comments:

I certify that the statements made by me in answer to the foregoing questions are complete and correct. I understand that any misrepresentation or material omission made on a Personal History form or other document requested by the Organization renders a staff member for the United Nations liable ineligible for further consideration.

I declare that I have never committed, been convicted of and am not currently under investigation or being prosecuted for any criminal, human rights, civil action or disciplinary offence, with the exception of minor traffic violations (driving while intoxicated or dangerous or careless driving are not considered minor traffic violations for this purpose). I declare that I have not been involved, by act or omission, in the commission of any violation of international human rights law or international humanitarian law.

I am not able to attest to the preceding paragraphs for the following reasons:

Date Signature

N.B. You will be requested to supply documentary evidence which supports the statements you have made above. Do not, however, send any documentary evidence until you have been asked to do so by the Organization and, in any event, do not submit the original texts of references or testimonials unless they have been obtained for the sole use of the Organization.

15

TO BE COMPLETED BY THE RELEVANT LOCAL AUTHORITY:

On behalf of I certify that the information provided by is complete and correct.

I further certify that the nominated candidate has never been convicted of, or is not currently under investigation or being prosecuted for, any criminal or disciplinary offence, or any violations of international human rights law, civil action or disciplinary offence.

The Government of is not aware of any allegations against the nominated candidate that she/he has committed or been involved, by act or omission, in the commission of any acts that may amount to violations of international human rights law or international humanitarian law.

In the case of the nominee who has been investigated for, charged with or prosecuted for any criminal offence, with the exception of minor traffic violations (driving while intoxicated or dangerous or careless driving are not considered minor traffic violations for this purpose), but was not convicted, the Government is requested to provide information regarding the investigation(s) or prosecutions concerned.

Date..... Official Stamp.....

EMPLOYMENT RECORD - SUPPLEMENTARY SHEET

18

PLEASE LIST, in reverse order, EVERY EMPLOYMENT YOU HAVE HAD. Use a separate block for each post. Include also service in the armed forces and note any period during which you were not gainfully employed. See next page for more blocks.

FROM MONTH/YEAR	TO MONTH/YEAR	SALARIES PER ANNUM		EXACT TITLE OF YOUR POST:
		STARTING	FINAL	
NAME OF EMPLOYER:				TYPE OF BUSINESS:
ADDRESS OF EMPLOYER:				NAME OF SUPERVISOR:
				NO. AND KIND OF EMPLOYEES SUPERVISED BY YOU:
				REASON FOR LEAVING:
DESCRIPTION OF YOUR DUTIES				

FROM MONTH/YEAR	TO MONTH/YEAR	SALARIES PER ANNUM		EXACT TITLE OF YOUR POST:
		STARTING	FINAL	
NAME OF EMPLOYER:				TYPE OF BUSINESS:
ADDRESS OF EMPLOYER:				NAME OF SUPERVISOR:
				NO. AND KIND OF EMPLOYEES SUPERVISED BY YOU:
				REASON FOR LEAVING:
DESCRIPTION OF YOUR DUTIES				

FROM MONTH/YEAR	TO MONTH/YEAR	SALARIES PER ANNUM		EXACT TITLE OF YOUR POST:
		STARTING	FINAL	
NAME OF EMPLOYER:				TYPE OF BUSINESS:
ADDRESS OF EMPLOYER:				NAME OF SUPERVISOR:
				NO. AND KIND OF EMPLOYEES SUPERVISED BY YOU:
				REASON FOR LEAVING:
DESCRIPTION OF YOUR DUTIES				

FROM MONTH/YEAR	TO MONTH/YEAR	SALARIES PER ANNUM		EXACT TITLE OF YOUR POST:
		STARTING	FINAL	
NAME OF EMPLOYER:				TYPE OF BUSINESS:
ADDRESS OF EMPLOYER:				NAME OF SUPERVISOR:
				NO. AND KIND OF EMPLOYEES SUPERVISED BY YOU:
				REASON FOR LEAVING:
DESCRIPTION OF YOUR DUTIES				

EMPLOYMENT RECORD - SUPPLEMENTARY SHEET

19

PLEASE LIST, in reverse order, EVERY EMPLOYMENT YOU HAVE HAD. Use a separate block for each post. Include also service in the armed forces and note any period during which you were not actually employed.

FROM MONTH/YEAR	TO MONTH/YEAR	SALARIES PER ANNUM		EXACT TITLE OF YOUR POST
		STARTING	FINAL	
NAME OF EMPLOYER:				TYPE OF BUSINESS:
ADDRESS OF EMPLOYER:				NAME OF SUPERVISOR:
				NO. AND KIND OF EMPLOYEES SUPERVISED BY YOU:
				REASON FOR LEAVING:
DESCRIPTION OF YOUR DUTIES				

FROM MONTH/YEAR	TO MONTH/YEAR	SALARIES PER ANNUM		EXACT TITLE OF YOUR POST
		STARTING	FINAL	
NAME OF EMPLOYER:				TYPE OF BUSINESS:
ADDRESS OF EMPLOYER:				NAME OF SUPERVISOR:
				NO. AND KIND OF EMPLOYEES SUPERVISED BY YOU:
				REASON FOR LEAVING:
DESCRIPTION OF YOUR DUTIES				

FROM MONTH/YEAR	TO MONTH/YEAR	SALARIES PER ANNUM		EXACT TITLE OF YOUR POST
		STARTING	FINAL	
NAME OF EMPLOYER:				TYPE OF BUSINESS:
ADDRESS OF EMPLOYER:				NAME OF SUPERVISOR:
				NO. AND KIND OF EMPLOYEES SUPERVISED BY YOU:
				REASON FOR LEAVING:
DESCRIPTION OF YOUR DUTIES				

FROM MONTH/YEAR	TO MONTH/YEAR	SALARIES PER ANNUM		EXACT TITLE OF YOUR POST
		STARTING	FINAL	
NAME OF EMPLOYER:				TYPE OF BUSINESS:
ADDRESS OF EMPLOYER:				NAME OF SUPERVISOR:
				NO. AND KIND OF EMPLOYEES SUPERVISED BY YOU:
				REASON FOR LEAVING:
DESCRIPTION OF YOUR DUTIES				

Annexure

Recent passport
size photograph

BIO-DATA PROFORMA

1. Name of Post applied.
2. Job opening number
3. Name of the Officer
4. Designation/Rank/organisation with present place of posting.
5. In the case of officers of deputation with other organization.
 - (a) Name of Parent organization.
 - (b) Name of organization presently employed.
 - (c) Date of deputation
 - (d) Expected date of repatriation to parent cadre/organization.
6. Date of Birth
7. Education/Qualification
8. Date of Joining Police Service
(IPS-Cadre & Year/If Non-IPS, the entry level)
9. Service/Cadre/Batch
10. Present Designation/Rank in Indian Police/CAPFs i.e. Dy SP/ASP/SP/SSP/DIG/IsG/Addl DG/Spl DG/DG and specifying the level i.e. P-3,4,P-5, D-1 and D-2.
11. Specify the ranks equal to Police organization where the designations indicated as **Assistant Director, Joint Dy Director, Deputy Director, Spl Director & Director**, etc.
12. Pay Scale with Grade Pay
13. Educational Qualification
14. Previous UN experience

Telephone No.

- a. Office
- b. Residence
- c. Mobile No
- d. Fax No.
- e. E-mail id

I hereby certify that, I fulfill the eligibility requirement notified for the post applied for.

(Signature of the applicant)