

No. A-35021/6/2025-Admin-SSO  
Government of India/Bharat Sarkar  
Ministry of Home Affairs/ Grih Mantralaya  
(SSO Section)

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3<sup>rd</sup> Floor, NDCC-II Building, Jai Singh Road  
New Delhi, dated 16<sup>th</sup> September, 2025

To

1. Director General, Assam Rifles/ITBP/BSF/CRPF/CISF/SSB.
2. All State Police Organisation.

**Subject:- Filling up of post of Assistant Commandant in Secretariat  
Security Force, Ministry of Home Affairs, on deputation basis-reg.**

The undersigned is directed to state that this Ministry proposes to prepare a panel for filling up the vacancy in the grade of Assistant Commandant in the Pay Matrix of Level-10 (Rs. 56,100-1,77,500), Group 'A' (Gazetted) Non-Ministerial in Secretariat Security Force, Ministry of Home Affairs, on deputation basis. The particulars of the posts, eligibility conditions, etc, are given in **Annexure-I.**

2. The pay of the selected official will be regulated in accordance with the Department of Personnel and Training Office Memorandum No.2/29/91-Estt. (Pay-II) dated 05.01.1994, as amended from time to time.

3. The period of deputation including period of deputation in another ex-cadre post held immediately preceding to this appointment in the same or some other organization or Department shall ordinarily not exceed four years. The maximum age limit for appointment on deputation shall not exceed fifty-four years as on the closing date of receipt of applications.

4. It is requested that wide publicity may be given to the vacancy circular amongst staff working under your administrative control and applications (in duplicate), in the enclosed proforma (**Annexure-II**), along with vigilance & administrative approval, attested copies of certificates of educational qualification and attested copies of complete and up-to-date ACRs of last five years (with rubber stamp on each page) of the officials who can be spared in the event of their selection, may please be sent to Under Secretary (SSO), Ministry of Home Affairs, Room No.01, 3<sup>rd</sup> Floor, NDCC-II, Building, New Delhi, positively before 15<sup>th</sup> November 2025. Applications received after the last date or without the copies of certificates of educational qualification and ACRs or otherwise found incomplete will not be considered. Applicant will not be allowed to withdraw his application after selection.

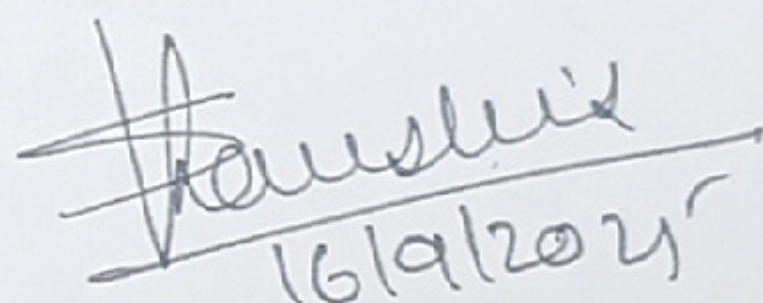
Contd..2/-  
P.T.O.



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5. While forwarding the applications, it may be verified and certified that the particulars furnished by the applicant are correct and no disciplinary case is either contemplated or pending against the official. The integrity of the applicant may also be certified and it may be confirmed that no major/ minor penalties have been imposed on him/her during the last ten years.



(Shailender Kaushik)

Under Secretary to the Government of India  
Tele/fax-011-23438052

No. A-35021/6/2025-Admin-SSO

New Delhi, dated, the September 2025

Copy to:-

SO(IT), SO(NIC) for uploading in e-office and what's new section on MHA website mha.nic.in.



**Annexure-I**

1.	Name of the post	Assistant Commandant
2.	Level in the pay matrix	Level 10: Rs. 56,100 -1,77,500
3.	Classification of the post	General Central Services Group 'A' (Gazetted) Non-Ministerial.
4.	Eligibility Conditions	<p>Officers of the Central Armed Police Forces or Central Police Organisation or State Police Organisations:-</p> <p>(a) (i) Holding analogous post on regular basis in the parent cadre or department; or</p> <p>(ii) With minimum two years service in the grade rendered after appointment thereto on a regular basis in post in level-9 in the pay matrix (Rs.53100-167800) or equivalent in the parent cadre or department; or</p> <p>(iii) With minimum four years' service in the grade rendered after appointment thereto on a regular basis in level-8 in the pay matrix (Rs.47600-151100) or equivalent in the parent cadre or department; and</p> <p>(b) Possessing the following educational qualification and experience namely:-</p> <p>(i) Bachelors Degree from any recognised University or institute. and</p> <p>(ii) Two years experience in Man Management and Administration of platoon or company of Central Armed Police Forces.</p> <p>Note 1: The period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organisation or department shall ordinarily not exceed four years.</p> <p>Note 2: The maximum age-limit for appointment by deputation shall not be exceeding fifty-four years as on the closing date of receipt of applications.</p> <p>Note 3: The departmental officers in the feeder category who are in direct line of promotion shall not be eligible for consideration for appointment on deputation. Similarly, the deputationists shall not be eligible for consideration for appointment by promotion.</p>



**APPLICATION FOR THE POST OF ASSISTANT COMMANDANT**  
**IN SECRETARIAT SECURITY FORCE (SSF),**  
**MINISTRY OF HOME AFFAIRS**

1. Name (in block letters) :
2. Date of birth (in Christian era) :
3. Educational qualifications :
4. Details of employment in chronological order :

Name of the Ministry/Department/Office	Post held	From	To	Level in Pay matrix	Nature of duties
(1)	(2)	(3)	(4)	(5)	(6)

5. Nature of employment i.e. adhoc, temporary or permanent. :
6. Category :
7. Email ID :
8. Mobile No. :
9. Address for communication :
10. Additional information, if any :

Signature of candidates  
Name

**CERTIFICATE TO BE FILLED BY THE FORWARDING AUTHORITY**

1. Certified that the particulars furnished by Shri/Smt./Km \_\_\_\_\_ have been Verified from his/her service records and found correct.
2. Further certified that no disciplinary proceedings are pending or contemplated/ pending against Shri/Smt./Km \_\_\_\_\_. His/her integrity is also certified.

Signature of Head of the Office.  
with stamp.