

Government of India
Ministry of Home Affairs
Department of Border Management
Land Ports Authority of India
1st Floor, Lok Nayak Bhawan, Khan Market,
New Delhi-110511.

F.NO.E-13012/1/2018(Rectt.) 1027-38

15th February, 2019

VACANCY CIRCULAR

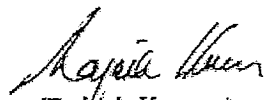
Subject: Filling up of Group 'A', 'B' and 'C' posts at LPAI Secretariat, New Delhi on deputation (Foreign Service) basis from those working in Central/State Government, PSUs & Autonomous Bodies.

The Land Ports Authority of India (LPAI) is a statutory body set up under the LPAI Act 2010 for development and management of Land Ports / Integrated Check Posts (ICPs) at various locations on international land borders of India. At present, 7 ICPs have been established at Attari in Punjab, Agartala in Tripura, Petrapole in West Bengal, Dawki in Meghalaya, Raxaul, Jogbani in Bihar and Moreh in Manipur.

2. The LPAI proposes to fill-up the following Group 'A', 'B' & 'C' posts on deputation (Foreign Service) basis from amongst Central/State Government, PSUs & Autonomous Bodies officers for its Secretariat and Integrated Check Posts as under: -

Sl. No.	Name of Post	Pre-revised Pay Band + Grade Pay	Pay Matrix Level (7 th CPC)	No. of posts to be filled up
1.	Deputy Secretary	Pay Band-3 + 7600	Level-12	1
2.	Under Secretary	Pay Band-3 + 6600	Level- 11	1
3.	Executive Engineer	Pay Band-3 + 6600	Level- 11	1
4.	Manager ICPs (Petrapole-1, Moreh-1)	Pay Band-3 + 6600	Level- 11	2
5.	Section Officer	Pay Band -2+4600	Level-7	2
6.	Asstt. Engineer (Electrical),HQ	Pay Band -2+4600	Level-7	1
7.	Private Secretary	Pay Band -2+4600	Level-7	2
8.	Assistant (for LPAI Sectt. -4, and for LPAI ICPs-Attari-2, Agartala-1, Petrapole-2, Jogbani-1, Moreh-1, Dawki-1)	Pay Band-2+4200	Level-6	12
9.	Junior Engineer, HQ (Civil and Electrical)	Pay Band-2+4200	Level-6	2 (1 each)
10.	Personal Assistant, HQ	Pay Band-2+4200	Level-6	3
11.	Sr. Accountant, HQ	Pay Band-2+4200	Level-6	1
12.	Accountant, HQ	Pay Band-1+2800	Level-5	1
13.	Stenographer Grade-D for LPAI Sectt.-3, and for ICPs-Attari-1, Agartala-1, Petrapole-1, Raxaul-1, Jogbani-1, Moreh-1, Dawki-1	Pay Band-1+2400	Level-4	10
14.	Cashier, HQ	Pay Band-1+1900	Level-2	1
Total				40

- 3.. (i) Number of vacancies may be decreased or increased on the discretion of Competent Authority.
(ii) Selected Officer/Official will be liable to be posted at any of the ICPs or the LPAI Sectt.
(iii) LPAI is not an eligible office for GPRA.
4. The details of eligibility and other conditions to apply, along with details of functions and responsibilities for the above posts are given in Annexure 'A'.
5. The format of application is appended as Annexure 'B'.
6. The applicants to all the above posts should have basic working knowledge on computers particularly in all the modules of MS Office including e-office, email etc.
7. The age of the applicant shall not exceed 56 years as on the closing date of receipt of application as per DOP&T O.M. No. AB-14017/11/2017-Estt. (RR) date 5th February, 2018.
8. The deputation will be initially for a period of three years, but is extendable as per DoPT's guidelines in this regard. Period of deputation including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organization or department in the Central Government shall normally not exceed three years. The appointment will not bestow on the appointee on deputation any claim for regular appointment.
9. The deputation will be subject to various circulars of DOP&T on the subject and especially the terms and conditions of deputation as stipulated in DOP&T's OM No. 6/8/2009-Estt. (Pay II) dated 17.06.2010, and subsequent amendments made thereon.
10. The last date for receiving of applications is 30-03-2019.
11. The applications of willing and eligible officials whose services could be spared immediately, on selection, may be sent along with attested copy of ACRs/APARs for the last 5 years and Vigilance Clearance / Integrity Certificate, through proper channel to the Under Secretary (Estt.), Land Ports Authority of India, 1st Floor, Lok Nayak Bhawan, Khan Market, New Delhi-110003, so as to reach LPAI by 30.03.2019.
12. Applicants may send advance copies of their applications by post at the above address and also on email id: rajesh.kumar67@nic.in. However, only the applications received through proper channel by the due date and complete in all respects, will be considered for selection.
13. All the details in this regard may also be obtained from this Authority's website <http://lpai.gov.in> & <http://mha.nic.in/vacancies> and National Career Service (NCS) Portal : www.ncs.gov.in


(Rajesh Kumar)
Under Secretary
Tel:- 011-24340714
E-mail:- rajesh.kumar67@nic.in

To

1. The Secretaries of all Departments of Government of India with the request to circulate it widely to all the officials under their control.
2. The Chief Secretaries and Resident Commissioners of all State Governments with the request to circulate it widely to all the officials under their control.
3. Director (CS Division) DoP&T, Lok Nayak Bhawan, Khan Market, with the request to upload the circular on DOP&T website.
4. DG BSF, Block No. 10, CGO Complex, Lodhi Road, New Delhi, Delhi 110003 with the request to circulate it widely to all the officials under their control.
5. DG SSB, Vivekanand Marg, East Block 5, RK Puram, New Delhi, Delhi 110066 with the request to circulate it widely to all the officials under their control.
6. DG ITBP, Block No-2, CGO Complex, Lodi Road, New Delhi, Delhi 110003 with the request to circulate it widely to all the officials under their control.
7. DG Assam Rifles, E. Khasi Hills (Shillong), Meghalaya, India with the request to circulate it widely to all the officials under their control.
8. PPS to Spl. Secretary (BM)/ PS to JS (BM)/ DS (BM-II).
9. ICP Managers at Attari, Agartala, Petrapole, Raxaul, Jogbani and Moreh Land Ports.
10. IT Section, MHA for posting on the web-site of MHA at <http://mha.nic.in/vacancies>.
11. IT Division, LPAI for posting on the web-site of LPAI <http://lpai.gov.in> at appropriate place.
12. IT Division, NCS for posting on the web-site of NCS Portal www.ncs.gov.in at appropriate place.
13. Joint CGA, ~~Mahatma Niyantak Bhawan, Ministry of Finance, GPO Complex, Block E, Aviation Colony, INA Colony, New Delhi, Delhi 110023~~

Eligibility criteria for the posts of Group 'A' to be filled up by Deputation and for Group E and 'C' on deputation and on short term contract basis in LPAI

<p>Deputy Secretary</p> <p><u>Duties & Responsibilities:</u></p> <p>To deal with areas such as Finance, accounts, policy, planning & development, trade and commerce, administration and coordination matters, etc. and any other related work assigned.</p>	<p>Deputation— Officers of the Central Government or Autonomous Bodies or Public Sector Undertakings of the Central Government—</p> <p>(a) (i) holding analogous post on regular basis in the parent cadre or department; or (b) (ii) with five years regular service in the grade rendered after appointment thereto on regular basis in pay scale Rs. 15600-39100 (pay band 3) with grade pay Rs. 6600/- or equivalent; and (b) possessing experience in the field of finance, accounts, policy, planning and development.</p> <p>Note 1.— Period of deputation or short term contract including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organisation or department in the Central Government shall not exceed three years.</p> <p>Note 2.— The maximum age limit for appointment by deputation shall be not exceeding fifty-six years as on the closing date of receipt of application.</p>
<p>Under Secretary</p> <p><u>Duties & Responsibilities:</u></p> <p>To deal with areas such as policy, planning & development, trade and commerce, finance and accounts, administration and coordination matters, etc. and any other related work assigned.</p>	<p>Deputation— Officers of the Central Government—</p> <p>(a) (i) holding analogous post on regular basis in the parent cadre or department; or (ii) with five years regular service in the grade rendered after appointment thereto on regular basis in pay scale Rs. 15600-39100 (pay band 3) with grade pay Rs. 5400/- or equivalent; and (b) possessing experience in the fields of policy, planning and development, administration, human resource development, finance, vigilance, court cases, communication related matters.</p> <p>Note 1.— Period of deputation or short term contract including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organisation or department in the Central Government shall not exceed three years.</p> <p>Note 2.— The maximum age limit for appointment by deputation shall be not exceeding fifty-six years as on the closing date of receipt of applications.</p>
<p>Executive Engineer</p> <p><u>Duties & Responsibilities</u></p> <p>Examination of DPRs and Technical Reports/ DERs etc. of the projects of ICPs. Monitoring construction and execution of projects including document preparation and record maintenance and any other work assigned.</p>	<p>Deputation— Officers of the Central Government—</p> <p>(a) (i) holding analogous post on regular basis in the parent cadre or department; or (ii) with seven years regular service in the grade rendered after appointment thereto on regular basis in pay scale of Rs. 15600- 39100 (pay band 3) with grade pay Rs. 4600 or equivalent; and (b) possessing experience of working on civil or electrical engineering in Central Public Works Department or equivalent organisations and having experience of monitoring of construction activities.</p> <p>Note 1.— Period of deputation or short term contract including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organisation or department in the Central Government shall not exceed three years.</p> <p>Note 2.— The maximum age limit for appointment by deputation shall be not exceeding fifty-six years as on the closing date of receipt of applications.</p>

Eligibility criteria for the posts of Group 'A' to be filled up by Deputation and for Group 'B' and 'C' on deputation and on short term contract basis in LPAI.

<p>Manager</p> <p><u>Duties & Responsibilities:</u></p>	<p>Deputation— Officers of the Central Government or State Government—</p> <p>(a) (i) holding analogous post on regular basis in the parent cadre or department; or (ii) with five years regular service in the grade rendered after appointment thereto on regular basis in pay scale of Rs. 15600- 39100 (pay band 3) with grade pay Rs. 5400 or equivalent; and (b) possessing experience in the fields of policy, planning and development, administration, human resource development, finance, vigilance, court cases and communication related matters.</p> <p>Note 1.— Period of deputation or short term contract including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organisation or department in the Central Government shall not exceed three years.</p> <p>Note 2.— The maximum age limit for appointment by deputation shall be not exceeding fifty-six years as on the closing date of receipt of applications.</p>
<p>Section Officer</p> <p><u>Duties & Responsibilities:</u></p>	<p>Deputation— Officers of the Central Government or State Government—</p> <p>(a) (i) holding analogous post on regular basis in the parent cadre or department; or (ii) with five years regular service in the grade rendered after appointment thereto on regular basis in pay scale of Rs. 9300-34800 (pay band 2) with grade pay Rs. 4200/- or equivalent; and (b) possessing experience in the fields of policy, planning and development, administration, human resource development, finance, vigilance, court cases, communication related matters.</p> <p>Note 1.— Period of deputation or short term contract including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organisation or department in the Central Government shall not exceed three years.</p> <p>Note 2.— The maximum age limit for appointment by deputation shall be not exceeding fifty-six years as on the closing date of receipt of applications.</p> <p>Short term contract— Where the Authority is unable to get suitable officers on deputation, the Authority may fill such vacancies by short term contract employment for a period of maximum six months at a time, from amongst the officers retired from an analogous post in Central Government or State Government and below the age of sixty-five years and having suitable qualifications and experience. The remuneration shall be as per extant rules and regulations of the Central Government on the subject.</p>

Eligibility criteria for the posts of Group 'A' to be filled up by Deputation and for Group 'B' and 'C' on deputation and on short term contract basis in LPAI.

Assistant Engineer
(Electrical)

Duties &
Responsibilities:

Deputation—

Officers of the Central Government—

- (a) (i) holding analogous post on regular basis in the parent cadre or department; or
(ii) with five years regular service in the grade rendered after appointment thereto on regular basis in pay scale of Rs. 9300-34800 (pay band 2) with grade pay Rs. 4200 in the Central Public Works Department or equivalent; and
(b) possessing experience of working on civil or electrical engineering in the Central Public Works Department or equivalent organisations and having experience of monitoring of construction activities.

Note 1.— Period of deputation or short term contract including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organisation or department in the Central Government shall not exceed three years.

Note 2.— The maximum age limit for appointment by deputation shall be not exceeding fifty-six years as on the closing date of receipt of applications.

Short term contract— Where the Authority is unable to get suitable officers on deputation, the Authority may fill such vacancies by short term contract employment for a period of maximum six months at a time, from amongst the officers retired from an analogous post in Central Government or State Government and below the age of sixty-five years and having suitable qualifications and experience. The remuneration shall be as per extant rules and regulations of the Central Government on the subject.

Private Secretary

Duties &
Responsibilities:

Deputation—

Officers of the Central Government—

- (a) (i) holding analogous post on regular basis in the parent cadre or department; or
(ii) with five years regular service in the grade rendered after appointment thereto on regular basis in pay scale of Rs. 9300-34800 (pay band 2) with grade pay Rs. 4200 in the Central Public Works Department or equivalent; and
(b) possessing experience of working as Private Secretary in a department of the Central Government.

Note 1.— Period of deputation or short term contract including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organisation or department in the Central Government shall not exceed three years.

Note 2.— The maximum age limit for appointment by deputation shall be not exceeding fifty-six years as on the closing date of receipt of applications.

Short term contract—

Where the Authority is unable to get suitable officers on deputation, the Authority may fill such vacancies by short term contract employment for a period of maximum six months at a time, from amongst the officers retired from an analogous post in Central Government or State Government and below the age of sixty-five years and having suitable qualifications and experience. The remuneration shall be as per extant rules and regulations of the Central Government on the subject.

Eligibility criteria for the posts of Group 'A' to be filled up by Deputation and for Group 'B' and 'C' on deputation and on short term contract basis in LPAI.

<p>Assistant</p> <p><u>Duties & Responsibilities:</u></p>	<p>Deputation— Officers of the Central Government –</p> <p>(a) (i) holding analogous post on regular basis in the parent cadre or department; or</p> <p>(ii) with five years regular service in the grade rendered after appointment thereto on regular basis in pay scale of Rs. 5200-20200 (pay band 1) with grade pay Rs. 2800/- or equivalent; and</p> <p>(b) possessing experience in the fields of administration, human resource development, finance.</p> <p>Note 1.— Period of deputation or short term contract including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organisation or department in the Central Government shall not exceed three years.</p> <p>Note 2.— The maximum age-limit for appointment by deputation shall be not exceeding fifty-six years as on the closing date of receipt of applications.</p> <p>Short term contract—</p> <p>Where the Authority is unable to get suitable officers on deputation, the Authority may fill such vacancies by short term contract employment for a period of maximum six months at a time, from amongst the officers retired from an analogous post in Central Government or State Government and below the age of sixty-five years and having suitable qualifications and experience. The remuneration shall be as per extant rules and regulations of the Central Government on the subject.</p>
<p>Junior Engineer</p> <p><u>Duties & Responsibilities:</u></p>	<p>Deputation— Officers of the Central Government—</p> <p>(a) (i) holding analogous post on regular basis in the parent cadre or department; or</p> <p>(ii) with six years regular service in the grade rendered after appointment thereto on regular basis in pay scale of Rs. 9300-34800 (pay band 2) with grade pay Rs. 4200 in the Central Public Works Department or equivalent; and</p> <p>(b) possessing experience of working on civil or electrical engineering in the Central Public Works Department or equivalent organisations and having experience of monitoring of construction activities.</p> <p>Note 1.— Period of deputation or short term contract including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organisation or department in the Central Government shall not exceed three years.</p> <p>Note 2.— The maximum age-limit for appointment by deputation shall be not exceeding fifty-six years as on the closing date of receipt of applications.</p> <p>Short term contract— Where the Authority is unable to get suitable officers on deputation, the Authority may fill such vacancies by short term contract employment for a period of maximum six months at a time, from amongst the officers retired from an analogous post in Central Government or State Government and below the age of sixty-five years and having suitable qualifications and experience. The remuneration shall be as per extant rules and regulations of the Central Government on the subject</p>

Eligibility criteria for the posts of Group 'A' to be filled up by Deputation and for Group 'B' and 'C' on deputation and on short term contract basis in LPAI.

<p>Personal Assistant <u>Duties &</u> <u>Responsibilities:</u></p>	<p>Deputation— Officers of the Central Government— (a) (i) holding analogous post on regular basis in the parent cadre or department; or (ii) with five years regular service in the grade rendered after appointment thereto on regular basis in pay scale of Rs. 5200-20200 (pay band 1) with grade pay Rs. 2800/- or equivalent; and (b) possessing experience of working as personal assistant in the government department. Note 1.— Period of deputation or short term contract including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organisation or department in the Central Government shall not exceed three years. Note 2.— The maximum age-limit for appointment by deputation shall be not exceeding fifty-six years as on the closing date of receipt of applications. Short term contract— Where the Authority is unable to get suitable officers on deputation, the Authority may fill such vacancies by short term contract employment for a period of maximum six months at a time, from amongst the officers retired from an analogous post in Central Government or State Government and below the age of sixty-five years and having suitable qualifications and experience. The remuneration shall be as per extant rules and regulations of the Central Government on the subject.</p>
<p>Sr. Accountant <u>Duties &</u> <u>Responsibilities:</u></p>	<p>Deputation— Officers of the Central Government— (a) (i) holding analogous post on regular basis in the parent cadre or department; or (ii) with five years regular service in the grade rendered after appointment thereto on regular basis in pay scale of Rs. 5200-20200 (pay band 1) with grade pay Rs. 2800/- or equivalent; and (b) possessing experience of working in accounts or finance, projects. Note 1.— Period of deputation or short term contract including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organisation or department in the Central Government shall not exceed three years. Note 2.— The maximum age-limit for appointment by deputation shall be not exceeding fifty-six years as on the closing date of receipt of applications. Short term contract— Where the Authority is unable to get suitable officers on deputation, the Authority may fill such vacancies by short term contract employment for a period of maximum six months at a time, from amongst the officers retired from an analogous post in Central Government or State Government and below the age of sixty-five years and having suitable qualifications and experience. The remuneration shall be as per extant rules and regulations of the Central Government on the subject.</p>

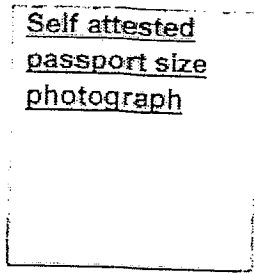
Eligibility criteria for the posts of Group 'A' to be filled up by Deputation and for Group 'B' and 'C' on deputation and on short term contract basis in LPAI.

<p>Accountant <u>Duties & Responsibilities:</u></p>	<p>Deputation— Officers of the Central Government— (a) (i) holding analogous post on regular basis in the parent cadre or department; or (ii) with five years regular service in the grade rendered after appointment thereto on regular basis in pay scale of Rs. 5200-20200 (pay band 1) with grade pay Rs.2400/- or equivalent; and (b) possessing experience of working in accounts or finance, projects. Note 1.— Period of deputation or short term contract including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organisation or department in the Central Government shall not exceed three years. Note 2.— The maximum age-limit for appointment by deputation shall be not exceeding fifty-six years as on the closing date of receipt of applications. Short term contract— Where the Authority is unable to get suitable officers on deputation, the Authority may fill such vacancies by short term contract employment for a period of maximum six months at a time, from amongst the officers retired from an analogous post in Central Government or State Government and below the age of sixty-five years and having suitable qualifications and experience. The remuneration shall be as per extant rules and regulations of the Central Government on the subject.</p>
<p>Stenographer (Grade-D) <u>Duties & Responsibilities:</u></p>	<p>Deputation— Officers of the Central Government— (a) (i) holding analogous post on regular basis in the parent cadre or department; or (ii) with five years regular service in the grade rendered after appointment thereto on regular basis in pay scale of Rs. 5200-20200 (pay band 1) with grade pay Rs.1900/- or equivalent; and (b) possessing experience of working as personal assistant in the government department. Note 1.— Period of deputation or short term contract including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organisation or department in the Central Government shall not exceed three years. Note 2.— The maximum age limit for appointment by deputation shall be not exceeding fifty-six years as on the closing date of receipt of applications. Short term contract— Where the Authority is unable to get suitable officers on deputation, the Authority may fill such vacancies by short term contract employment for a period of maximum six months at a time, from amongst the officers retired from an analogous post in Central Government or State Government and below the age of sixty-five years and having suitable qualifications and experience. The remuneration shall be as per extant rules and regulations of the Central Government on the subject</p>

Eligibility criteria for the posts of Group 'A' to be filled up by Deputation , for Group 'B' and 'C' on deputation and on short term contract basis in LPAI.

<p>Cashier</p> <p><u>Duties & Responsibilities:</u></p>	<p>Deputation—</p> <p>Officers of the Central Government—</p> <p>(a) (i) holding analogous post on regular basis in the parent cadre or department; or (ii) with five years regular service in the grade rendered after appointment thereto on regular basis in pay scale of Rs. 5200- 20200 (pay band 1) with grade pay Rs1900/- or equivalent; and</p> <p>(b) possessing experience of working in accounts or finance projects or handling of cash.</p> <p>Note 1.— Period of deputation or short term contract including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organisation or department in the Central Government shall not exceed three years.</p> <p>Note 2.— The maximum age-limit for appointment by deputation shall be not exceeding fifty-five years as on the closing date of receipt of applications.</p> <p>Short term contract—</p> <p>Where the Authority is unable to get suitable officers on deputation, the Authority may fill such vacancies by short term contract employment for a period of maximum six months at a time, from amongst the officers retired from an analogous post in Central Government or State Government and below the age of sixty- five years and having suitable qualifications and experience. The remuneration shall be as per extant rules and regulations of the Central Government on the subject.</p>
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APPLICATION FOR THE POST OF:



1. Name of applicant with designation and complete office address (in block letters), e-mail & telephone No.
2. Father's Name
3. Residential Address with Phone No.
4. Permanent Address
5. Date of Birth (in Christian era)
6. Whether belongs to SC/ST/OBC
7. Date of retirement under Central/State Govt. Rules
8. Educational Qualifications
9. Whether belongs to All India or Organized Gr. A Service
If yes, then mention name of Service and Batch
10. Post held on regular (i.e. substantive) basis and the date from which held with grade pay
11. Present pay
12. Details of Employment, of last 10 years in chronological order
enclose a separate sheet, duly authenticated under your signature.

Name of office / organization where employed	Post held	From	To	Basic pay	Grade pay	Major Duties
1	2	3	4	5	6	7

13. Nature of present employment, i.e. ad hoc or temporary or permanent
14. In case the present employment is held on Deputation / contract basis, please state
- a) The date of initial appointment
 - b) The period of appointment on deputation/ contract
 - c) Name of the parent office/organization to which you belong
15. Training/Courses attended
16. Additional details about your present employment
Please state whether working under –
- a) Central Government
 - b) State Government
 - c) Autonomous Organizations
 - d) Central Public Sector Undertaking
 - e) State Public Sector Undertaking
17. Additional information, if any, which applicant may like to mention in support of his / her suitability for the post vis a-viz the "duties" mentioned in column 2 of Annexure-A. Enclose a separate sheet, if required.
18. Preference for posting in ICPs:
I). II). III).

Date:

(SIGNATURE)

Mobile No:

Address (for communication)

Declaration by Applicant

1. I, hereby declare that my posting on deputation as..... in LPAI shall not bestow any right to me to claim either seniority in the said post in respect of the services rendered by me on deputation or regular appointment.
2. I will not claim absorption in LPAI in the said post.
3. I am liable to be repatriated to my parent organization for any inaccuracies in the details noted above or for contravention of any provisions in the rules/orders governing the deputation.

Date:

Place:

Signature of the applicant

CERTIFICATE TO BE RECORDED BY THE HEAD OF OFFICE / OFFICER NOT BELOW THE RANK OF UNDER SECRETARY IN GOI WHILE FORWARDING THE APPLICATION

1. Certified that the particulars furnished by the applicant are true and have been verified from the service records.
2. The applicant, if selected, will be relieved immediately.
3. Attested copies of ACR/APAR for the last five years are enclosed.
4. The record of the service of the official has been carefully scrutinized and it is certified that there is no doubt about his/her integrity.
5. It is certified that no disciplinary/vigilance case is either pending or contemplated against the applicant and he/ she is clear from vigilance angle.
6. It is certified that no major/minor penalty has been imposed or contemplated on him/her during the last 10 years.

Signature _____

Name _____

Designation _____

Telephone No. _____

Date:
Place:

Official Seal

Note : All Terms & Conditions deputation /foreign service will be followed as per DoP&T O.M. No. 6/8/2009-Estt. (Pay II) dated 17.06.2010 and its amendment issued time to time.