

No. A-31011/03/2020-CLS-I  
Government of India  
Ministry of Labour & Employment  
Shram Shakti Bhavan, Rafi Marg, New Delhi

Dated, the 3<sup>rd</sup> July, 2020

**Subject:-** Filling up the post of **Chief Labour Commissioner (Central)** in the Ministry of Labour & Employment, New Delhi, which is likely to fall vacant w.e.f 01.09.2020, on **deputation (Including Short Term Contract) basis.**

It is proposed to fill up one post of Chief Labour Commissioner (Central) in the Central Labour Service (an Organized Group 'A' Service) under the Ministry of Labour & Employment, New Delhi in Higher Administrative Grade (HAG) { Level 15 in Pay Matrix Rs. 1,82,200 – 2,24,100} on deputation basis (including short term contract) from amongst suitable and eligible Officers working under Central Government or State Government or Government of Union Territories or Public Sector Undertakings or Autonomous Bodies or Statutory Bodies. The period of deputation shall be of **16 months** or till a regular incumbent officer from the Central Labour Service becomes eligible and available to hold the post. The eligibility conditions, qualifications and experience required for the post and other details are given in **Annexure -I**. The duties and responsibilities attached to the post are given in **Annexure-II**.

2. The terms & conditions and pay & allowances of the Officer selected for appointment on deputation basis will be governed as per the provisions contained in Government of India, Department of Personnel & Training OM No. 6/8/2009-Estt(Pay-II) dated 17.06.2010 as amended from time to time.

3. It is requested that the applications of suitable and eligible Officers who can be spared immediately in the event of selection may be sent to Shri Satish Chander, Under Secretary (CLS-I), Ministry of Labour & Employment, Room No. 12 A, Shram Shakti Bhavan, Rafi Marg, New Delhi-110001(In duplicate). **The last date of receipt of application in Ministry of Labour and Employment is 17.08.2020.**

4. Applications of only such officers/ Candidates which are routed through proper channel and are accompanied by the following documents, will only be considered:-

- (i) Bio-data as per the proforma given in **Annexure-III**.
- (ii) Attested photocopies of ACRs/APARs for the last five years. (ACRs/APARS to be attested by an Officers not below the rank of Under Secretary).
- (iii) Vigilance Clearance Certificate as per **Annexure-IV**.

Services-II Branch  
Diary No. 64212  
Date 14/07/20

- (iv) Statement giving details of major or minor penalties imposed on the Officer, if any during last ten years **Annexure V**.
  - (v) Integrity Certificate **Annexure VI** and
  - (vi) Cadre Clearance.
5. Applications received after the closing date or without the prescribed documents or otherwise found incomplete or not in the prescribed Proforma are liable to be rejected. Officers who apply for the post will not be allowed to withdraw their candidature, subsequently.
6. While forwarding the applications, it may be verified and certified that the particulars furnished by the Officer are correct. It may also be confirmed that in the event of selection for appointment the officer concerned will be relieved of his duties immediately.
7. It is requested that this may be given wide circulation in the various offices under the administrative control of your Ministry/Department/Organization.



**(Sanjeev Nanda)**

**Under Secretary to the Government of India**

**Tele: - 23766937**

To

- (i) The Secretaries, all the Ministries/Departments of Government of India
- (ii) The Chief Secretaries of all State Government/Union Territories



## **Annexure-I**

1. Name of the Post: Chief Labour Commissioner (Central), Ministry of Labour & Employment.
  2. Number of Post: 01 (One)
  3. Classification: Central Labour Service (Organised Group 'A') in HAG level.
  4. Pay Scale: Level 15 in Pay Matrix Rs. 1,82,200 – 2,24,100 with annual increment @ 3%.
  5. Period of deputation:- **16 months** or till a regular eligible officer from the Central Labour Service becomes available to hold the post.
  6. Pay & Allowances : Pay & allowances of the Officer selected for appointment on deputation basis will be governed as per the provisions contained in Department of Personnel & Training's OM no. 6/8/2009-Estt (Pay-II) dated 17.06.2010 as amended from time to time.
  7. Qualifications, Experiences and Eligibility required for the post:-  
Officers under Central Government or State Governments or Government of Union Territories or Public Sector Undertakings or Autonomous Bodies or Statutory Bodies;
- (A) (i) Holding analogous post on regular basis;
- (ii) With three years' regular service in the Senior Administrative Grade in the Level 14 Rs. 1,44,200 – 2,18,200 of Pay Matrix.
- (B) Possessing the following educational qualifications and experience:

### **Essential Qualifications:**

- (i) Degree of a recognized University;
- (ii) Diploma in Social Work or Labour Welfare or Industrial Relations or Personnel Management or Labour Laws from a recognized University or Institution.

### **Experience:**

Working Experience of 18 years in public field out of which at least five years in the field of Labour Laws, Industrial Relations, Conciliations in Industrial Disputes and Labour Welfare Schemes in the Central Government or State Governments etc. including exposure and knowledge of International Labour Laws.

**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 organization or department of the Central Government **shall ordinarily not exceed three years.**

**Note 2:** The maximum age limit for appointment by deputation shall be 'Not exceeding 56 years' as on the last date of receipt of applications.

**Note 3:** For the purpose of appointment on deputation basis, the service rendered on a regular basis by an officer prior to 1.1.2016 (the date from which the revised pay structure based on the 7<sup>th</sup> CPC recommendation has been extended) shall be deemed to be service rendered in the corresponding Pay level in the Pay Matrix extended based on the recommendations of the Pay Commission except where there has been merger of more than one pre-revised scale of pay into one Pay level and where this benefit will extend only for the post(s) for which that pay level is the normal replacement without any up-gradation.

## Annexure-II

### **Duties and Responsibilities of the post of Chief Labour Commissioner (Central) under Ministry of Labour and Employment.**

1. Chief Labour Commissioner (Central) is the Head of the Central Industrial Relations Machinery (CIRM) and is responsible for all administrative and financial powers of the Organization of Chief Labour Commissioner (Central) besides the quasi-judicial and other functions.
2. Chief Labour Commissioner (Central) functions as Appellate Authority under Industrial Employment (Standing Orders) Act. Besides hearing appeals under I.E. (S.O) Act, he/she also allocates appeals to other appellate authorities like Deputy Chief Labour Commissioner (Central) and Regional Labour Commissioner (Central).
3. Chief Labour Commissioner (Central) is responsible for administration/implementation of Labour laws through machinery provided for the purpose.
4. He/She is declared as Inspector under various Labour Laws.
5. As a chief of the organization, he/she is responsible for monitoring Industrial relations in the country in the Central Sphere as well in the State Sphere when desired for by Government of India.
6. He/she monitors the Industrial Relations situation through officers declared as conciliation officer under Industrial Disputes Act. He himself is declared as conciliation officer under ID Act and intervenes/ mediates in the disputes of national importance.
7. Chief Labour Commissioner(Central) is the main agency to provide feedback to Govt. of India in the matter of industrial relations scenario and suggest ways and means to maintain industrial harmony.
8. He/She acts as an Advisor to Government of India in the matters relating to amendment of Labour Laws and also to suggest formulation of new legislations, if necessary.



**Annexure-III****Application for the Post of Chief Labour Commissioner (Central) on  
Deputation (Including Short Term Contract) Basis****Bio-Data Proforma**

1. Name and address ( in Block Letters):  
Telephone No.: (O) (M) (R)
2. Date of birth (in Christian era):
3. Date of retirement under Central/State Government Rules:
4. Educational Qualification:
5. Whether educational and other qualification required for the posts are satisfied, (if any qualification has been treated as equivalent to those prescribed in the rules, state the authority for the same):

Qualifications/Experience Required	Qualifications/Experience possessed by the officer

6. Please state clearly whether in the light of entries made by you above, you meet the requirements of the post:
7. Details of employment in chronological order (enclose a separate sheet, duly authenticated by your signature, if the space below is insufficient):

Office/Institute/Organization	Post held and service cadre to which it belongs	From	To	Pay in the pay band and classification of post	Whether held on Regular /Ad hoc Basis	Nature of duties

8. Nature of Present Employment, i.e.
  - i. Ad-hoc basis
  - ii. Regular/on temporary basis
  - iii. Level in Pay Matrix
  - iv. Pay drawn in the Pay level

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 you belong:
10. Additional details about present employment. Please state whether working under:
  - a) Central Government
  - b) State Government
  - c) Government of Union Territories
  - d) Autonomous Organization
  - e) Government Undertaking
  - f) Universities
  - g) Statutory Bodies
11. Are you in Revised Pay Structure? If yes, give the date from which the revision took place and also indicate the pre-revised scale:
12. Total emoluments per month now drawn:
13. Additional information, If any, which you would like to mention in support of your suitability for the post. Enclose a separate sheet, if the space is insufficient:
14. Whether belong to SC/ST:
15. Remarks, if any

Date:

Signature of the Candidate

Address

Countersigned with office seal by the authorized signatory of the parent office

**Vigilance Clearance Certificate**

Certified that no vigilance case or disciplinary proceedings or criminal proceeding is either pending or contemplated against Shri/Smt/Ms.....who has applied for the post of Chief Labour Commissioner (Central) on deputation (including short term contract) basis in the Ministry of Labour & Employment New Delhi.

Date:

(Authorised Signatory)  
Name & office seal



**Annexure-V**

**No Penalty Certificate**

Certified that no minor/major penalty has been imposed during the last 10 years on shri/smt/Ms.....who has applied for the post of Chief Labour Commissioner (Central) on deputation (including short term contract) basis in the Ministry of Labour & Employment, New Delhi

(Authorised Signatory)

Name & office seal:

Date:

**Annexure-VI**

**Integrity Certificate**

After scrutinizing all relevant official records, including the list of officers of doubtful integrity, it is certified that integrity of Shri/Smt/Ms.....who has applied for the post of Chief Labour Commissioner (Central) on deputation (including short term contract) basis in the Ministry of Labour & Employment New Delhi, is beyond doubt.

(Authorised Signatory)

Name & office seal:

Date: