

No. 49/92/2011-6SII
GOVERNMENT OF HARYANA
CHIEF SECRETARY'S OFFICE
PERSONNEL DEPARTMENT

Dated, Chandigarh, the 4th January, 2012.

To

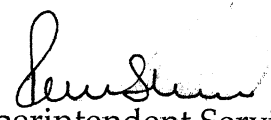
As per list enclosed.

Subject: Advertisement for the post of Registrar at NIPHM, Hyderabad –
Circulation requested- reg.

Madam/ Sir,

I am directed to refer to the subject cited above and to enclose a copy of letter No. NIPHM/Advt- Registrar/2011-12, dated 02.12.2011 received from National Institute of Plant Health Management, Department of Agriculture & Cooperation, Ministry of Agriculture, Government of India, Hyderabad on the subject noted above and to request that in case you are willing to be considered for the post mentioned in the above subject you may kindly send three copies of your bio-data to the Personnel Department (Services Branch-II) at the earliest.

Yours faithfully,


Superintendent Services-II.


INTERNAL DISTRIBUTION

e-champion

LIST

Sr.No.	Name of the Officer S/ Shri/ Smt.	Batch	Present Posting
1.-	Neelam P. Kasni, IAS	1996	Deputy Commissioner, Karnal and Commissioner, M.C. Karnal.
2.	Rakesh Gupta, IAS	1997	i) Joint Secretary to Government Haryana, Planning Department ii) Deputy Commissioner, Faridabad.
3.	Y.S. Khyalia, IAS	1997	Deputy Commissioner, Jind.



Dr. K. Satyagopal, IAS
Director General

National Institute of Plant Health Management

Department of Agriculture & Cooperation
Ministry of Agriculture
Government of India



राव स्वाप्रस
NIPHM

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e-mail : niphm@nic.in
Tele-Fax : 9140-24015346

Rajendra Nagar,
Hyderabad – 500 030
<http://niphm.gov.in>

F.No. NIPHM/Advt- Registrar/2011-12 Dated: 02.12.2011

Subject: Advertisement for the post of **Registrar** at NIPHM, Hyderabad– Circulation requested– reg

National Institute of Plant Health Management (NIPHM), erstwhile NPPTI is an autonomous Institution under the Department of Agriculture & Cooperation, Ministry of Agriculture, Government of India and is involved in promoting environmentally sustainable Plant Health Management (PHM) practices in diverse and changing agro-climatic conditions besides extending policy support to Central and State Governments on Plant Health Management, Sanitary and Phyto-Sanitary issues and emerging bio-security challenges etc. This Institute has invited applications for the post of Registrar, NIPHM from All India Service Officers, Group 'A' in Selection Grade for the post of **Registrar** in Pay Band- 4 with a Grade Pay of Rs 8700/-. The post will be filled on deputation basis under non-Central Staffing Scheme. A copy of the advertisement and proforma application are enclosed.

It is requested that this letter may be circulated among eligible officers of your State, who may be interested in applying for the post. Further details are available on the Institute's website <http://niphm.gov.in> and interested candidates may download the Application Form.

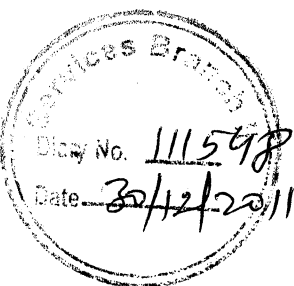
Yours faithfully,

(K.Satyagopal)

To

Mrs. Urvashi Gulati, IAS
Advisor to Administrator
Government of Chandigarh (UT)
Chandigarh (UT).

Encl: As stated



National Institute of Plant Health Management, Hyderabad

ADVERTISEMENT FOR THE POST OF REGISTRAR, NIPHM

Notes regarding the Advertisement

Applications are invited from eligible and suitable officers for filling up one post of Registrar, National Institute of Plant Health Management (NIPHM), Hyderabad, an autonomous body registered under the Andhra Pradesh Societies Registration Act, 2001 under the jurisdiction of Ministry of Agriculture (Department of Agriculture and Cooperation) required to be filled on deputation basis. The post is in the pay band-4 with a scale of pay of Rs.37,400-67,000 plus Rs.8700/- (Grade Pay)

2. This institute imparts training in human resource development in plant protection

technology. Besides, meeting the emerging training needs this institute will function as a centre of excellence and policy support centre in the matters of bilateral/multilateral negotiations on Sanitary and Phytosanitary (SPS) matters, plant protection activities, and providing training capability to private sector and farmers.

ELIGIBILITY:

3. The eligibility conditions for the post are as under:-

Officers of All India Services Group 'A' in Selection Grade with PB of Rs 37400 -67000/- and Grade Pay of Rs 8700/-.

4. Maximum age limit for appointment by deputation shall not exceed 56 years as on the closing date of receipt of applications. Period of deputation including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other Organization / Department of the Central Government shall not ordinarily exceed five years.

5. The officer selected on 'deputation' basis will have the option to draw his grade pay plus

Deputation (duty) allowance or to have his pay fixed in the scale of the post in accordance with DOPT's O.M. No.2/8/97-Estt.(Pay.II) dated 11.03.1998, as amended from time to time.

6. Applications (in triplicate) in the enclosed proforma, along with the complete and up-to-date Confidential Reports (photocopies of the C.Rs are to be got attested by an officer not below the rank of Under Secretary to the Government of India) and Integrity Certificate of eligible officers who could be spared in the event of their selection, may be forwarded to Director General, National Institute of Plant Health Management, Department of Agriculture and Cooperation, Ministry of Agriculture, Govt. of India, Hyderabad within 45 days from the date of publication

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of this advertisement in 'Employment News'. While forwarding the applications, it may also be verified and certified that the particulars furnished by the officers are correct and that no vigilance case is either pending or contemplated against them and no major/minor penalty has been imposed on them during the last 10 years.

7. Please visit <http://niphm.gov.in> for obtaining duties and responsibilities of the post as well as proforma. Applications received after expiry of last date or without the A.C.Rs, Vigilance Clearance, Integrity Certificate and a statement of major/minor penalty, if any, imposed on the officers during the last 10 years or otherwise found incomplete, shall be rejected.

Broad duties and responsibilities attached to the post of Registrar, NIPHM are as below:

- a) The Registrar will be in-charge of the Administration Branch of the Institute and responsible for general administration and assistance to the Director General in dealing with administrative matters / administrative arrangements for seminars, conferences, training programmes, study tour, etc.
- b) He shall assist the Director General in matters pertaining to the Executive Council, the General Council, and other standing committees.
- c) He shall be responsible for the maintenance and deployment of the Institute's vehicles, procurement of stores, etc.
- d) He will be the Controlling Officer and Disciplining Authority for certain categories of staff.
- e) He will be the Welfare Officer.
- g) He is declared a Faculty Member in terms of DOPT OM No. 12017/2/86-Trg dated 31.3.87. He is required to take part in the academic activities of the Institute. He will be entitled to 30 % of basic pay as training allowance.

PROFORMA APPLICATION FOR POST OF REGISTRAR

1. Name and address

ADDRESS -

A. OFFICE:

B. RESIDENCE:

2. Date of Birth

(in Christian era)

3. Date of retirement under Central/

State Government rules

4. Educational Qualifications

5. Whether educational and other qualifications required for the post are satisfied. If any qualification has been treated as equivalent to the one prescribed in the rules, state the authority for the same

Serial No.	QUALIFICATION/EXPERIENCE REQUIRES	QUALIFICATION/EXPERIENCE POSSESSED BY THE OFFICER
1.ESSENTIAL		
2.DESIRABLE		

6. Please state clearly whether in the light of entries made

above, you meet the requirements of the post.

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7. Details of employment in the chronological order. (SEPARATE SHEET MAY BE ENCLOSED)

8. Nature of present employment i.e. ad-hoc or temporary or quasi-permanent or permanent.

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:-

(indicate the name of your employer against the relevant column)

(a) Central Government

(b) State Government

(c) Autonomous Organisation

(d) Public Undertakings

(e) Universities

(f) Others

11. Please state whether you are working in the same Department and are in the feeder grade or feeder to feeder grade.

12. Are you in Revised Scale of Pay? If yes, give the date from which the revision took place and also indicate the pre-revised scale.

13. Total emoluments per month now drawn

14. Additional information, if any, which you would like to mention in support of your suitability for the post.

This among other things may provide information with regard to-

(i) Additional academic qualifications

(ii) Professional training

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(iii) Work experience over and prescribed in the vacancy circular
(enclose a separate sheet if the space is insufficient)

15. Whether belongs to SC/ST

16. Remarks (The candidates may indicate information with regard to-)

(i) research publications and reports and special projects

(ii) Awards/scholarship/official appreciation

(iii) affiliation with professional bodies/institutions/societies and

(iv) any other information.

(enclose a separate sheet if the space is insufficient)

Date: _____

Signature of candidate _____

Address _____

It is certified that particulars furnished are correct and no disciplinary case is either pending or contemplated against the officer and no penalty, major or minor, was imposed on the officer during the last 10 years and his integrity is beyond doubt.

Signature of the Head of Department
(with Stamp)