

No. 49/41/2012-6SII
GOVERNMENT OF HARYANA
CHIEF SECRETARY'S OFFICE
PERSONNEL DEPARTMENT

Dated, Chandigarh, the 11th June, 2012.

To

As per list enclosed.

Subject: Recruitment to the post of Director General and Chief Executive Officer, Central Medical Services Society, Department of Health and Family Welfare in Pay Band-4 (Rs. 37400 - 67000 plus Grade Pay Rs. 10000) by Deputation -Reg.

Madam /Sir,

I am directed to refer to the subject cited above and to enclose a copy of Office Memorandum No. S-12012/60/2011-EPW, dated 17th May, 2012 received from Government of India, Ministry of Health & Family Welfare (Department of Health & Family Welfare), New Delhi 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,


(PAWAN SHARMA)

Superintendent Services-II.


INTERNAL DISTRIBUTION

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LIST

Sr. No.	Name of the Officer S/Shri/Smt.	Batch	Present Posting
1.	K.K.Jalan, IAS	1982	Principal Secretary to Govt. Haryana, Irrigation Department
2.	Yudhvir Singh Malik, IAS	1983	Principal Secretary to Govt., Haryana, Industries & Commerce, Mines & Geology and Electronics & Information Technology Departments.
3.	Rajan Kumar Gupta, IAS	1983	Principal Secretary to Govt., Haryana, Excise & Taxation Department
4.	Raj Rup Fuliya, IAS	1983	Principal Secretary to Govt., Haryana, Printing & Stationery Department
5.	Sarban Singh, IAS	1983	Principal Secretary to Govt. Haryana, Public Health Engineering Department
6.	Navraj Sandhu, IAS	1984	Principal Secretary to Govt. Haryana, Health Department
7.	Roshan Lal, IAS	1984	Principal Secretary to Govt., Haryana, Agriculture Department.
8.	S. S. Dhillon, IAS	1984	Principal Secretary to Govt., Haryana, Town & Country Planning and Urban Estates
9.	Hardeep Kumar, IAS	1984	Principal Secretary to Govt., Haryana, Sports & Youth Affairs Department
10.	S.S. Prasad, IAS	1984	Principal Secretary to Govt., Haryana, Higher Education and Languages Department
11.	R.P. Chander, IAS	1984	Principal Secretary to Govt., Haryana, Industrial Training Department
12.	Surina Rajan, IAS	1985	Principal Secretary to Govt.Haryana, School Education Department and Chairperson, Haryana Minerals Ltd., New Delhi.
13.	Ram Niwas, IAS	1985	Principal Secretary to Govt., Haryana, Urban Local Bodies Department
14.	P. Raghavendra Rao, IAS	1985	Principal Secretary to Govt., Haryana, Development & Panchayats Department and Secretary BAC and Commissioner, Gurdwara Elections, Hry.
15.	Prasanta Kumar Mahapatra, IAS	1985	Principal Resident Commissioner, Haryana Bhawan, New Delhi and Chief Administrator, TFAH and Director General, HIPA, Gurgaon
16.	K.K.Khandelwal, IAS	1985	Additional Principal Secretary to CM.& Principal Secretary, Information, Public Relations Department.
17.	Dhanpat Singh, IAS	1985	Principal Secretary to Govt. Haryana, Technical Education Department
18.	Vijai Vardhan, IAS	1985	Principal Secretary to Govt. Haryana, Tourism, Archives and Archaeology & Museums and Cultural Affairs Departments.
19.	Sanjeev Kaushal, IAS	1986	Principal Secretary to Govt. Haryana, Finance and Planning Departments.
20.	Pranab Kishore Das, IAS	1986	Principal Secretary to Govt. Haryana, Science & Technology Department.
21.	Shashi Bala Gulati, IAS	1986	Principal Secretary to Govt. Haryana, Secretary, Cell for Proper Utilisation/ Disposal of Govt. Property, Nodal Officer for monitoring the CM's announcements and Monitoring & Coordination.
22.	R. R. Jowel, IAS	1986	Principal Secretary Social Justice & Empowerment and Welfare of Scheduled Castes and Backward Classes and Animal Husbandry and Dairying Departments.
23.	Mhathung Kithan, IAS	1986	Principal Secretary to Govt. Haryana, Housing Department
24.	Dheera Khandelwal, IAS	1986	Principal Secretary to Govt. Haryana, Women & Child Development Department.
25.	T.C. Gupta, IAS	1987	Director General-cum-Special Secretary, Town & Country Planning, Urban Estates.

26.	S.N. Roy, IAS	1987	Managing Director Dairy Development Cooperative Federation Ltd. and Special Secretary to Govt., Haryana, Administrative Reforms Department.
27.	Avtar Singh, IAS	1987	Director General, Technical Education
28.	Rajiv Arora, IAS	1987	M.D., HSIIDC, MD, Haryana Financial Corporation and M.D., Haryana Mass Rapid Transport Corporation Limited.
29.	Tarun Bajaj, IAS	1988	Managing Director, Haryana Vidyut Prasaran Nigam, Special Secretary, Power Department and Director General, Power Reforms, Haryana
30.	T.V.S.N. Prasad, IAS	1988	Chief Administrator, Haryana Agriculture Marketing Board, Panchkula.
31.	Mahavir Singh, IAS	1989	Director General-cum-Spl. Secy. Welfare of SCs & BCs Department and M.D., Haryana SCs Finance Dev. Corpn. Ltd. and M.D. BCs & Economically Weaker Sections Kalyan Nigam and Director General-cum-Special Secretary, Employment Deptt.
32.	Arun Kumar, IAS	1989	Director General, State Transport, Haryana, Adviser, Civil Aviation, Haryana and Special Secretary, Civil Aviation and Transport Departments & Director General, Renewable Energy, Haryana
33.	Shiv Raman Gaur, IAS	1989	Additional Principal Secretary to CM.
34.	Krishan Kumar, IAS	1989	M.D., Haryana Warehousing Corporation
35.	Sudhir Rajpal, IAS	1990	Commissioner, M.C., Gurgaon.
36.	Sumita Misra, IAS	1990	Director General-cum-Special Secretary, Women & Child Development and MD, Women Development Corpn.
37.	Ankur Gupta, IAS	1990	Director General-cum-Special Secretary, Higher Education
38.	Anurag Rastogi, IAS	1990	Excise and Taxation Commissioner, Haryana and Special Secretary, Excise & Taxation Department.
39.	Anand Mohan Sharan, IAS	1990	Director General-cum-Special Secretary, Information Public Relations & Cultural Affairs and Grievances Departments and Additional Resident Commissioner, Haryana Bhawan, New Delhi and Administrator, TFAH, and Managing Director, Haryana Tourism Corporation and Director General-cum-Special Secretary, Tourism & Hospitality Departments.
40.	Satwanti Ahalawat, IAS	1990	Labour Commissioner, Haryana and Special Secretary to Govt. Haryana, Labour Department. and Transport Commissioner and Special Secretary, Transport Department.
41.	Ashok Khemka, IAS	1991	Managing Director, HARTRON, Special Secretary, Electronics & Information Technology and Director, Information Technology, Haryana
42.	Vineet Garg, IAS	1991	Special Secretary, Personnel, Training, Vigilance and Parliamentary Affairs Departments, Director General, Training (ex-officio) and Science & Technology, Haryana and Inquiry Officer, Vigilance, Haryana.
43.	Anil Malik, IAS	1991	M.D. HAFED
44.	Sandeep Garg, IAS	1991	MD, HLRDC and Special Secretary, Agriculture Department
45.	A.K. Singh, IAS	1991	Director General-cum-Special Secretary, Agriculture Deptt.
46.	H. S Malik, IAS	1991	Special Secretary, Revenue & Disaster Management-II Department, Director General, Consolidation of Holdings, Land Records, Hr, Spl. Collector (H.Q.) and Special LAO, Hr.
47.	Vimal Chandra, IAS	1991	Managing Director, Federation of Cooperative Sugar Mills Ltd. (Sugarfed), Panchkula.
48.	Phateh Singh, IAS	1991	Director General -cum-Special Secretary, Archives and Archaeology & Museums Department.
49.	Arun Kumar Gupta, IAS	1992	Managing Director, Urrat Haryana Bijli Vitaran Nigam, Panchkula, Addl. M.D., HVPN and Managing Director, Haryana Dakshin Haryana Bijli Vitaran Nigam, Hisar and Addl. M.D., HVPN.
50.	D.P. S. Nagal, IAS	1992	Chief Administrator, Haryana Urban Dev. Authority, Panchkula
51.	Mohinder Kumar, IAS	1992	Secretary to Governor, Haryana



F.No. S-12012/60/2011-EPW
Government of India
Ministry of Health & Family Welfare
(Department of Health & Family Welfare)

Nirman Bhawan, New Delhi.
Dated the 17th May, 2012

OFFICE MEMORANDUM

Subject: Recruitment to the post of Director General and Chief Executive Officer, Central Medical Services Society, Department of Health and Family Welfare in Pay Band-4 (Rs.37400 - 67000 plus Grade Pay Rs.10000) by Deputation -Reg.

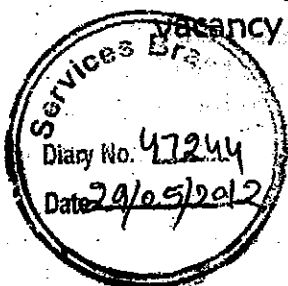
It is proposed to fill up the post of Director General and Chief Executive Officer, Central Medical Services Society (CMSS) under the Department of Health & Family Welfare, Ministry of Health and Family Welfare) in the Pay Band 4 (Rs.37400-67000 + Grade Pay Rs.10000), by deputation, from officers belonging to the Indian Administrative Service (IAS) eligible to be appointed as Joint Secretary to the Government of India, preferably with experience in procurement of health sector goods or health administration serving under the Central Government/State Governments/ Union Territory Administrations.

Vacancy Circular, recruitment rules and bio-data proforma are enclosed. It is requested to circulate the same among the eligible IAS officers for soliciting their candidature. Last date of receipt of applications through proper channel is 30.6.2012.

Encl.: As above

(Amal Pusp)
(Amal Pusp)
Director (EPW)
Telefax: 2306 3968

1. Secretaries to the Ministries/Departments of the Government of India
2. Chief Secretaries of State/UT Governments.
3. The Department of Personnel & Training with a request to upload the vacancy circular on their website for wider circulation.



- 2 -
F.No. S-12012/60/2011-EPW
Government of India
Ministry of Health & Family Welfare
(Department of Health & Family Welfare)

Nirman Bhawan, New Delhi.
Dated the 17 May, 2012

CIRCULAR

Subject: Recruitment to the post of Chief Executive Officer, Central Medical Services Society, Department of Health and Family Welfare in the Pay Band-4 (Rs.37400-67000 plus Grade Pay Rs.10000) on Deputation -Reg.

It is proposed to fill up the post of Chief Executive Officer, Central Medical Services Society (CMSS) under the Department of Health & Family Welfare (Ministry of Health and Family Welfare) in the Pay Band 4 (Rs.37400-67000 + Grade Pay Rs.10000), by deputation from officers belonging to the Indian Administrative Service (IAS) eligible to be appointed as Joint Secretary to the Government of India, preferably with experience in procurement of health sector goods or health administration serving under the Central Government/State Governments/ Union Territory Administrations. The post will be filled through a Search-cum-Selection Committee notified for this purpose.

2. A copy of the Recruitment Rules for the post is attached.
3. The Central Medical Services Society shall be responsible for procurement of medicines and other medical supplies under various National health programmes run by the Government of India. The Society would adopt an IT-enabled unified supply chain management system for effective monitoring of inventory and movement of health sector goods.
4. The officer selected shall be the Chief Executive Officer and Director General of the Central Medical Services Society and also act as Member-Secretary of the Governing Board of Directors of the Society, and in this capacity, shall be responsible for –
 - (i) the day to day administration/overall management of the Central Medical Services Society;
 - (ii) drawing up of proposal for the Society's work programmes;
 - (iii) implementing the work programmes and the decisions approved by the Governing Board of Directors of CMSS;
 - (iv) ensuring that the CMSS carries out its tasks in accordance with the requirement of its users, in particular with regard to the adequacy of the services provided and time taken;
 - (v) preparation of the statement of revenue and expenditure and the execution of the budget of the CMSS; and
 - (vi) developing and maintaining contact with the Central Government and State/UT Governments to facilitate efficient procurement and proper distribution of quality medicines, medical equipment etc. to the end users and elimination of shortages and wastages.
 - (vii) implementing all tasks assigned by the Department of Health & Family Welfare, Government of India and the Governing Board of CMSS in accordance with the Memorandum of Association and Rules and Regulations of the Society.

5. The period of deputation of the selected officer shall be initially for a period of three years, which may be extended by a further period of two years. The maximum age limit for appointment on deputation shall be preferably below 52 (fifty two) years as on the closing date of receipt of applications.

The officer selected on deputation will have the option to draw his parent cadre pay plus deputation (duty) allowance or the pay scale/grade pay of the deputation post in accordance with the Department of Personnel & Trg's O.M. No. 5/8/2009-Estt. (Pay.II) dated 17.06.2010 as amended from time to time. Other terms and conditions of deputation shall be governed by the consolidated guidelines issued by the Department of Personnel and Training vide letter F.No.14017/33/2005-AIS(II)(Pt.I) dated the 28th November, 2007 for All India Service officers, as amended from time to time.

7. The eligible and interested persons may apply through proper channel in the proforma given below (in duplicate). The applications should reach the undersigned on or before 30.6.2012. While forwarding the applications it may be ensured that no Vigilance case/disciplinary proceedings are pending /contemplated against the officer concerned. The up to date ACR dossiers for the past five years from 2006-07 to 2010-11, Vigilance clearance and Statement of major/minor penalty imposed, if any, during the last ten years must also be enclosed along with the application.

A K Deori

(A K Deori)

Under Secretary to the Govt. of India

Telefax: 2306 1986

23061175

R. NO. S14/A/ W/N/4

1. All Ministries/Departments of the Government of India
2. Chief Secretaries of all State Governments and Union Territory Administrations.
3. The Department of Personnel & Training for uploading on their website.
4. NIC, MoH&FW for uploading on the Ministry's website.

- 9 -

**RECRUITMENT RULES FOR THE POST OF CHIEF EXECUTIVE OFFICER,
CENTRAL MEDICAL SERVICES SOCIETY, DEPARTMENT OF HEALTH & FAMILY
WELFARE**

1	Name of Post:	Chief Executive Officer
2	Number of Posts:	1 (One)
3	Classification:	Group 'A'
4	Scale of Pay/Pay Band	Pay Band - 4 (Rs. 37400-67000) + Grade Pay Rs. 10000
5	Whether Selection Post:	Not applicable
6	Age limit for direct recruitment:	Preferably below 52 years
7	Educational Qualification and other qualification required for direct recruitment:	Not applicable
8	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees:	As applicable to an officer belonging to the IAS
9	Probation period:	Not applicable
10	Method of recruitment whether direct or by deputation and percentage of the posts to be filled by various methods:	Through Search-cum-Selection Committee process and with the approval of the Competent Authority
11	Grades from which deputation is to be made:	Officers from the Indian Administrative Service, eligible to be appointed as Joint Secretary to the Government of India, preferably with experience in procurement of health sector goods or health administration, shall be eligible for appointment to the post.
12	Job requirements:	<p>He/she shall be the Chief Executive Officer and Director General of the Central Medical Services Society (CMSS) and also act as Member-Secretary of the Governing Board of Directors and shall be responsible for -</p> <ul style="list-style-type: none"> (a) the day to day administration/overall management of the Central Medical Services Society; (b) drawing up of proposal for the CMSS's work programmes; (c) implementing the work programmes and the decisions approved by the Governing Board of Directors of CMSS; (d) ensuring that the CMSS carries out its tasks in accordance with the requirement of its users, in particular with regard to the adequacy of the services provided and time taken; (e) preparation of the statement of revenue and expenditure and the execution of the budget of the CMSS; and (f) developing and maintaining contact with the Central Government and State/UT Governments to facilitate efficient procurement and proper distribution of quality medicines, medical equipment etc. to the end users and elimination of shortages and wastages. (g) Implementing all tasks assigned by the Governing Board and the Government of India in accordance with the MoA and Rules and Regulations of the Society
13	Period of appointment	Initially for a period of three years which could be extended by

- 5 -

**APPLICATION FOR THE POST OF CHIEF EXECUTIVE OFFICER,
CENTRAL MEDICAL SERVICES SOCIETY, DEPARTMENT OF HEALTH & FAMILY WELFARE**

1. Name (In Block Letters):
2. Sex (Male/Female):
3. Office Address (with Tel. No.):
4. Residential Address (with Tel. No.):
5. Fax Number:
6. Mobile No. :
7. Email ID:
8. Date of Birth (dd-mm-yyyy):
9. ^{Year} ~~Date~~ of Recruitment to IAS:
10. Cadre :
11. Category : (SC/ST/OBC/General)
12. Present Pay (Grade Pay & Pay Band):
13. Educational Qualifications:

Exams passed	University/Instt. /Board	Year of Passing	Duration of Course	Subjects

14. Details of Employment/Professional experience in chronological order, in the following proforma: (Please enclose a separate sheet, duly authenticated under your signature).

Office/ Institution/ Organization	Post held	From	To	Nature of Appointment (Regular/Adhoc/ Deputation)	Scale of Pay and Basic Pay / Pay Band & Grade Pay	Nature of duties

- 6 -

15. Details of Trainings undertaken:

Institution/Place	From	To	Training curriculum/ topics	Remarks

16. Experience, if any, in health administration / procurement of health sector goods

17. Please state how you meet the requirements of the post applied for or how you consider yourself suitable for the post. (This among other things may provide information with regard to (i) additional academic qualification (ii) professional training and (iii) work experience)

18. In case the present employment is held on Deputation/contract, please state.

- The date of initial appointment
- Period of appointment on deputation / contract
- Name of the parent office / organization to which you belong

19. 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 Organization | d. Government Undertaking |
| e. Universities | f. Others |

20. Position regarding award of penalty during last 10 years, if any.

21. Remarks:

(The candidates may indicate information with regard to (i) Research publications, reports and special projects (ii) Awards/Scholarships/Official appreciations (iii) Affiliation with the professional bodies/institution/societies and (iv) Any other information.

(Note: Enclose a separate sheet if the space is insufficient)

I hereby declare that the information given by me in this application is true and correct to the best of my knowledge and belief.

Place:

Date:

(Signature of the Applicant)