

No. 49/31/2010-6SII
GOVERNMENT OF HARYANA
CHIEF SECRETARY'S OFFICE
PERSONNEL DEPARTMENT

Dated, Chandigarh, the 15th June, 2012.



To

As per list enclosed.

Subject: Filling up one post of Secretary, Textiles Committee in the Pay Band 3 of Rs. 15600-39100/- with Grade Pay of Rs. 7600/- in the Textiles Committee Mumbai, on transfer on deputation basis.

Madam /Sir,

I am directed to refer to the subject cited above and to enclose a copy of circular No.15/1/2012-A&MMT, dated 18th May, 2012 received from Government of India, Ministry of Textiles, 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 S/Shri/Smt./K.	Batch	Present Posting
1.	Rajeev Ranjan, IAS	1998	Director-cum-Joint Secretary, Environment Department
2.	Surjeet Singh, IAS	1998	Administrator, HUDA (Hqrs), Panchkula
3.	Vidya Dhar, IAS	1998	Joint Secretary to Government, Haryana, Technical Education
4.	Vijay Singh, IAS	1999	Joint Secretary, Industrial Training
5.	Nitin Kumar Yadav, IAS	2000	Director, Supplies & Disposals and Joint Secretary to Govt., Haryana, Finance Department, Member Secretary, 4 th State Finance Commission, Haryana
6.	Pankaj Agarwal, IAS	2000	Deputy Commissioner, Sonapat
7.	Vikas Gupta, IAS	2001	Deputy Commissioner, Rohtak and Commissioner, M.C., Rohak
8.	Pankaj Yadav, IAS	2001	State Project Director, Haryana Prathmic Shiksha Priyojna Parishad, Project Director, Rastriya Madhyamic Shiksha Abhiyan(RMSA)
9.	Vijay S. Dahiya, IAS	2001	Deputy Commissioner, Palwal
10.	Amneet P. Kumar, IAS	2001	Joint Secretary Secretariat Establishment and Monitoring & Coordination Departments.
11.	Praveen Kumar, IAS	2001	Joint Secy, Land Use Board & Administrator, HUDA, Gurgaon
12.	Abhe Singh Yadav, IAS	2001	Director-cum-Joint Secretary, Elementary Education Department
13.	M.L. Kaushik, IAS	2001	Joint Secretary, Forests Department, Deputy Commissioner, Fatehabad
14.	R.C. Verma, IAS	2001	Director, Industrial Training, Haryana
15.	Satyaprakash T.L., IAS	2002	Director-cum-Joint Secretary, Industries & Commerce and Mines & Geology Departments, MD, HSSI&EC, MD, HSH&HC and M.D. Haryana Tanneries, Jind
16.	Mohammed Shayin, IAS	2002	Administrator, HUDA, Hisar
17.	Sameer Pal Srow, IAS	2002	Director-cum-Joint Secretary, Urban Local Bodies and Project Dir, Swaran Jayanti Shehri Rozgar Yojna and State Urban Dev. Society, Hr.
18.	Amit Kumar Agrawal, IAS	2003	Deputy Commissioner, Hisar and Commissioner, M.C., Hisar
19.	Ajit Balaji Joshi, IAS	2003	Deputy Commissioner, Jhajjar
20.	R.S. Kharb, IAS	2003	C.A., Housing Board, Haryana
21.	W.S. Goyat, IAS	2003	Deputy Commissioner, Mewat at Nuh and CEO, Mewat Development Agency, Nuh.
22.	Vikas Yadav, IAS	2003	Joint Secretary, Revenue & Disaster Management and Health Department and M.D., Haryana Seeds Development Corporation..
23.	Balraj Singh, IAS	2003	Deputy Commissioner, Faridabad
24.	Ashok Sangwan, IAS	2003	Joint Secretary, Administrative Reforms, D.C., Yamunanagar and Commissioner, MC, Yamunanagar
25.	I.C. Sangwan, IAS	2003	Secretary, Haryana Public Service Commission.
26.	Ashima Brar, IAS	2004	Deputy Commissioner, Panchkula, C.A. SMMDSB, Panchkula and Commissioner, M.C. Panchkula
27.	C G Rajini Kaanthan, IAS	2004	Deputy Commissioner, Rewari
28.	Phool Chand Meena, IAS	2004	D.C. Gurgaon and C.A. SMSDSB, Gurgaon
29.	A. Sreenivas, IAS	2004	Director-cum-Joint Secretary, Secondary Education Department
30.	Shekhar Vidyarthi, IAS	2004	D.C. Ambala, E.O. for Management of Govt. Land in Excised Area, Ambala Cantt., Commissioner, M.C. Ambala.
31.	Mandip Singh Brar, IAS	2005	Deputy Commissioner, Kurukshetra
32.	Saket Kumar, IAS	2005	Deputy Commissioner, Mahendergarh at Narnaul
33.	Vinay Singh, IAS	2005	Deputy Secretary, Home-II Department, Joint Commissioner, Gurdwara Elections, Haryana and .Dy. Secy., Animal Husbandry.
34.	Chander Shekhar, IAS	2005	Deputy Commissioner, Kaithal
35.	Renu S. Phulia, IAS	2005	Deputy Commissioner, Karnal and Commissioner, M.C., Karnal.
36.	S.S. Phulia, IAS	2005	ADC-cum-CEO-DRDA, Ambala
37.	N.K. Solanki, IAS	2005	Administrtor, HUDA, Faridabad
38.	A. Mona Sreenivas, IAS	2006	Deputy Commissioner, Panipat and Commissioner, M.C., Panipat
39.	J. Ganesan, IAS	2006	Deputy Commissioner, Sirsa
40.	Ashok Kumar Meena, IAS	2006	Deputy Commissioner, Bhiwani
41.	Atul Kumar, IAS	2007	ADC-cum-CEO, DRDA, Mewat at Nuh.
42.	Dusmanta Kumar Behera, IAS	2007	Secretary, Haryana Board of School Education, Bhiwani
43.	Khetmalis Makarand Pandurang, IAS	2007	ADC-cum-CEO, DRDA, Gurgaon.

45925
Udyog Bhavan, New Delhi
Dated: 18 May, 2012

CIRCULAR

Subject: Filling up one post of Secretary, Textiles Committee in the Pay Band 3 of Rs. 15600-39100/- with Grade Pay of Rs.7600/- in the Textiles Committee Mumbai, on transfer on deputation basis.

It is proposed to fill up the post of Secretary, Textiles Committee Group "A" Gazetted post, in the Pay Band 3 of Rs. 15600-39100/- with Grade Pay of Rs.7600/- in the Textiles Committee, Mumbai on transfer on deputation basis. The Officers of the All India Services Group "A" and Central Services Group "A" possessing the eligibility conditions as prescribed below are eligible for consideration on transfer basis in terms of the existing rules. The post of Secretary, Textiles Committee in the Headquarters office at Mumbai is to be filled up immediately after appointment is approved by the Competent Authority.

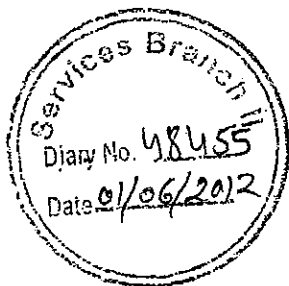
2. The Organisation

The Textiles Committee, established by the Textiles Committee Act, 1963, has the primary objective of ensuring quality of textiles both for internal marketing and exports, Its functions include promotion of quality of textiles and textile exports, research to the technical and economic fields, establishing standards for textiles and textile machinery, setting up of laboratories, data collection etc. The Committee has its Headquarters at Mumbai with 30 Regional Offices. The Committee is a multi-member body, constituted by the Government of India, under section 3 of the Act.

3. The Post

The Secretary will be responsible to :-

- i. Implement all decisions taken by the Committee or any Standing Finance Committee or Ad Hoc Committee;
- ii. Co-ordinate the work of other officers and establishment of the Committee;
- iii. Convene, under the instructions of the Chairman or the Vice-Chairman meetings of the Committee, Standing Committee or Ad hoc Committee and draw up the agenda for each meeting under the directions of the Chairman or Vice Chairman and supply the same to the members of the Committee, Standing Committee or Ad Hoc Committee alongwith the notes of the meeting;
- iv. Maintain the Minute Books;



- v. Furnish to the Central Government all reports, returns and other documents required to be furnished by or under the Act;
- vi. Prepare the budget estimates of the Committee;
- vii. Sanction re-appropriation of grants under such powers as may be delegated by the Committee and within such limits as may be prescribed by the Committee;
- viii. Maintain accounts of receipts and expenditure of the Committee as provided for in sub-section (1) of section 13 of the Act;
- ix. Sanction tours of officers and staff working under the Committee and necessary advance to them for such tours and countersign all bills relating to pay, travelling allowances, contingencies and the like as may be authorised by the Chairman or the Vice-Chairman;
- x. Exercise and perform such other powers and duties as may, from time to time, be delegated to him by the Chairman or the Vice-Chairman.

4. **Eligibility condition for Deputation (including short term contract).**

Officers of the All India Services Group "A" and Central Services Group "A" holding analogous post on regular basis in the parent cadre/ department.

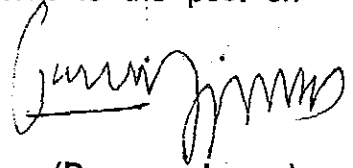
5. The period of deputation (ISTC) including the period of deputation (ISTC) in another ex-cadre post held immediately preceding this appointment in the same or some other organization/department of the Central Government shall ordinarily not exceed five years.

6. Terms and conditions of transfer on deputation shall be governed/regulated according to the applicable normal terms and conditions for deputation.

7. Applications alongwith complete CV, work experience etc. in triplicate in respect of eligible candidates, who can be spared for taking up the assignment within one month from the date of intimation about selection, may be forwarded through proper channel i.e. by the Cadre Controlling Authority alongwith following documents to the **Joint Secretary (A&MMT), Ministry of Textiles, Udyog Bhawan, New Delhi-110007, within 45 days from the date of issue of this circular:-**

- i. Cadre clearance in respect of the applicant.
 - ii. Up-to-date (2010-11) Annual Confidential Report Dossier in original of the applicant or clear and legible photocopies of the ACRs of the last 5 years duly attested by the Competent Authority.
 - iii. Integrity certificate.
 - iv. Vigilance Clearance Certificate indicating that no disciplinary or criminal proceedings are either pending or being contemplated against the officer concerned; and
 - v. A certificate indicating major/minor penalties imposed, if any, on the candidate during the last 10 years. If no penalty has been imposed, a Nil statement may invariably be furnished
- {separate certificate should be furnished in respect of SLNo.(iii) to (v)}**

8. Officers who volunteer for the post will not be permitted to withdraw their names later on. Applications received after the closing date or without documents mentioned above or otherwise incomplete may not be considered. It may also be noted that the Curriculum Vitae (CV) duly supported by documents will be assessed by the Search-cum-Selection Committee while selecting officers for appointment to the post on deputation on transfer basis.



(Parveen Jargar)

Under Secretary to the Government of India

PH.: 23062341

E-mail: parveen.jargar@nic.in

To

1. All Ministries/Department of Government of India (as per list).
- ✓ 2. All Chief Secretaries, State Governments/Union Territories.
3. All Attached/Subordinate Office/ PSUs/ Autonomous Bodies/Statutory Bodies of the Ministry of Textiles.
4. Textile Commissioner, Mumbai.
5. Textiles Committee, Mumbai (with 40 spare copies) with request to give wide publicity of the circular amongst eligible offices in Maharashtra.
6. Estt. Section/Notice Board.
7. NIC, Ministry of Textiles to put the circular on the website.

BIO DATA PROFORMA

1. Name and Address in Block letters
2. Date of Birth (in Christian era)
3. Date of retirement under Central/ State Govt. 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).

	Qualifications/ experience required	Qualification/ Experience possessed by the officer
Essential	(1)	
	(2)	
	(3)	
Desired	(1)	
	(2)	

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/Instt./Orgn.	Post held	From	To	Scale of pay and basic pay	Nature of duties
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7. 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/organisation to which you belong

10. Additional details about present employment

Please state whether working under

- a) Central Govt.
- b) State Govt.
- c) Autonomous Organisations
- d) Government Undertakings
- e) Universities

11. 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.

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 belongs to SC/ST

15. Remarks

Signature of the candidate

Date _____

Address _____

Countersigned _____

(Employer)