

No. 49/58/2013-6SH  
GOVERNMENT OF HARYANA  
CHIEF SECRETARY'S OFFICE  
PERSONNEL DEPARTMENT

42  
Dated, Chandigarh, the 26 June, 2013.

To

All concerned IAS / ICS Officers.

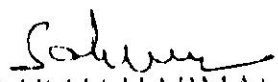
Subject: Filling up the post of Financial Adviser & Chief Accounts Officer,  
Tea Board, Kolkata under the Department of Commerce -  
regarding.


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Madam Sir,

I am directed to refer to the subject cited above and to say that a copy of Department circular No. 10/2/2013-FC(MM-II), dated 06.06.2013 received from Government of India, Ministry of Personnel, Public Grievances & Pensions, Department of Personnel & Training, New Delhi is uploaded on the web site (esharyana.gov.in) 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 with an application to the Personnel Department (Services Branch-II) at the earliest.

Yours faithfully,

  
(SATISH SHARMA)  
Superintendent Services-II.

 INTERNAL DISTRIBUTION

e-champion

No. 10/2/2013-EO(MM-II)

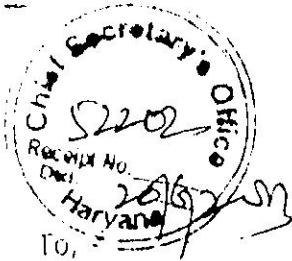
Government of India

Ministry of Personnel, Public Grievances & Pensions

Department of Personnel & Training

Block, New Delhi-110001

dated the 06.06.2013.



20 JUN 2013

- To:
1. The Chief Secretaries,  
All State Governments.
  2. All Secretaries,  
Ministries/Departments of Government of India

परिचालन शाखा नं 52202

Subject: Filling up the post of Financial Adviser & Chief Accounts Officer, Tea Board, Kolkata under the Department of Commerce - regarding.

Sir/Madam,

Reference this Department's circular of even No. dated 16.04.2013 regarding filling up the post of Financial Adviser & Chief Accounts Officer, Tea Board, Kolkata under the Department of Commerce on deputation basis. The post is a non-CSS post filled through the Civil Services Board procedure.

2. Officers of the rank of Deputy Secretary/Director of the Government of India or equivalent level, eligible for appointment under the Central Staffing Scheme are eligible for the post. The period of deputation is 4/5 years for Dy. Secretary/Director respectively.

3. The Financial Adviser & Chief Accounts Officer, Tea Board, Kolkata will head the Finance Wing of the Tea Board and is also responsible for maintenance of accounts, release of financial assistance to tea gardens and internal audit of the Tea Board.

4. The post may be circulated amongst officers eligible to be appointed at Deputy Secretary/Director or equivalent level in the Government of India on priority basis. Names of willing and eligible officers who can be spared by the State Governments/Ministries/Departments may be forwarded to the Department along with **cadre clearance, vigilance clearance, detailed bio-data in the enclosed proforma and CR Dossier**. For officers working in the cadre, it may also be ensured that the 'Cooling off', after a previous stint on deputation, if any, is complete and the officer is eligible to be appointed on Central Deputation as per instructions.

5. It is requested that the application(s) of the eligible candidate(s) may please be forwarded so as to reach this Department within one month from the date of issue of this circular.

Yours faithfully,

*Amarpreet Duggal*  
6/6/13

(Dr. Amarpreet Duggal)

Deputy Secretary to the Government of India

Tel: 23092842.

Copy to:

1. Department of Commerce, [Sh. Anurag Saxena, Jt. Secretary], Udyog Bhavan, New Delhi w.r.t. D.O. No. 12022/27/2007-E.IV dated 04.02.2013.
2. NIC Celi, DOP&T for placing on Departmental Website.
3. PS to DS(MM) for uploading the circular through bulk e-mail system.



### Bio-Data

1	Name					:	
2	Date of Birth					:	
3	Service					:	
4	Batch					:	
5	Cadre [If All India Services]					:	
6	Contact Telephone No. (O)					(R)	(M)
7	Educational Qualifications					:	
8	Complete Experience/Posting Profile						
Sl.No.	Period	Post held/ Organization	Cadre post/ Deputation post	Place of Posting	Brief job description		
9	Whether clear from Vigilance angle?					:	YES / NO
10	Whether the officer has been on deputation earlier. If so please provide details of organization, nature of deputation and period (dates) of deputation.					:	
11	Whether the officer is debarred from deputation under the Central Staffing Scheme.					:	YES / NO

12. Certified that the above particulars are correct and complete.

Signature of the applicant  
date: \_\_\_\_\_

Signature:  
Name/Designation & Rubber Stamp  
of officer certifying the above Particulars.

*Note:*

*Columns 1-8 to be filled in by applicant.*

*Columns 9-12. to be filled in by Cadre Controlling Authority.*