

No.6/10/2014-Plat-C  
Government of India  
Ministry of Commerce and Industry  
Department of Commerce

Udyog Bhavan, New Delhi  
Dated: 14<sup>th</sup> August, 2015



OFFICE MEMORANDUM

Subject: Filling up the post of Rubber Production Commissioner (RPC) in the Rubber Board, Kottayam, Kerala on deputation (including short-term contract) basis – regarding.

Rubber Board, a statutory autonomous organization under the Department of commerce, Ministry of Commerce and Industry, Government of India, requires services of eligible and willing officers for appointment to the post of the **Rubber Production Commissioner** in its office at Kottayam, Kerala.

2. The scale of pay, number of posts, classification, mode of recruitment, age, eligibility conditions, qualifications and experience and the period of deputation, etc. are given in **Annexure-I** attached to the Office Memorandum.

3. The pay of the officer selected for appointment on deputation (including short-term contract) basis will be regulated in accordance with extant orders of Government of India on the subject in force from time to time.

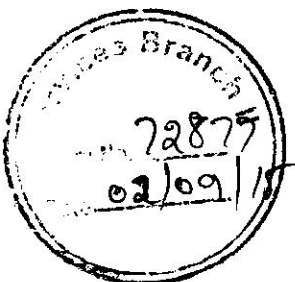
4. It is, therefore, requested that the above vacancy may be circulated to **all the Organisations of the State Governments and all Commodity Boards** and the applications of suitable officers, who can be released in the event of their selection, may be forwarded through proper channel in the prescribed proforma in **triplicate** (as per the specimen given in **Annexure-II** attached to this O.M.), along with (i) photo copies of the Annual Confidential Reports (ACRs) of the applicants for the last five years duly attached by an Officer not below the rank of Under Secretary or equivalent; (ii) a certificate from the employer that no disciplinary/vigilance case is either pending or being contemplated against the Officer; (iii) a statement indicating the details of major/minor penalties, if any, imposed on the officer during the last 10 years; (iv) Intergrity Certificate duly signed by the competent authority; and (v) Cadre Clearance, by name to **Shri M.S. Banerjee, Under Secretary, Plantation-C Section, Department of Commerce, Ministry of Commerce and Industry, Room No.250-A, Udyog Bhavan, New Delhi – 110 011** within sixty days from the date of issue of this O.M. It may also be made clear that the officer, who volunteers for the post, will not be allowed to withdraw his/her candidature subsequently. Applications received after the last date or without confidential reports and other requisite documents or otherwise found incomplete will not be considered.

Encl: As above.

(Vnadanayadav)  
Director  
Tel. 23062863

1. All State Government/Union Territory Administrations.
2. All Attached/Subordinate Offices of the Department of Commerce.
3. All Sections/Desk/Units in the Department of Commerce.

(Vnadanayadav)  
Director



(Reference paragraph 2 of O.M. No. 6/10/2014-Plant-C dated /08/2015)

Name of the post	<b>Rubber Production Commissioner, Rubber Board, Kottayam, Kerala.</b>
Number of post	One(1)
Classification	General Central Services, Group 'A' Gazetted. Non-Ministerial.
Scale of Pay	Rs.14300-400-18300(Pre-revised)
Age limit	The maximum age limit for appointment by deputation (including short-term contract) shall not be exceeding 56 years as on the closing date of the receipt of applications.
Method of recruitment	<b>Deputation (including short-term contract)</b>
Eligibility Criteria	<p>Officers under the Central/State Governments/Union Territory administration/Universities or Recognized Research Institutions or Public Sector Undertaking or Semi-Government/ Statutory or autonomous organizations:-</p> <p>(a) (i) holding analogous post on regular basis in the parent cadre or department; or</p> <p>(ii) with five years' service in the grade rendered after appointment thereto on a regular basis in the scale of pay of Rs.12000-16500 (Pre-revised) or equivalent in the parent cadre or department; and</p> <p>(b) possessing the following educational qualifications/and experience:-</p> <p><b>Essential :</b></p> <p>(i) A Post Graduate Degree in Botany or Agriculture from a recognized university or institution or equivalent;</p> <p>(ii) Knowledge or all aspects of modern scientific cultivation of rubber including new planting, replanting and preparation of raw products;</p> <p>(iii) 12 years' experience in a responsible capacity in formulation and implementation of schemes relating to Agriculture, of which at least 5 years' experience should be in rubber cultivation.</p> <p><b>Desirable:</b></p> <p>i) Ph.D in Botany or Agriculture;</p> <p>ii) <del>Should be capable of preparing development schemes for the rubber plantation industry as and when necessary and advise the Board on their implementation;</del></p> <p>iii) About five years' experience in extension or advisory work in rubber plantation or five years practical experience in routine rubber plantation practices.</p> <p>Departmental officers in the feeder category who are in the direct line of promotion will not be eligible for consideration for appointment on deputation.</p> <p>Note 1: Qualification are relaxable at the direction of the Union Public Service Commission, for reasons to be recorded in writing, in case of candidates otherwise well qualified.</p> <p>Note 2: The Qualification(s) regarding experience is/are relaxable at the direction of the Union Public Service commission, for reasons to be recorded in writing, in case of candidates belonging to Scheduled Castes or Scheduled Tribes, if at any stage of selection the Union Public Service Commission is of the opinion that sufficient number of candidates from these communities possessing the requisite experience are not likely to be available to fill up the posts reserved for them.</p>

<b>Job Description</b>	<p>The Rubber Production Commissioner is appointed by the Central Government under clause (1A) of section 6A of the Rubber Act, 1947. He shall exercise such powers and perform such duties under the direction of the Board as may be prescribed. He shall also be an ex-officio member of the Rubber Board. He shall also be a member of the Executive Committee and research and Development committee. His duties and powers are enumerated in rule 47 of the Rubber Rules, 1955. The RPC shall be in charge of the development programmes of the Board. Besides advising the Chairman in technical and development matters and exercising powers that may be delegated to him by the Chairman, he shall make technical advice available to the rubber growers.</p> <p>He shall be responsible for the following :-</p> <ul style="list-style-type: none"> <li>i) Proper administration of the Rubber Production Department.</li> <li>ii) He shall give proper advice to the Chairman regarding the formulation and implementation of various schemes.</li> <li>iii) He shall arrange Annual Mass contract Programmes.</li> <li>iv) He shall monitor and evaluate the implementation of various schemes.</li> <li>v) He shall assign targets to Regional Officers and monitor its achievements.</li> <li>vi) He may represent Rubber Board in national/international conferences relation to Rubber cultivation, etc.</li> <li>vii) Exercise various financial powers for effective implementation of Rubber Plantation Development Schemes.</li> </ul>
<b>Period of Deputation</b>	<p>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 or Department of the Central Government shall ordinarily not exceed five years.</p>

**CURRICULUM VITAE PROFORMA**

(To be submitted in triplicate)

1.	Name and Address (in Block Letters)				
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)  Essential  Desired		Qualifications/ Experience Required  (1) (2) (3)  (1) (2)	Qualifications/ Experience possessed by the officer	
6.	Please state clearly whether in the light of entries made by you above, you meet the requirement 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/ Institution/ Orgn.	Post held	From	To	Scale of Pay and Basic Pay	Nature of duties (in detail)
8.	Nature of <u>present employment</u> i.e. Ad-hoc or Temporary or Quasi-Permanent or Permanent				
9.	In case the <u>present employment</u> 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 <u>present employment</u> .  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 (Please specify).	
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 and (iii) work experience over and above prescribed in the Vacancy Circular/ Advertisement) (Note: Enclose a separate sheet, if the space is insufficient).	
15	Please state whether you are applying for deputation (ISTC)/Absorption/re-employment Basis. (Officers under central/State Government are only eligible for "Absorption". Candidates of non-Government Organisations are eligible only for Short Term Contract)	
16.	Whether belongs to SC/ST	
17.	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 the professional bodies/ institutions/ societies and ( iv) any other information ( Note: Enclose a separate sheet if the space is insufficient)	

I have carefully gone through the vacancy circular/advertisement and I am well aware that the Curriculum Vitae duly supported by documents submitted by me will also be assessed by the Selection Committee at the time of selection for the post.

Signature of the Candidate  
Address-----  
Date\_\_\_\_\_

Countersigned

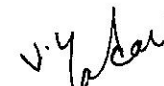
No.\_\_\_\_\_  
Date:-

(Employer with Seal)

Government of India  
Ministry of Commerce and Industry  
(Department of Commerce)

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(Vandana Yadav)  
Director