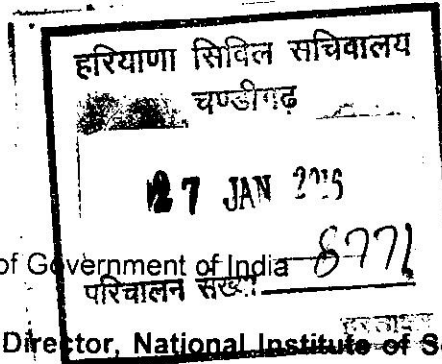


F.No.4/1/2012 EO(MM-II)  
Government of India  
Ministry of Personnel, P.G. and Pensions  
Department of Personnel & Training

North Block, New Delhi  
Dated 12<sup>th</sup> January, 2016



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

**Subject : Filling up the post of Director, National Institute of Social Defence(NISD) under the D/o Social Justice and Empowerment.**

Sir/ Madam,

It is proposed to fill up the post of Director, National Institute of Social Defence(NISD) under the Department of Social Justice & Empowerment. NISD is an autonomous organization. This is a non-CSS post.

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 post may be circulated amongst the 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 Dossiers of last five years**. 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.

4. 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,

*Jagannath*  
12/1/16  
(Jagannath Srinivasan)  
Deputy Secretary  
Tel: 23092842

Copy to:

- 1 D/o Social Justice & Empowerment [Shri Arun Kumar, Additional Secretary] Shastri Bhawan, New Delhi, w.r.t their D.O. letter No. 15-41(4)/2013-14-Ag.II dated 13.11.2015.
- 2 NIC Cell, 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	Contact Telephone No. (O)	(R)	(M)
6	Educational Qualifications	:	
7	Complete Experience/Posting Profile		
Sl.No.	Period	Post held/ Organization	Cadre post/ Deputation post
8	Whether clear from Vigilance angle?	:	YES / NO
9	Whether the officer has been on deputation earlier. If so please provide details of organization, nature of deputation and period (dates) of deputation.	:	
10	Whether the officer is debarred from deputation under the Central Staffing Scheme.	:	YES / NO

11. 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 1-7 to be filled in by applicant.*

*Columns 9-11. to be filled in by Ministry/Department concerned.*