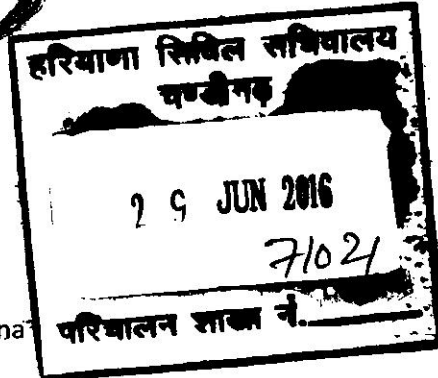


भारत सरकार  
उपभोक्ता मामले, खाद्य और सार्वजनिक वितरण मंत्रालय  
खाद्य और सार्वजनिक वितरण विभाग  
कृषि भवन, नई दिल्ली - 110001  
GOVERNMENT OF INDIA  
MINISTRY OF CONSUMER AFFAIRS,  
FOOD & PUBLIC DISTRIBUTION  
DEPARTMENT OF FOOD AND PUBLIC DISTRIBUTION  
KRISHI BHAWAN, NEW DELHI-110001

F. No. A-12024/1/2016-SRA  
New Delhi, Dated the 29th June, 2016



To  
The Chief Secretary,  
Government of Haryana  
Secretariat  
Chandigarh-160 001

Subject: Inviting applications for filling up post of Joint Commissioner (S&R) by transfer on deputation including short term contract in the Department of Food & Public Distribution, Government of India, Krishi Bhawan, New Delhi.

Sir,

I am directed to enclose herewith the terms and conditions required for filling up one post of Joint Commissioner (S&R) in the Ministry of Consumer Affairs, Food & Public Distribution, Deptt. Of Food & Public Distribution, S&R Division, Krishi Bhawan, New Delhi by transfer on deputation including short term contract for a period of 3 years in PB-4 Rs. 37,400-67,000 + Grade Pay 8700/- . proforma for Bio-Data is also enclosed. Candidates for more details can go to this Deptt. website [www.dfpd.nic.in](http://www.dfpd.nic.in) >Important Information > vacancies.

2. You are requested to circulate a copy of this to the concerned departments so that the eligible officers/interested can apply for the said post within 60 days from the date of issue of this letter to :

Shri Mahender Singh,  
Under Secretary (SRA),  
D/o Food & Public Distribution,  
Krishi Bhawan, R. No. 384,  
New Delhi-110001

Or they can apply by email to [ussrafpd@nic.in](mailto:ussrafpd@nic.in).

Yours faithfully,

(M. S. Azad)

Deputy Secretary to the Government of India

नवाए काका  
हायरी न  
दिनांक 01/07/16

**BIO-DATA/ CURRICULUM VITAE PROFORMA**

1. Name and Address (in Block Letters)		
2. Date of Birth (in Christian era)		
3.i) Date of entry into service		
ii) 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)		
Qualification/ Experience required as mentioned in the advertisement/ vacancy circular	Qualification/ experience possessed by the officer	
<b>Essential</b>	<b>Essential</b>	
A) Qualification	A) Qualification	
B) Experience	B) Experience	
<b>Desirable</b>	<b>Desirable</b>	
A) Qualification	A) Qualification	
B) Experience	B) Experience	
<p>5.1 <b>Note:</b> This column needs to be amplified to indicate Essential and Desirable Qualification as mentioned in the RRs <b>by the Administrative Ministry/Department/Office</b> at the time of issue of Circular and issue of Advertisement in the Employment News.</p> <p>5.2 In the case of Degree and Post Graduate Qualification Elective/ main subjects and subsidiary subjects may be indicated <b>by the candidate</b>.</p>		
6. Please state clearly whether in the light of entries made by you above, you meet the requisite Essential Qualifications and work experience of the post.		
6.1 Note: Borrowing Departments are to provide their specific comments/ views confirming the relevant Essential Qualification/ Work experience possessed by the Candidate (as indicated in the Bio-data) with reference to the post applied.		

7. Details of Employment, in chronological order. **Enclose a separate sheet duly authenticated by your signature, if the space below is insufficient.**

Office/ Institution	Post held on regular basis	From	To	*Pay Band and Grade Pay/Pay Scale of the post held on regular basis	Nature of Duties (in details) highlighting experience required for the post applied for

**\*Important:** Pay-Band and Grade Pay granted under ACP/MACP are personal to the officer and therefore, should not be mentioned. Only Pay Band and Grade Pay/ Pay Scale of the post held on regular basis to be mentioned. Details of ACP/MACP with present Pay Band and Grade Pay where such benefits have been drawn by the Candidate may be indicated as below;

Office/Institution	Pay, Pay Band and Grade Pay drawn under ACP/MACP Scheme	From	To

8. 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/organization to which the applicant belongs.	d) Name of the post and Pay of the post held in substantive capacity in the parent Organization
9.1 <b>Note:</b> In case of Officers already on deputation, the applications of such officers should be forwarded by the parent cadre/Department along with Cadre Clearance, Vigilance Clearance and integrity certificate.			
9.2 <b>Note:</b> Information under Column 9(c) & (d) above must be given in all cases where a person is holding a post on deputation outside the cadre/organization but still maintaining a lien in his parent cadre/ Organization .			

10. If any post held on Deputation in the past by the applicant, date of return from the last deputation and other details.	
11. <b>Additional details about present employment:</b>	

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		
12. Please state whether you are working in the same Department and are in the feeder grade or feeder to feeder grade.		
13. 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		
14. Total emoluments per month now drawn		
Basis Pay in the PB	Grade Pay	Total Emoluments
15. In case the applicant belongs to an Organization which is not following the Central Government Pay-Scales, the latest salary slip issued by the Organization showing the following details may be enclosed.		
Basic Pay with Scale of Pay and rate of increment	Dearnes Pay/Interim relief/ other Allowances etc., (with break-up details)	Total Emoluments
16.A <b>Additional information</b> , if any, relevant to the post you applied for in support of your suitability for the post. (This among other things may provide information with regard to (i) additional academic qualification (ii) professional training and (iii) work experience over and above prescribed in the Vacancy Circular/Advertisement)  <b>(Note: Enclosed a separate sheet, if the space is insufficient)</b>		
16.B <b>Achievements:</b> The candidates are requested to indicate information with regard to; (i) Research publications and reports and special projects		

(ii) Awards/Scholarships/Official Appreciation (iii) Affiliation with the professional bodies/institutions/societies and; (iv) Parents registered in own name or achieved for the Organization (v) Any research/innovative measure involving official recognition (vi) Any other information. <b>(Note: Enclosed a separate sheet if the space is insufficient)</b>	
17. Please state whether you are applying Basis. # (Officers under Central/State Governments are only eligible for "Absorption". Candidates of non-Government Organization are eligible only for Short Term Contract)	
# (The option of 'STC'/'Absorption'/'Re-employment' are available only if the vacancy circular specially mentioned recruitment by "STC" or "Absorption" or "Re-employment").	
18. Whether belongs to SC/ST	

I have carefully gone through the vacancy circular/advertisement and I am well aware that the information furnished in the Curriculum Vitae duly supported by the documents in respect of Essential Qualification/ Work Experience submitted by me will also be assessed by the Selection Committee at the time of selection for the post. The information/ details provided by me are correct and true to the best of my knowledge and no material fact having a bearing on my selection has been suppressed/ withheld.

(Signature of the candidates)

Address \_\_\_\_\_

\_\_\_\_\_

Date: \_\_\_\_\_

**Text of the Advertisement for Inviting applications for the following:**

Applications are invited for filling up one post of Joint Commissioner (S&R) in Ministry of Consumer Affairs, Food and Public Distribution, Department of Food and Public Distribution, S&R Division, Krishi Bhawan, New Delhi by transfer on Deputation including (short term contract) for a period of three years. This post is a General Central Service, Non Ministerial Group 'A' Gazetted post in the PB-4 (Rs. 37400-67000) with Grade Pay of Rs. 8700/-.

**Eligibility:-**

Officers of the Central Government or State Governments or Union Territory or Autonomous Bodies or Public Undertakings or Statutory Organisations or Universities or Semi-Government Organisation:

- (a) (i) holding analogous posts on regular basis; or
- (ii) with five years regular service in posts in the Pay Band -3( Rs. 15600-39100), Grade Pay Rs.7600/-; and
- (b) Possessing the following educational qualifications and experience:

**Essential:** (i) Master's Degree in Entomology or Plant Pathology or Bio-Chemistry from a recognised University; or Master's Degree in Agriculture with specialization in Entomology or Plant Pathology or Bio-Chemistry from a recognised University; or

Master's Degree in Zoology or Botany with specialization in Entomology or Plant Pathology from a recognised University; and

(ii) Twelve years' experience in teaching or research or extension work, including aspects related to storage and preservation of foodgrains in Government organisations or Public Sector Undertaking or Universities.

**Desirable:** Ph.D. in Zoology or Botany or Bio-chemistry of Agriculture from a recognized University.

**Note:** The Departmental officers in the feeder category who are in the direct line of promotion shall not be eligible for consideration for appointment on deputation. Similarly, deputationists shall not be eligible for consideration for appointment by promotion (Period of deputation including the period of deputation in another ex-cadre

post held immediately preceding this appointment in the same or some other organisation/department of the Central Government shall ordinarily not exceed five years. The maximum age limit for appointment by transfer on deputation (including short-term contract) shall not be exceeding 56 years, as on the closing date of the receipt of applications).

**Duties & Responsibilities of Joint Commissioner (S&R):**

The functions of Joint Commissioner (S&R) are of an advisory nature in the Department in the field of Storage and Research and quality of foodgrains. He also represents the Department in various Conferences in the field of grain research, soil conservation and protection of foodgrains from pesticides.

The officer selected will have the option to draw his grade pay plus deputation (duty) allowances or to have his pay fixed in the time scale of the pay attached to this post in accordance with the DOPT's OM No. 2/29/91-Estt. (Pay-II) dated 5.1.1994, as amended from time to time.

The application ( in triplicate) in the enclosed Performa, along with the complete and up-to-date Confidential Reports/APAR Dossier of the eligible officer (s) who could be spared immediately in the event of their selection, may kindly be forwarded through proper channel so as to reach this Ministry within 60 days from the date of issue of this circular. While forwarding application(s), it may also be verified and certified that particulars furnished by the officers are correct and that no vigilance case is either pending or contemplated against the applicant(s). Application received after the due date or without the Confidential Reports/APAR Dossiers/Vigilance Clearance and Integrity Certificates and a statement of major/minor penalty, if any, imposed on the officer(s) during the last 10 years or otherwise found incomplete will not be considered.

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