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अण्डमान तथा निकोबार प्रशासन

ANDAMAN AND NICOBAR ADMINISTRATION

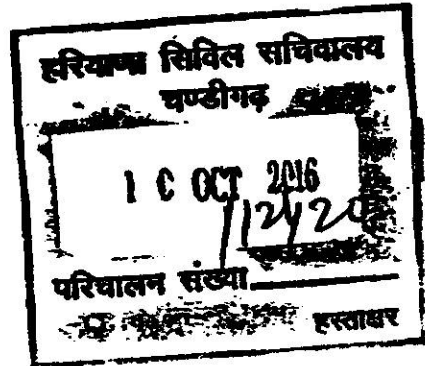
निदेशालय पशुपालन एवं पशुचिकित्सा सेवा

Directorate of Animal Husbandry & Veterinary services

Port Blair, dated the 21st September, 2016

To

1. The Secretary to the Govt. of India,
All Ministry/Departments,
New Delhi.
2. The Chief Secretaries of all States/
Union Territories.
3. The Director (Re-Settlement),
Ministry of Defense,
New Delhi.



Sub:- Filling up of the post of Director of Animal Husbandry & Veterinary Services, (Group 'A' Gazetted) in the Animal Husbandry & Veterinary Services Department under the Andaman & Nicobar Administration-reg.

I am directed to say that it is proposed to fill up one post of Director of Animal Husbandry & Veterinary Services in the PB-3 Rs. 15600-39100 with Grade Pay of Rs. 7600/- on deputation (including short-term contract) plus promotion/Re-Employment of Armed Forces Personnel failing both by direct recruitment from the officers under the Central/State Government /Union Territory Administrations/Universities recognized Research institutions of Councils/PSUS/Agriculture Universities/Semi Government or Autonomous Statutory Organizations.

The essential/desired qualifications for the post are:-

(A) (1) Holding analogous post on regular basis in the parent cadre/department:

Or

(ii) With Five years' service in the grade rendered after appointment hereto on a regular basis in pay band-3 Rs. 15600-39100 with grade pay Rs. 6600/- or equivalent in the parent cadre/department.

And

(B) Possessing the educational qualification and experience prescribed for direct recruit as follows:

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Cont.2/-

Essential

- i. A recognized Veterinary qualification included in the first or second schedule to the Indian Veterinary Council Act 1984.
- ii. Must be registered with Central/ State Veterinary Council under Indian Veterinary Council Act, 1984.
- iii. Master Degree in any branch of Veterinary Science or Animal Husbandry from a recognized University/Institute
- iv. Eight years experience in Administrative capacity including experience in formulation & implementation of Plan programmes in the field of Livestock/Poultry/Animal Health/Dairy Development under any Central or State Govt. Department or in any UT Administration or University or Recognized Research Institution or Council/ Semi Govt. or Autonomous or Statutory Organizations:

Note: 1

Qualifications are relaxable at the discretion of the UPSC for reason to be recorded in writing in case of candidates otherwise well qualified.

Note: 2

The qualification (s) regarding experience is relaxable at the discretion of the UPSC for reasons to be recorded in writing in case of candidates belonging to Schedule Castes or Schedule Tribes, if at any stage of selection the UPSC 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.

Field of selection for Deputation/Re-employment of Armed Forces Personnel

The Armed Forces personnel of at least the rank of Lt. Colonel or equivalent who are due to retire or to be transferred to reserve within a period of One year and having the qualification and experience prescribed for direct recruitment under para 7 shall also be considered. Such Officers will be given deputation term up to the date on which they are due for release from the Armed Forces and there after they may continue on Re-employment (Re-employment up to the age of superannuation with reference to Civil post).

Note: 1

The Departmental Registrar VC - cum - Joint Director (AH&VS) in the Animal Husbandry & Veterinary Services Department in PB-3 (Rs. 15600-39100) with Grade Pay of Rs. 6600/- with five years regular service in the grade or having combined regular service of 10 years in the grades of Registrar (VC) - cum - Joint Director (AH&VS) and Senior Veterinary Officer in PB-3 Rs. 15600-39100/- with Grade Pay of Rs. 5400/- of which at least 3 years regular service in the grade of Registrar (VC) - cum - Joint Director (AH&VS) and possessing a recognized Veterinary qualification included in the first and second schedule to the Indian Veterinary Council Act, 1984 shall also be considered alongwith outside candidates and in case he/she is selected for appointment, the post shall be deemed to have been filled by promotion.

Note: 2

Period of deputation (ISTC) including 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 to exceed four years. The maximum age limit for appointment by deputation (ISTC) shall not be exceeding 56 years as on the closing date of receipt of application.

Note: 3

The departmental Officer in the feeder category who is in the direct line of promotion shall not be eligible for consideration for appointment on deputation. Similarly, deputation shall not be eligible for consideration for appointment by promotion.

The terms and conditions of deputation are as follows:-

1. Pay

During the period of deputation he/she will have the option either to get his/her pay fixed in the deputation post under the operation of the normal rules or to draw pay of the post held by him/her in his/her parent department plus deputation (duty) allowance in accordance with and subject to the deputation, as modified from time to time and such other general or special orders issued by the Ministry of finance.

2. Dearness Allowance

He/she will be entitled to dearness allowance at Central Government rates.

3. Local Allowance

He/She will be entitled to Special Compensatory allowance at flat rate as admissible under the orders of Govt. of India.

Cont.4/-

4. Children Education Allowance

During the period of deputation he/she will be eligible to claim the Children's Education Allowance from the borrowing department as laid down in DOPT's Om No.12011/03/2008-Estt. (Allowance) dated 02.09.2008 as amended/clarified from time to time.

5. Joining time pay and transfer TA

He/She will be entitled to TA and joining time both on joining the post on deputation and on reversion there from this Administration under the rules of the borrowing department to which he/she is deputed. The expenditure on this account will be borne by the borrowing department.

6. TA for journey on duty during the period of deputation

This will be regulated in accordance with the Central Govt. rate.

7. Leave and pension

During the period of deputation he/she will be governed by leave and pension rules applicable to him/her before such deputation. Under FR 115 © the borrowing department shall pay the leave salary and pensions contribution according to the rates prescribed by the Govt. of India from time to time under FR 116. The borrowing department shall pay in full before the expenditure in respect of any compensatory allowance for the period of leave in or at the end of Foreign Service shall be borne by the borrowing department.

8. Provident fund Benefits

During the period of deputation he/she shall continue to subscribe to the Provident Fund to which they are subscribing before they are placed on deputation in accordance with the rules of such fund.

9. Extraordinary Pension Gratuity

He/She will be regulated in accordance with the Govt. of India, Ministry of finance (department of Expenditure) OM No. 19(23)-EV(A)/54 dated 02.08.1965 as amended from time to time.

10. Leave Travel Concession

He/She will be entitled to leave travel concession as admissible under Central Govt. Rules from time to time and the cost there of shall be borne by the borrowing department.

Cont.5/-

11. Medical Concession

He/She will be entitled to these **concessions under the rule of the borrowing department.**

12. Residential Accommodation

Rent free unfurnished **residential accommodation or House Rent Allowance in lieu thereof subject to review by the Govt. of India from time to time.**

13. The deputation will commence on the date on which he/she **assumes charge of the post under the Administration.**

14. Period of Deputation

One year in the first instance. The period of deputation including the period of deputation 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 to exceed three years.

In respect of matters not **specified above** he/she will be **governed by the relevant rules and orders in force from time to time in respect of the Govt. Servant of his/her category serving under the A&N Administration.**

I am to request that the **applications (in duplicate) in the enclosed Performa alongwith the complete and up to date, confidential reports of the eligible officers who could be spared in the event of their selection may kindly be forwarded to the Directorate of Animal Husbandry & Veterinary Service, Port Blair A&N Administration within 60 (Sixty) days from the date of publication of this circular in Employment News/Rozgar Samachar.**

While forwarding the application, it may be verified and certified that the particulars furnished in the performa are correct and that no disciplinary case is pending or contemplated against the officer with the following documents:

1. Integrity certificate.
2. Vigilance clearance certificate.
3. Attested photocopies of the ACR/APARs for the last five years (Attested on each page).

Cont.6/-

The application may be sent to the following address:

The Director
Animal Husbandry & Veterinary Services
Andaman & Nicobar Administration,
Haddo, Port Blair.
Pin : 744102
Phone - 9434281834
Fax No-233286


The vacancy may also please be notified to the Department/officers attached under your kind control for wide circulation.

Yours faithfully,


(Dr. Shiv Kumar)
Director (AH&VS)

Copy to:

1. The Director, (IP&T), Port Blair with the request that the vacancy may kindly be published in the 'Daily Telegram' for three consecutive days.
2. The Manger, Govt. Press, Port Blair for necessary action.
3. The Secretary to the Govt. of India, Ministry of Home Affairs, Deptt. of Personnel & Administrative Reforms, Central Surplus Staff Cell, New Delhi for necessary action.
4. The Secretary, Union Public Service Commission, Dholpur House, Shahjahan Road, New Delhi-110011. 110069.
5. The Secretary, Employment News, East Block-IV, Level-7, R K Puram, New Delhi-110066 for arranging publication of the vacancy in the Employment News. The edition of the Employment News in which the vacancy is notified may be furnished to this Directorate together with the bill for arranging payment.
6. The Employment officer, Employment Exchange, Port Blair.
7. The Nodal Officer, DAH&VS to upload in the website: - www.and.nic.in.
8. Spare copies-3 Nos.


(Dr. Shiv Kumar)
Director (AH&VS)



BIO-DATA/ CURRICULUM VITAE PROFORMA

1. Name and Address (In Block Letters)		
2. Date of Birth		
3. i) Date of entry into service		
ii) Date of entry into service Central Government		
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 as mentioned in the advertisement/ vacancy circular		Qualifications/ experience possessed by the officer
Essential		Essential
A) Qualification		A) Qualification
B) Experience		B) Experience
Desirable		Desirable
A) Qualification		A) Qualification
B) Experience		B) Experience
5.1 Note: This column needs to be amplified to indicate Essential and Desirable Qualifications as mentioned in the RRs by the Administrative Ministry/Department/Office at the time of issue of Circular and issue of Advertisement in the Employment News.		
5.2 In the case of Degree and Post Graduate Qualifications Elective/ main subjects and subsidiary subjects may be indicated by the candidate.		
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 detail) 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 organisation.
9.1 Note: 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 Note: 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/ organisation			

✓ If any post held on Deputation in the past by the applicant, date of return from the last deputation and other details.

11. Additional details about present employment:

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 whether in similar grade or feeder to the post.

13. Have you been 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

Basic Pay in the PB	Grade Pay	Total Emoluments

15. In case the applicant belongs to an Organisation which is not following the Central Government Pay-scales, the latest salary slip issued by the Organisation showing the following details may be enclosed.

Basic Pay with Scale of Pay and rate of Increment	Dearness Pay/Interim relief /other Allowances etc., (with break-up details)	Total Emoluments

16.A Additional Information, 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 qualifications (ii)

(i) Professional training and (ii) work experience over and above prescribed in the Vacancy Circular/Advertisement) (Note: Enclose a separate sheet, if the space is insufficient)	
16.B Achievements: 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) Patents registered in own name or achieved for the organization (v) Any research/ innovative measure involving official recognition vi) any other information. (Note: Enclose a separate sheet if the space is insufficient)	
17. Please state whether you are applying for deputation (ISTC)/Absorption/Re-employment Basis.# (Officers under Central/State Governments are only eligible for "Absorption". Candidates of non-Government Organizations are eligible only for Short Term Contract)	
# (The option of 'STC' / 'Absorption' / 'Re-employment' are available only if the vacancy circular specifically 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 candidate)

Address _____

Date _____

7

Certification by the Employer/ Cadre Controlling Authority

The information/ details provided in the above application by the applicant are true and correct as per the facts available on records. He/she possesses educational qualifications and experience mentioned in the vacancy Circular. If selected, he/she will be relieved immediately.

2. Also certified that;

- i) There is no vigilance or disciplinary case pending/ contemplated against Shri/Smt. _____
- ii) His/ Her integrity is certified.
- iii) His/ Her CR Dossier in original is enclosed/ photocopies of the ACRs for the last 5 years duly attested by an officer of the rank of Under Secretary of the Govt. of India or above are enclosed..
- iv) No major/ minor penalty has been imposed on him/ her during the last 10 years Or A list of major/ minor penalties imposed on him/ her during the last 10 years is enclosed. (as the case may be)

Countersigned

(Employer/ Cadre Controlling Authority with Seal)

Points to be noted by the Borrowing/Parent Department/Office to be highlighted in DOP&T circular for compliance by the Ministries/Departments)

1. Vigilance Clearance will not normally be granted for a period of 3 years after the currency of punishment, if a minor penalty has been imposed on an officer. In case of imposition of a major penalty, **Vigilance Clearance will not normally be granted for a period of 5 years after the currency of punishment in terms of DOP&T O.M. No. 11012/11/2007-Estt.(A) dated 14.12.2007.**
 2. While forwarding applications in respect of officers who are about to complete their 'cooling-off' period shortly the instructions of DOP&T as contained in O.M.No.2/1/2012-Estt-(Pay.II) dated 04.01.2013 may be strictly adhered to.
 3. A copy of the Applications format may be provided by the Borrowing Department in their website in a downloadable form as Word Document along with the advertisement.
 4. In the case of a vacancy already existing at the time of issue of communication inviting nominations/publication in the Employment News, the eligibility may be determined with reference to the last date prescribed for receipt of nominations in the concerned administrative Ministry/Department. In the case of an anticipated vacancy, the crucial date for determining eligibility should be the date on which the vacancy is expected to arise.
 5. It shall be prominently mentioned in the vacancy circular/advertisement that the applications/CV not accompanied by supporting certificates/documents in support of qualification and Experience claimed by the candidates would not be processed for determining the eligibility of the selection.
 6. Crucial date for determining the eligibility of the applicants will be counted after excluding the first date of publication of the vacancy/post in the Employment News. ie, for the vacancy published in the Employment News of 24-31st October.2016, the crucial date will be counted from the 01st Jan, 2017 (excluding the first date of publication).
 7. To facilitate determination of eligibility of the applicants working in Public Sector Undertakings/Autonomous organizations not following the Central Government Scales, their equivalent scales of pay/posts may be confirmed by the borrowing Department. Where necessary, details in this regard may also be ascertained from the lending Department.
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