

F. No. A-12026/1/2013-NA  
National Authority  
Chemical Weapons Convention  
Cabinet Secretariat

1<sup>st</sup> Floor Chanakya Bhawan, Chanakyapuri New Delhi-110021  
Date 7<sup>th</sup> May, 2019



To

B-0.

- (3) All Ministries/ Departments of the Govt. of India (including M/o Railways and M/o Defence)  
(4) Chief Secretaries of all State Governments and Union Territories.

Subject: Filling up the post of Advisor in the National Authority, Chemical Weapons Convention, Cabinet Secretariat on deputation basis.

I am directed to refer to this Office letters of even number dated 05.03.2018, 30.07.2018 05.09.2018, 13.11.2018, 09.01.2019 and 15.03.2019 (copies enclosed) on the above mentioned subject and to say that the last date for receiving applications for the post of Advisor has been further extended upto 04.07.2019. Details in this regard may be seen on the website of NACWC [www.nacwc.in](http://www.nacwc.in).

2. It is requested that the vacancy notice may kindly be widely circulated to their concerned Public Sector Undertakings, Statutory Bodies, Autonomous Bodies and Universities/ Research Institutes under the Central and State Government/ Union Territories.

Yours faithfully,

(S.R. Meena)

Under Secretary & HoO

Phone: 24675528

Fax: 24675767

Success-II Branch  
Diary No. 70152  
Date 29/05/19

F. No. A.12026/1/2013-NA  
Government of India  
Cabinet Secretariat  
National Authority, Chemical Weapons Convention

1<sup>st</sup> Floor Chanakya Bhawan, Chankyapuri New Delhi – 110021

March 15, 2019.

To

- (1) All Ministries / Department of the Govt. of India (including M/o Railways and M/o Defence).
- (2) Chief Secretaries of all state Government and Union Territories.

Subject: Filling up of one post of Advisor in the National Authority Chemical Weapons Convention, Cabinet Secretariat on deputation basis.

I am directed to refer to this Office letter of even number dated 05.03.2018, 30.07.2018, 05.09.2018, 13.11.2018 and 09.01.2019 (copies enclosed) on the above mentioned subject and to say that the last date for receiving applications for the post of Advisor has been further extended upto 04.05.2019 and which may be seen on the website of NACWC [www.nacwc.in](http://www.nacwc.in).

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Yours faithfully,



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F. No. A-12026/1/2013-NA  
National Authority  
Chemical Weapons Convention  
Cabinet Secretariat

1<sup>st</sup> Floor Chanakya Bhawan, Chanakyapuri New Delhi-110021  
Date January 7, 2019

To

- (1) All Ministries/ Departments of the Govt. of India (including M/o Railways and M/o Defence)
- (2) Chief Secretaries of all State Governments and Union Territories.

Subject: Filling up the post of Advisor in the National Authority, Chemical Weapons Convention, Cabinet Secretariat on deputation basis.

I am directed to refer to this Office letter of even number dated 05.03.2018, 30.07.2018, 05.09.2018 and 13.11.2018 (copies enclosed) on the above mentioned subject and to say that the last date for receiving applications for the post of Advisor has been further extended upto 05.03.2019 and which may be seen on the website of NACWC [www.nacwc.in](http://www.nacwc.in).

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Yours faithfully,



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F. No. A-12026/1/2013-NA  
National Authority  
Chemical Weapons Convention  
Cabinet Secretariat

1<sup>st</sup> Floor Chanakya Bhawan, Chanakyapuri New Delhi-110021  
Date 13<sup>th</sup> November, 2018

To

- (1) All Ministries/ Departments of the Govt. of India (including M/o Railways and M/o Defence)
- (2) Chief Secretaries of all State Governments and Union Territories.

Subject: Filling up the post of Advisor in the National Authority, Chemical Weapons Convention, Cabinet Secretariat on deputation basis.

I am directed to refer to this Office letter of even number dated 05.03.2018, 30.07.2018 and 05.09.2018 (copies enclosed) on the above mentioned subject and to say that the last date for receiving applications for the post of Advisor has been further extended upto 04.01.2019 and which may be seen on the website of NACWC [www.nacwc.in](http://www.nacwc.in).

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Yours faithfully,



(S.R. Meena)  
Under Secretary & HoO  
Phone: 24675528  
Fax: 24675767

Name and scale of the post	<p>Advisor</p> <p>Pay Band-4 (₹ 37400-67000 plus Grade Pay ₹ 8900) (VI CPC)</p> <p>(pre-revised scale of ₹ 16400-450-20000)</p> <p>Allowances like DA, HRA, Transport Allowance will be admissible as per rules and orders of the Central Government.</p>
Duties and responsibilities in general (only indicative)	<ol style="list-style-type: none"> <li>i. To function as the Chief Escort officer for purposes of international inspections and enforcement officer under the CWC Act;</li> <li>ii. To coordinate and file various statutory declarations to the OPCW as required under the Convention;</li> <li>iii. Implementation of the declaration regime for chemical units under CWC Act;</li> <li>iv. Technical inputs on all policy matters relating to the Convention;</li> <li>v. Providing training to concerned officers and staff of the Central/State Governments;</li> <li>vi. Management of data base of declarable facilities under CWC Act;</li> <li>vii. Coordination of all technical issues relating to the Convention.</li> <li>viii. Any other duty assigned by the competent authority</li> </ol>
Method of recruitment, Field of Selection, qualifications and experience	<p>Deputation (including short term contract)</p> <p>Officers under the Central Government failing which from officers of the public sector undertakings or State or Union territories or Universities or recognized research institutes or autonomous bodies or statutory organizations:-</p> <ol style="list-style-type: none"> <li>(a)(i) Holding analogous post on regular basis in the parent cadre or Department; or;</li> <li>(ii) With two years' service in the grade rendered after appointment thereto on regular basis in the scale of pay of ₹ 14300-18300 or equivalent in the parent cadre or Department; or</li> <li>(iii) with eight years' service in the grade rendered after appointment thereto on regular basis in the scale of pay of ₹ 12000-16500 or equivalent in the parent cadre or Department; and</li> <li>(b) Possessing the following educational qualifications and experience:-</li> </ol> <p><b>ESSENTIAL:</b></p> <ol style="list-style-type: none"> <li>(i) Masters' Degree in Chemistry or Industrial Chemistry or Degree in Chemical Technology or Chemical Engineering from a recognized University or Institute or equivalent.</li> <li>(ii) Twelve years' experience in a managerial technical position in a technical or research organization or industrial concern engaged in the field of organic chemicals and organic chemical industry out of which four years' experience of Administration of chemical units or implementation of the provisions of Chemical Weapons Convention Act and enforcement of law interaction with State Government or International Organization.</li> </ol> <p>(Period of deputation(including short term contract) including period of deputation (including short term contract) 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 four years. The maximum age limit for appointment by deputation (including short term contract) shall be not exceeding 56 years as on the closing date of the receipt of applications.</p>

BIO-DATA PROFORMA

1. Name and Address in Block letters
2. Date of birth (in Christian era)
3. Date of retirement under Central/State Government/Parent Office Rules
4. Educational Qualifications
5. Post for which application is being submitted
6. Whether Educational and other qualifications required for the post are satisfied. (If any qualifications have been treated as equivalent to be the one prescribed in the rules, state the authority for the same):



	Qualifications/Experience required	Qualifications/Experience possessed by the officer
(1)		
(2)		
(3)		

7. Please state clearly whether in the light of entries made by you above, you meet the requirements of the post:
8. Details of employment, in chronological order. Enclose a separate sheet, duly authenticated by your signature, if the same below is insufficient:

	Office/Institute/Organization	Post held	From	To	Scale of pay and Basic Pay	Nature of duties

9.
  - (i) Nature of present employment, i.e., ad hoc or temporary or permanent (Regular)
  - (ii) Designation
  - (i) Scale of pay
  - (ii) Basic pay
  - (iii) Date of regular appointment to present post
10. 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 you belong

11. Additional details about present employment. Please state whether working under -

- (a) Central Government
- (b) State Government
- (c) Public Sector Undertakings of Central Government
- (d) Public Sector Undertakings of State Governments/UTs
- (e) University
- (f) Statutory body
- (g) Autonomous body under Central Government
- (h) Autonomous body under State Governments/Union Territory

12. Are you in the Revised Scale of Pay? If you are substantively in a post of this scale of pay or its equivalent, give the date from which 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. Enclose separate sheet, if the space is insufficient

15. Whether belongs to SC/ST/OBC

16. Remarks, if any

Signature of the candidate

Date .....

Address .....

.....

.....

.....

Tel. ....

Fax .....

e-mail ID .....

Countersigned .....

Employer