

F.No.V-17020/104/2019-INI-II  
Government of India  
Ministry of Health & Family Welfare  
INI-II Section

Nirman Bhawan, New Delhi  
Dated 29<sup>th</sup> July, 2019

CIRCULAR

**Subject:** Filling up the post of Deputy Director (Administration) at PGIMER, Chandigarh - regarding.

PGIMER, Chandigarh is one of the premier Autonomous Institutions under the Ministry of Health & Family Welfare with a mandate to provide high quality patient care, and post graduate medical education; and to undertake basic community based research. The Institute has one post of Deputy Director (Admn.) which is due to fall vacant on 15.03.2020.

2. The post of Deputy Director (Administration) at PGIMER, Chandigarh is a non Central Staffing Scheme post in the pay scale of Rs. 37,400-67,000 (PB-4) with Grade Pay of Rs. 8,700/- (in pre-revised scale of pay) and in Level-13 of the pay Matrix (as per 7th CPC pay scales). The post involves looking after administrative and policy matters of the Institute under overall supervision of the Director of the Institute (PGIMER, Chandigarh).

3. The post is to be filled up on deputation from officers of All India Services and Central Government Group 'A' services. As per the Recruitment Rules, the tenure is not specified. However, as per past practice, the incumbent may continue in the post up to a maximum period of four years. Suitable accommodation is also earmarked for allotment to the incumbent of the post.

4. It is requested to forward names of suitable officers in terms of DoPT deputation guidelines, who may be interested in being considered for the post along with the following documents:

- Duly certified ACRs/APARs for the last five years.
- Vigilance clearance certificate.
- Cadre clearance/concurrence of State Government concerned.

5. All recommendations should reach Under Secretary (INI-II Division), Room No. 514-B, A Wing, Ministry of Health and Family Welfare, Nirman Bhawan, New Delhi by 10.09.2019.

(Sunil Sharma)  
Joint Secretary to the Govt. of India  
Tel: 23061773

To

- Chief Secretaries of All State Governments/U.Ts.
- Group 'A' Cadre Controlling Authorities of Government of India.

Services-II Branch  
Diary No. 102888  
Date 06/08/19