

OFFICE MEMORANDUM

Subject: Filling up the post of Rubber Production Commissioner (RPC) in the Rubber Board, Kottayam, Kerala on deputation basis - regarding.

Rubber Board, a statutory autonomous organization under the Department of Commerce, Ministry of Commerce & Industry, Government of India, requires services of eligible and willing officers for appointment to the post of **Rubber Production Commissioner (RPC)** on deputation basis (including short term contract) in its office at Kottayam, Kerala.

2. The scale of pay, number of posts, classification, mode of recruitment, age, eligibility conditions, qualifications and experience etc. are given in **Annexure-I** attached to the Office Memorandum.

3. The pay of the officer selected for appointment on deputation basis (including short term contract) will be regulated in accordance with extant orders of Government of India on the subject in force from time to time.

4. It is, therefore, requested that the above vacancy may be circulated to all the Organisations of the Central/State Governments and addresses of the OM noted below including University, Recognised Research Institutions, PSUs, Semi-Government/Statutory or Autonomous Organisations under their administrative control and the applications of suitable Officers, who can be released in the event of their selection, may be forwarded through proper channel in the prescribed proforma in triplicate (as per the specimen given in **Annexure-II** attached to this O.M.), along with (i) photo copies of the Annual Confidential Reports (ACRs) of the applications for the last five years duly attested by an officer not below the rank of Under Secretary or equivalent; (ii) a certificate from the employer that no disciplinary vigilance case is either pending or being contemplated against the Officer; (iii) a statement indicating the details of major/minor penalties, if any, imposed on the officer during the last 10 years; (iv) a Certificate duly signed by the competent authority; and (v) Cadre clearance, by name to Sri M.S. Banerjee, Under Secretary, Plantation-C Section, Department of Commerce, Ministry of Commerce & Industry, Room No. 250-A, Udyog Bhawan, New Delhi-110011 within sixty days from the date of publication of the advertisement in the Employment News. Applications received after the last date or without confidential reports and other requisite documents or otherwise found incomplete will not be considered.

Encl: As above.

  
(Anjali Anand)

Under Secretary to the Government of India  
Tel: 011-23062510

To

1. All Ministries/Departments of Government of India
2. Comptroller and Auditor General of India, L.P. Estate, New Delhi
3. Election Commission of India, Nirvaahan Sadan, New Delhi
4. Union Public Service Commission, Dholpur House, Shahjahan Road, New Delhi
5. Central Vigilance Commission, Starkata Bhawan, New Delhi
6. All Chief Secretaries of State Government/Union Territory Administration
7. All Attached/Subordinate Offices of the Department of Commerce
8. Technical Director, NIC, Computer Cell, Department of Commerce, New Delhi for uploading the vacancy circular in the website for wider circulation.
9. Technical Director, NIC, Computer Cell, Department of Personnel and Training, North Block, New Delhi with the request to upload the enclosed vacancy circular on DoPT's website.

Copy to:

Executive Director, Rubber Board.

  
(Anjali Anand)

Under Secretary to the Government of India  
Tel: 011-23062510

Services-II Branch  
Diary No. 116205  
Date 11/09/19

Name of the post	Rubber Production Commissioner, Rubber Board, Kottayam, Kerala
Number of post	One (1)
Classification	General Central Services, Group 'A' Gazetted (Non-ministerial)
Scale of Pay	Rs. 14300-400-18300(Pre-revised)
Age Limit	The maximum age limit for appointment by deputation (including short term contract) shall not be exceeding 56 years as on the closing date of the receipt of applications.
Method of Recruitment	<b>Deputation (including short term contract)</b>
Eligibility Criteria	<p>Officers under the Central/State Government/Union Territory administration /Universities or Recognised Research Institutions or Public Sector Undertaking or Semi-Government/Statutory or autonomous organizations:-</p> <p>a) (i) holding analogous post on regular basis in the parent cadre or department; or</p> <p>(ii) With five years' service in the grade rendered after appointment thereto on a regular basis in the scale of pay of Rs. 12000-16500(Pre-revised) or equivalent in the parent cadre or department; and</p> <p>b) possessing the following educational qualifications and experience:-</p> <p><b>Essential:</b></p> <p>(i). A Post Graduate Degree in Botany or Agriculture from a recognized university or institution or equivalent;</p> <p>(ii). Knowledge of all aspects of modern scientific cultivation of rubber including new planting, replanting and preparation of raw products;</p> <p>(iii). 12 years' experience in a responsible capacity in formulation and implementation of schemes relating to Agriculture, of which at least 5 years' experience should be in rubber cultivation.</p> <p><b>Desirable:</b></p> <p>(i). Ph.D in Botany or Agriculture;</p> <p>(ii). Should be capable of preparing development schemes for the rubber plantation industry as and when necessary and advise the Board on their implementation;</p> <p>(iii). About five years' experience in extension or advisory work in rubber plantation or five years practical experience in routine rubber plantation practices.</p> <p>Departmental officers in the feeder category who are in the direct line of promotion will not be eligible for consideration for appointment on deputation.</p> <p>Note 1: Qualification are relaxable at the direction of the Union Public Service Commission, for reasons to be recorded in writing, in case of candidates otherwise well qualified.</p> <p>Note 2: The Qualification(s) regarding experience is/are relaxable at the direction of the Union Public Service Commission, 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 Union Public Service Commission 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.</p>



<b>Job Description</b>	<p>The Rubber Production Commissioner (RPC) is appointed by the Central Government under clause (1 A) of section 6A of the Rubber Act, 1947. He shall exercise such powers and perform duties under the direction of the Board as may be prescribed. He shall also be an ex-officio member of the Rubber Board. He shall also be the member of the Executive Committee and Research and Development Committee. His duties and powers are enumerated in rule 47 of the Rubber Rules, 1955. The RPC shall be incharge of the development programmes of the Board. Besides advising the Executive Director in technical and development matters and exercising powers that may be delegated to him by the Executive Director, he shall make technical advice available to the rubber growers.</p> <p>He shall be responsible for the following:-</p> <ol style="list-style-type: none"> <li>Proper administration of the Rubber Production Department.</li> <li>He shall give proper advice to the Chairman regarding formulation and implementation of various schemes.</li> <li>He shall arrange Annual Mass Contact Programmes.</li> <li>He shall monitor and evaluate the implementation of various schemes.</li> <li>He shall assign targets to Regional Offices and monitor its achievements.</li> <li>He may represent Rubber Board in national international conferences relating to Rubber cultivation, etc.</li> <li>Exercise various financial powers for effective implementation of Rubber Plantation Development Schemes.</li> </ol>
<b>Period of Deputation</b>	<p>Period of deputation (ISTC) including the period of deputation (ISTC) 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 five years.</p>

12.	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.	
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. (This among other things may provide information with regard to (i) additional academic qualifications (ii) professional training and (iii) work experience over and above prescribed in the Vacancy circular/Advertisement) (Note: Enclose a separate sheet, if the space is insufficient).	
15.	Please state whether you are applying for deputation (ISTC)/Absorption/re-employment basis. (Officers under Central /State Government are only eligible for "Absorption". Candidates of non-Government Organizations are eligible only for Short Term Contract).	
16.	Whether belong to SC/ST	
17.	Remarks (The candidates may indicate information with regard to (i) Research Publications and reports and special projects (ii) Awards/Scholarship/Official Appreciation (iii) Affiliation with the professional bodies/institutions/societies and (iv) any other information (Note: Enclose a separate sheet if the space is insufficient)	

I have carefully gone through the vacancy circular /advertisement and I am well aware that the Curriculum Vitae duly supported by documents submitted by me will also be assessed by the Selection Committee at the time of selection of the post.

Signature of the Candidate

Address.....

Date:.....

Countersigned

No.....

Date:

(Employer with Seal)

**CURRICULUM VITAE PROFORMA**

(To be submitted in triplicates)

1.	Name and Address (in Block Letters)				
2.	Date of Birth (in Christian era)				
3.	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)		Qualifications/ Experience Required	Qualifications/ Experience possessed by the officer	
	Essential		1) 2) 3)		
	Desired		1) 2)		
6.	Please state clearly whether in the light of entries made by you above, you meet the requirement of the post.				
7.	Details of Employment, in chronological order. Enclose a separate sheet duly authenticated by your signature, if the space below is insufficient.				
Office/Institution/Orgn	Post held	From	To	Scale of Pay and Basic Pay	Nature of duties (in detail)
8.	Nature of <u>present employment</u> i.e. Ad-hoc or Temporary or Quasi-Permanent or Permanent				
9.	In case the <u>present employment</u> 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				
10.	Additional details about the <u>present employment</u> Please state whether working under (indicate the name of your employer against the relevant columns) a) Central Government b) State Government c) Autonomous Organization d) Government undertaking e) Universities f) Others (Please specify)				
11.	Please state whether you are working in the same Department and are in the feeder grade or feeder to feeder grade.				