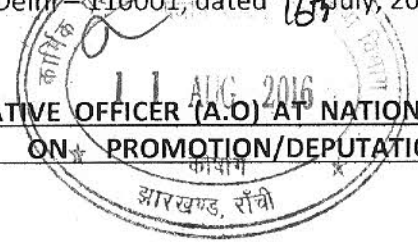


Pr-secy, Personnel

No. B/15575/AO/NDA/IDS/PERS/38/16/D(Apptts)  
Government of India  
Ministry of Defence  
132, B-Wing, Sena Bhawan  
New Delhi - 110001, dated 16th July, 2016

**SUBJECT: FILLING UP OF ONE (01) POST OF ADMINISTRATIVE OFFICER (A.O) AT NATIONAL DEFENCE ACADEMY, KHADAKWASLA, PUNE ON PROMOTION/DEPUTATION (INCLUDING SHORT TERM CONTRACT) BASIS.**



One (01) post of Administrative Officer (General Central Service Group 'A' Gazetted, Non-Ministerial) in the pay scale of Rs.15600-39100 (PB-3) with Grade pay of Rs.5400/- at the National Defence Academy, Khadakwasla, Pune is required to be filled up on Promotion/Deputation (Including Short Term Contract) basis from officers under the Central Government or State Government or Public Sector Undertakings or Autonomous bodies or Semi-Government organizations. The eligibility conditions for applicants are as under:-

- (a) (i) Officers holding analogous posts on regular basis in the parent cadre / Department; or
- (ii) With two years' service in the grade rendered after appointment thereto on a regular basis in the Pay band - 2 of Rs. 9300-34800 with the grade pay of Rs.4800/- or equivalent in the parent cadre/Department; or
- (iii) With three years' service in the grade rendered after appointment thereto on a regular basis in the Pay Band-2 Rs. 9300-34800 with Grade Pay of Rs. 4600 or equivalent in the parent cadre or Department and
- (b) Possessing the following educational qualifications and experience:-

**Essential:**

- (i) Degree of a recognized University or equivalent;
- (ii) Five years' experience in establishment and personnel administration.

**Note 1:** The Establishment officer of National Defence Academy in the scale of Pay Band-2 of Rs.9300-34800 with grade pay of Rs.4600 with three years regular service in the grade will also be considered and in case he is selected for appointment to the post, the same shall be deemed to have been filled by promotion.

**Note 2:** The Departmental officers in the feeder category who are in 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 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 three 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 receipt of applications.

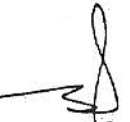
कार्मिक, प्रशासनिक सुधार तथा राजभाषा विभाग  
आरखण्ड, रांची  
श्री सरकारी प्रेषण सूचना 1/37  
12/08/16

मुख्य सचिव कार्यालय  
आरखण्ड, रांची  
गै.स.प्रे.सं. 3641  
तिथि 10/8/16

**Note 3:** For the purpose of computing minimum qualifying service for promotion, the service rendered on a regular basis by an officer prior to 1<sup>st</sup> January, 2006, the date from which the revised pay structure based on the VI Central Pay Commission recommendations has been extended shall be deemed to be service rendered in the corresponding grade pay or pay scale extended based on the recommendations of the said Pay Commission.

**Note 4:** For the purpose of appointment on deputation basis, the service rendered on a regular basis by any officer prior to 1<sup>st</sup> January, 2006 (the date from which the revised pay structure based on the VI Central Pay Commission recommendations has been extended) shall be deemed to be service rendered in the corresponding grade pay or pay scale extended based on the recommendations of the said Pay Commission except where there has been merger of more than one pre-revised scale of pay into one grade with a common grade pay or pay scale, and there this benefit will extend only for the post for which that grade pay or pay scale is the normal replacement grade without any upgradation.

2. The terms and conditions of deputation will be governed by the DOP&T's OM No. 6/8/2009-Estt.(Pay-II) dated 17.06.2010, as amended from time to time.
3. It is requested that the applications (in duplicate) in the enclosed proforma along with the complete and upto date Confidential Reports/APARs of the officers who could be spared in the event of their selection duly countersigned by the employer may be sent to the office of the **Principal Director (Pers), Headquarters Integrated Staff, Ministry of Defence, Room No. 4, Kashmir House, Rajaji Marg, New Delhi-110011 within 60 days** of the issue of this advertisement. Applications received after the last date or without the confidential reports or otherwise found incomplete will not be considered. While forwarding the applications, it may be verified and certified that the particulars furnished by the officers are correct and that no disciplinary/vigilance case is pending. The details of major/minor penalties imposed on the officer during the last 10 years may also be furnished.

  
(Anil Kumar)

Deputy Secretary to Government of India

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