

No.A-35018/10/circular/2018/MF.CGA(A)/Gr.B/Vol.I/470
Government of India
Ministry of Finance
Department of Expenditure
O/o Controller General of Accounts
Mahalekha Niyantrak Bhavan, E-Block, GPO Complex,
I.N.A., NEW DELHI

Dated, the 27th September, 2018

CIRCULAR


Please find enclosed herewith the following vacancy circulars regarding filling up of post as detailed below:-

S. No.	Letter No. Date & Organization	Deputation post with scale	Eligibility
1.	No.NGT/PB/Circular/Adm n./2014/803/1842 dated 11.09.2018 National Green Tribunal (NGT), New Delhi.	Pr. Private Secretary In the Level-11 (67700-208700/-).	For eligibility criteria may refer the NGT letter dated 11.09.2018
2.	No.DIAT/F/ADM(Rct)/02-NTS-2018/Corr dated 03.09.2018 Defence Institute of Advanced Technology (DIAT), Pune.	Assistant Registrar In the Level-10 (56100-177500/-).	For eligibility criteria may refer the DIAT letter dated 03.09.2018

The applications of willing and eligible Sr. AOs/AOs may please be forwarded to this office along with Vigilance Clearance Certificate/Integrity Certificate.

While forwarding applications for deputation, this office instructions contained in O.M. No.1064 dated 11th Feb 2016 may be kept in view.

Encl: As above


27/9/18
(Chander Prakash)
Sr. Account Officer (Gr.'B')

To,
Sr.AO (ITD)-For website.

राष्ट्रीय हरित अधिकरण / National Green Tribunal
प्रधान न्यायपीठ / Principal Bench
फरीदकोट हाउस, कॉपरनिकस मार्ग / Faridkot House, Copernicus Marg
नई दिल्ली / New Delhi – 110001

NGT/PB/16/Circular/Admn./2014 / 803/1842

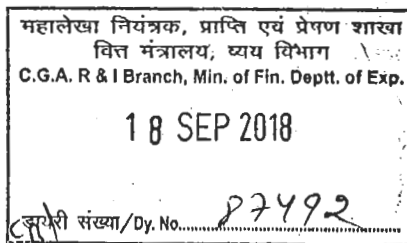
11th September, 2018

It is proposed to fill up the under mentioned post in the National Green Tribunal (to be filled up at Principal Bench, New Delhi) purely on deputation basis:

Sl. No.	Name of the Post	Place of posting	Level in Pay matrix
i.	Principal Private Secretary	Principal Bench, New Delhi	Level – 11 (67700-208700/-)
Education Qualification: In case of deputation: Officers possessing Bachelor Degree from a recognised university and holding:			
(i)	Analogous post on regular basis in the Central Government or State Government or Courts or Tribunals; or		
(ii)	Post in central government or state Government or courts or Tribunals, with six years regular service in the pre revised Pay Band – 2 (Rs. 9300- 34800) with Grade Pay – Rs. 4800/- i.e. Level -8 in the Pay Matrix or seven years of regular service, or in grade pay of Rs. 4600/- i.e. Level-7 in the Pay Matrix or ten years of regular service in grade pay of Rs. 4200/- i.e. Level-6 in the Pay Matrix ; and		
(iii)	Possessing speed of 100 words per minute in short hand.		
(iv)	Desirable: Working knowledge of Computer operations.		

2. The details of the post along-with with eligibility criteria required for above mentioned post is also available on the Tribunal's website www.greentribunal.gov.in and Ministry of Environment, Forest & Climate Change website www.moef.nic.in . The appointment will be made on deputation basis. The appointment of the officials on deputation, will be regulated as per O.M. No. 6/8/2009-Estt(Pay II) dated 17.06.2010 issued by the Department of Personnel and Training, as amended from time to time. The maximum age of the applicant should not be more than 56 years on the closing date of the application.

3. The application in the prescribed proforma, complete in all respects, accompanied by photocopies of ACRs for the last five years, Vigilance Clearance & Integrity Certificate, may be sent to the "The Registrar General, National Green Tribunal, Principal Bench, Faridkot House, Copernicus Marg, New Delhi - 110001", through proper channel latest by 18th September, 2018.



(Dr. Saurabh Kulshreshtha)
 Registrar General
 National Green Tribunal
 Tel: 23043508, 23043500
www.greentribunal.gov.in

To:

1. All the Ministries/Department of the Government of India
2. Registrar(s) of Supreme Court and All the High Courts
3. Registrars of all Tribunals.
4. Chief Secretaries of all States
5. Office of the Controller of Accounts/ Controller General of Defence Accounts/ Comptroller & Auditor General of India
6. Ministry of Environment, Forest & Climate Change (with a request to upload it on the website of MOEF&CC and forward it to DOPT for display on website).

7. Website and Notice Board of the National Green Tribunal

8. All the Zonal Benches of NGT at Chennai, Bhopal, Kolkata & Pune (with a request that this notice may be circulated in all the District Courts of Adjoining Districts and all other Central Govt. Offices located at respective place) (action taken in this regard may also be intimated to the Principal Bench).

9. All the Tribunals in NCR

10. All the District Courts in NCR.

National Green Tribunal/राष्ट्रीय हरित अधिकरण
Principal Bench/प्रधान न्यायपीठ
Faridkot House/Copernicus Marg/फरीदकोट हाउस, कॉपेर्निकस मार्ग,
New Delhi/नई दिल्ली -110001

APPLICATION FORM FOR APPOINTMENT ON DEPUTATION BASIS

Note: (i) The application should be forwarded through proper channel/ the concerned department, with copies of the ACRs and Vigilance Clearance Certificate, signed by the Competent Authority, given at the end of the application form.

(ii) Incomplete, unsigned, and the applications received not on prescribed proforma and after the last date of receipt of applications shall be rejected summarily, without any notice to the candidate.

Post Applied For

1. Name
(in block letters)

2. Fathers Name

3. Bench

(Please state your preference for Benches viz. Delhi, Bhopal, Chennai, Pune, Kolkata)

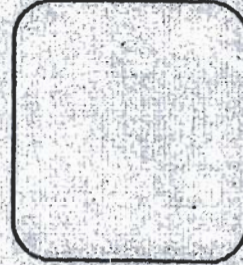
4. Postal Address

Contact No.
(Mobile & Landline)

5. Permanent Address

(Alternative Contact No.)

6. E-mail Id



7. Fax No. :

8. Date of Birth :

(Mention age as on
31.08.2018)

Years

Months

Days

9. Date of Superannuation :

10. Present Post :

11. Present Pay Band/
Grade Pay :

12. Educational Qualification:

Exam Passed	Board/ University	Year of Passing	Duration	Subjects	Percentage

13. Professional Qualification:

Exam Passed	Board/ University	Years of Passing	Duration	Subjects	Percentage

14. Details of employment in chronological order (If needed, enclose a separate sheet duly authenticated by your signature in the format given below):

Office/Instt./ Organisation	Post held	Period		Nature of appointment (Regular/Ad hoc/Deputation)	Scale of Pay/Basic Pay/Pay Band with Grade Pay*	Nature of Duties
		From	To			

*Applicants not holding the posts in Pay Band/Grade Pay as per Central Government pay scale should indicate the equivalent pay scale vis-à-vis Central Government pay scales (with proof)

15. In case the present employment is held on deputation, please state

a) The date of initial employment :

b) Period of appointment on deputation with address:

.....

c) Name of parent office/organization to which you belong

.....

16. Details of proficiency in computer (Please enclose Certificate for Computer Training Course of at least 6 months duration from a recognized institution)

.....

17. Shorthand Speed : N.A.

19. Whether belong to SC/
 ST/ OBC/ PH/ Ex-
 Serviceman

.....

20. Any Other Information

21. Please state briefly how you find yourself eligible and suitable for the appointment as in the
NGT

DECLARATION

22. I solemnly declare and affirm that the information given above is correct to the best of my knowledge and belief. In the event of any information being found false or incorrect or ineligibility being detected before or after the interview/ selection/ engagement, my candidature may be treated as cancelled and, I shall be liable for any action as the Tribunal may deem fit and proper.

23. That I fulfill the requisite conditions in terms of age, Pay Band & GP, regular service, and other qualification for the post applied for i.e.

Date:.....

(Signature)

Place:.....

Recommendation of competent authority

- (i) Service particulars furnished by the applicant are verified from service records and are found correct. Attested copies of ACRs for the past five years are annexed.
- (ii) There is no vigilance case pending or contemplated against the officer.
- (iii) If the officer is selected, he/she shall be relieved within 15 days of receipt of offer.

(Signature of competent authority)



No.DIAT/F/ADM(Rct)/02-NTS-2018/Corr

Date: 03rd September 2018

To,

Office of Controller General of Accounts
Mahalekha Niyantarak Bhawan,
Ministry of Finance,
GPO Complex, Block E, Aviation Colony,
INA Colony, New Delhi,

RECRUITMENT OF ASSISTANT REGISTRAR ON DEPUTATION

Sir/Madam,

1. The Defence Institute of Advanced Technology (DIAT) is a premier educational institution significantly contributing in the sphere of Human Resources Development for the Defence Forces by way of imparting education research and training on Defence Technology to the officers of Armed forces, Scientists of the DRDO, Technical officers of the Ordnance Factory Board, Directorate of Quality Assurance, Defence Public Sector Undertakings and friendly foreign countries. The Institute is adjudged Category 'A' by MHRD and NAAC accredited. The Institute is also active in carrying out result oriented research as required for Defence and security.

2. DIAT is inviting application from eligible Indian nationals for the position of Assistant Registrar on Deputation. A copy of the advertisement and application form for the position are enclosed herewith. We shall be highly obliged if you could give wide publicity to the advertisement to attract competent candidates for the position.

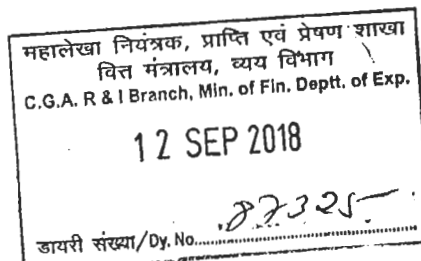
3. Last date for the receipt of the application has been extended to **31/10/2018** (As per Corrigendum issued). However, date determining age will be **17/08/2018** (As per detailed advertisement). Detailed Advertisement, application and corrigendum are also hosted on our website www.diat.ac.in under the link Career@DIAT.

Thanking You.

Yours sincerely,

(T. V. Ananthasubramanian)
Jt. Registrar (Admin)
Ph. (020) 24304035

Enclosure : Detailed Advt., Application form and corrigendum.





DEFENCE INSTITUTE OF ADVANCED TECHNOLOGY

(DEEMED TO BE UNIVERSITY U/S 3 OF UGC ACT, 1956)

GIRINAGAR, PUNE-411 025

(Autonomous Organisation funded by Dept. of Def R&D, MoD)



EXTENSION OF LAST DATE FOR SUBMISSION OF APPLICATION

CORRIGENDUM

- Ref : (a) Advt. No 02-NTS-2018 [inviting application for two positions of Assistant Registrar on Deputation basis]
(b) Advt. No 04-FP-2018 [inviting application for one position of Professor]

The last date for receipt of applications for the above positions is extended to **31/10/2018**. Date of determining age limit will continue to be **17/08/2018** (as published earlier).

Please visit Careers@DIAT on our website www.diat.ac.in for detailed advertisement and application form.



DEFENCE INSTITUTE OF ADVANCED TECHNOLOGY
(A DEEMED TO BE UNIVERSITY U/S 3 OF UGC ACT 1956), GIRINAGAR, PUNE-411025,
(An Autonomous Organisation fully funded by Department of
Defence Research & Development, Ministry of Defence)



Advertisement No.02-NTS-2018

Date: 13th July 2018

APPOINTMENT TO NON-TEACHING POSTS

1. The Defence Institute of Advanced Technology (DIAT) a Deemed to be University u/s 3 of UGC Act, 1956 is a premier educational institution significantly contributing in the sphere of Human Resource Development for the Defence Forces by way of imparting education, research and training on Defence Technology to the officers of Armed Forces, Scientists of the DRDO, Technical officers of the Ordnance Factory Board, Directorate of Quality Assurance, Defence Public Sector Undertakings and friendly foreign countries. The Institute is also active in carrying out result oriented research as required for defence and national security.
2. The Institute is located in a picturesque environment on the banks of Khadakwasla lake surrounded by Sahyadri hills. There is an all weather road between NDA and DIAT. The nearest Airport (30 kms) is at Lohegaon, Pune. The DIAT Campus is well served by the Pune Municipal Transport buses.
3. DIAT invites applications from the eligible candidates (Only Indian Nationals) for the following Non-Teaching posts to be filled by deputation. The details are as under:-

Sr. No.	Post	Minimum Educational Qualifications (i.e. Essential & Preferential), Experience etc
(a)	<u>ASSISTANT REGISTRAR</u> <u>Mode of Recruitment:</u> Deputation <u>Pay :</u> 7 th CPC matrix Level-10 <u>Nb. of Posts :</u> 02 <u>[Administration-01;Accounts-01]</u> <u>Reservation Position / Status:</u> UR <u>Age Limit for deputation :</u> 56 yrs <u>Period of Probation :</u> NA <u>Last date for receiving the applications :</u> 17/08/2018	(i) <u>Essential</u> : Officers from Central or State Government/ Autonomous Bodies / Government controlled & funded recognized Research Institutions / Universities / Public Sector Undertakings: (a) Holding analogous or equivalent post on regular basis in the relevant field. <p style="text-align: center;">AND</p> (b) A good academic record plus Master's degree with at least 55% of marks or its equivalent grade of B in the UGC seven-point scale; and 5 years experience or administration/Accounts as Superintendent as in an equivalent post in Government Department/University/Education or Research Institution. (ii) <u>Preferable</u> : M. Phil / Degree in Law obtained after graduation / MBA in HR or Finance or Systems / MCM, MCS, MCA / M.Ed./ MPM or equivalent (Awarded by University recognized by UGC or AICTE). (iii) <u>Desirable</u> : CA/ICWA (Final or Inter qualification). <u>Note:</u> Assistant Registrar for Finance/Internal Audit shall have passed SAS or equivalent examination of Central or State Govt. in addition to the essential qualifications prescribed above.

HOW TO APPLY :

Candidates are required to visit DIAT website ie. www.diat.ac.in to download the application form, available in sub-section 'Careers@DIAT'. The filled in application form (hard copy) duly signed by the candidates with photo pasted at the designated place along with copies of educational qualifications certificate(s), Caste Certificate(s) and other testimonials in support of experience etc. should be sent in a sealed envelope superscribed "Application for the post of **ASSISTANT REGISTRAR** against Advt. No.02-NTS-2018 by Registered / Speed Post only, to the **Joint Registrar (Admin.), Defence Institute of Advanced Technology, Girinagar, Pune-411025** so as to reach on or before the last date of receiving the application as mentioned for each post. Applications received after last date, without the prescribed fee, certificate and testimonials and incomplete applications are liable to be rejected summarily.

6. GENERAL CONDITIONS/INFORMATION:

- (a) Applications from candidates presently employed in the Central or State Government/ Autonomous Bodies / Government controlled & funded recognized Research Institutions / Universities / Public Sector Undertakings will only be considered.
- (b) Age, experience and qualifications as prescribed in the advertisement shall be counted as on the 'closing date' for receiving the applications as mentioned for each post i.e. as on **17/08/2018**.
- (c) Candidates should send the applications through proper channel with their employer's signature in the relevant portion of application form alongwith attested copies of ACR/APAR for the preceding five years, Vigilance Clearance certificate and Integrity Certificate. Candidature of internal candidates, if any, will be considered under composite method of recruitment.
- (d) While forwarding the applications it may kindly be verified and certified that the particulars furnished by the officers are correct and that no disciplinary case is pending or contemplated against the incumbent.
- (e) Those who send applications as advance copy will be considered only if their application through proper channel is received alongwith all supporting documents before date of interview.
- (f) Relaxation in educational qualifications and/or experience will only be considered in case of exceptionally meritorious candidates with the approval of the Competent Authority.
- (g) DIAT reserves the right to:
 - (i) increase/decrease the number of vacancies;
 - (ii) not to recruit any one against the advt. without assigning any reason.
- (h) Since the applications may be short-listed, mere possessing the prescribed qualifications and requisite experience would not entitle a person to be called for interview. The Institute may restrict the number of candidates to be called for test/interview to a reasonable limit, on the basis of qualifications and experience higher than that of the minimum prescribed in the advertisement. Candidates should, therefore, furnish proof of all the qualifications and experience possessed in the relevant field, over and above the minimum qualifications prescribed. **Institute will not accept / include / attach any testimonial/proof of qualification/experience sent after the closing dates.**
- (h) Candidates are advised to send their application well before the last date so as to avoid any delay. Applications received after the due date is liable to be summarily rejected. *Postal delay shall not be entertained as a valid reason for late receipt of Application.*
- (j) Both ways 2nd AC Class train fare is reimbursable to outstation candidates invited for the interview.
- (k) Application once made will not be allowed to be withdrawn and fee once paid will NOT be refunded on any count nor can it be held in reserve for any other recruitment or selection process.
- (l) Canvassing in any form will be a disqualification.
- (m) No correspondence/queries will be entertained in respect of advertisement, interview, selection etc. Candidates are requested to check the DIAT Website www.diat.ac.in for related information from time to time.



Defence Institute of Advanced Technology

A Deemed to be University u/s 3 of UGC Act 1956) Girinagar, Pune- 025

An Autonomous Organisation funded by Department of
Defence Research & Development, Ministry of Defence, GOI)

FOR OFFICE USE ONLY	
APPL. NO.	DATE

Paste Here a
Copy of Your
Recent Pass-
Port Size
Photograph &
attest self.

Name of the post applied for: ASSISTANT REGISTRAR [ON DEPUTATION]

Advt. No 02-NTS-2018 Date 2018

GENERAL INFORMATION:

1. (i) Name in Full :
- (ii) If married, maiden name :
2. Father's/Husband's Name:
3. Date of Birth : Date.....Month.....Year.....
(As recorded in Matriculation or equivalent certificate)
4. Age (as on the last date for receiving of application):years.....monthsdays
5. Nationality :
6. Marital Status : Married / Unmarried
7. Sex : Male / Female / TG
8. (a) Category : ST/SC/OBC. If any other, specify.....
(b) Sub category: PWD(OH/VH/HI)/Ex-Serviceman/Sports. If any other, specify.....

9. PERMANENT ADDRESS:

.....

 District.....State.....PIN.....

10. ADDRESS FOR CORRESPONDENCE:

.....

 District.....State.....PIN.....
 Land-line Phone.: Mobile Email

11. EDUCATIONAL QUALIFICATIONS [*] (from Matriculation onwards):

Examination	Board / University	Year of Passing	Marks			Class/ Grade	Subject(s)
			Obtained	Out of	% of Marks		
Matriculation (10 th)							
Higher Secondary / Intermediate (12 th)							
Diploma/ Bachelor's Degree							
Any other Bachelor's Degree							
Master's Degree							
M. Phil./Ph. D.							
Technical Qualifications (if any)							
Computer Qualifications							
Any other Qualification (if any)							

(Note : [*] Please attach separate sheets if the space is insufficient)

12. TEACHING/TECHNICAL/PROFESSIONAL EXPERIENCE (Starting from the latest): (*) (#)

Designation	Name of the Organization/ in case of non-Govt. pl specify.	Basic pay (Pay in pay band+ grade pay)/Pay Band/if any other scale, pl specify clearly.	Nature of Appointment Regular/Permanent/Temp./on contract/ Adhoc	Period of Service		
				From	To	Period

Note: (*) Attach separate sheets if the space is insufficient.

(#) Attach Service Certificates indicating the period of employment and breakup of emoluments drawn.

13. ADDITIONAL INFORMATION, IF ANY:

14. I hereby declare that all entries made by me in this application are true, complete and correct to the best of my knowledge and belief. I understand that in the event of any information being found false, incomplete or incorrect, my candidature/appointment is liable to be cancelled/terminated. I have enclosed attested copies of the supporting documents in respect of Sr. No. 3, 8, 11 and 12 above.

Place.....

Date.....

Signature of the Applicant

(Encl: As above)

ENDORSEMENT OF THE EMPLOYER

Ref. No.....

Date.....

1. The application of _____ is hereby forwarded with the remarks that we have no objection to his/her application being considered.
2. Certified that the information given by the applicant in this application form has been checked/verified and found to be correct with reference to his/her service records.
3. It is certified that there is no any vigilance case / disciplinary proceedings either pending or contemplated against the applicant.
3. I enclose attested copies of the applicant's confidential reports for the preceding five years along-with Vigilance Clearance/Integrity Certificates.

Signature of the forwarding Officer
(With office seal)

(The endorsement on this page is to be signed and forwarded by the Head of the Department/Employer of the candidates failing which the application is liable to be rejected).

CHECK LIST

- | | | | | | |
|----|---|-------|-----------------------------|----|-----------------------------|
| 1. | Have you signed on your Application?
(Tick ✓ Yes or No) | : YES | <input type="checkbox"/> | NO | <input type="checkbox"/> |
| 2. | Have you attached the Self - Attested Copies of all the
Certificates/Testimonials?
(Tick ✓ Yes or No) | : YES | <input type="checkbox"/> | NO | <input type="checkbox"/> |
| 3. | Have you enclosed Self Attested copy of proof of Age?
(Tick ✓ Yes or No) | : YES | <input type="checkbox"/> | NO | <input type="checkbox"/> |
| 4. | Have you enclosed requisite Demand Draft, if applicable
(Tick ✓ Yes or No) | : YES | <input type="checkbox"/> NA | NO | <input type="checkbox"/> NA |
| 5. | Have you enclosed Self-Attested Copy of SC/ST/
OBC/EX-Serviceman/PWD Certificate, as applicable?
(Tick ✓ Yes or No) | : YES | <input type="checkbox"/> NA | NO | <input type="checkbox"/> NA |
| 6. | Have you pasted your photograph on your application?
(Tick ✓ Yes or No) | : YES | <input type="checkbox"/> | NO | <input type="checkbox"/> |
