No. A-12025/14/2005-Adm.I
GOVERNMENT OF INDIA
PLANNING COMMISSION

Yojana Bhavan, Sansad Marg,
New Delhi, the 13th March, 2006.

To

All Central Government Departments / State Government Departments / UT Administrations/
Universities

Sub:- Filling up of seven posts of Adviser in the Planning Commission on Promotion /
Deputation (including short-term contract) basis.

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Sir,

I am directed to say that the Planning Commission proposes to fill up posts of Adviser
(Education), Adviser (Evaluation), Adviser (Labour, Employment & Manpower), Adviser
(Rural Development), Adviser (Environment & Forests), Adviser (Science & Technology) and
Adviser (Information and Communication Technology) (One post each) by “Promotion /
Deputation (including short-term contract)”. Selection will be made by the Planning Commission
without any reference to the UPSC. The applications received will be shortlisted and the
candidates found to be satisfying all the eligibility criteria will be invited to appear for a personal
talk before the Selection Committee. Approval of the Appointments Committee of the Cabinet in
respect of the finally recommended candidate will also be obtained.

2. Applications are, therefore, invited from the eligible and interested candidates. The officers
working under the Central Government or State Governments or Union Territory Administrations
(including their attached and subordinate offices) or Universities or Recognised Research
Institutions or Public Undertakings or Semi-Government or Statutory or Autonomous
Organisations and other Non-Government Bodies and also the Departmental Advisers and Joint
Advisers, who fulfil the conditions specified in the Annexure would be considered together. If a
Departmental Adviser / Joint Adviser is selected for appointment, the post shall be treated as
having been filled by Promotion. In the case of other candidates, they would be considered for
appointment on Deputation (including short-term contract) only.

3. Scale of pay, eligibility conditions, qualifications and experience and the duties attached to
these posts are indicated in the enclosed Annexure.

4. Ministries/ Departments of the Central Government / State Governments / UT
Administrations are requested to give wide publicity to these vacancies among the officers of
appropriate level under their control including those working in their attached or subordinate
offices and also Public Undertakings / Semi-Government / Statutory / Autonomous
Organisations and Recognised Research Institutions under their administrative control.

5. Applications and Curriculum Vitae (in duplicate) in the enclosed proforma along with the
following documents in respect of eligible candidates who can be spared for taking up the
assignment within one month from the date of intimation about selection may please be
forwarded to the undersigned, separately for each post duly signed by the candidate and
countersigned by the Head of Office or an officer authorized to sign on his behalf:

(i) Cadre Clearance/Specific No Objection.
(ii) Up-to-date Confidential Report Dossier of the candidate concerned or photocopies
of the Annual Confidential Reports of the candidate for the last five years duly
attested by an Officer not below the rank of Under Secretary to the Govt. of India;

-/-
(iii) Integrity Certificate (in the enclosed format) to be signed by an Officer not below the rank of Deputy Secretary to the Govt. of India;
(iv) Vigilance Clearance (in the enclosed format) indicating that no disciplinary proceedings or criminal proceedings are either pending or contemplated against the Officer concerned; and
(v) List of major/ minor penalties, if any, imposed on the candidate during the last 10 years OR No Penalty Certificate (in the enclosed format), as the case may be.

It may please be noted that it would not be possible to entertain the application if it is not accompanied with the above documents. It is also informed that the curriculum vitae (CV) duly supported by documents will be assessed by the Selection Committee for appointment to posts on deputation basis.

6. Applications of only those candidates who are clear from vigilance angle need be forwarded. The vacancy is also being published in the Employment News shortly. The closing date for receipt of applications will be 60 days from the date of publication of the advertisement in the Employment News.

7. Applicants should ensure that the application is complete in all respects and is in the prescribed proforma. No column of the proforma should be left blank. Wherever information is “Not Applicable” or “Nil”, it may please be so stated. Only complete applications received through proper channel alongwith all the documents mentioned in para 5 above on or before the specified closing date shall be considered. Applications received after the closing date or those which are not in the prescribed proforma or those which are incomplete or advance applications will not be considered.

8. The details of these vacancies are also available on Planning Commission website, i.e. “http://www.planningcommission.nic.in” under the link “circulars”.

Yours faithfully,

(K.K. CHHABRA)
Under Secretary to the Government of India
Tele.23096531

Copy forwarded for information :-

1. PS to Deputy Chairman, Planning Commission
2. PS to Members, Planning Commission.
3. PS to Member-Secretary, Planning Commission.
4. All Principal Advisers, Planning Commission.
5. All Advisers, Planning Commission.
6. Joint Secretary (SP & Adm.), Planning Commission
7. All Joint Advisers, Planning Commission.
8. Notice Boards

(K.K. CHHABRA)
Under Secretary to the Government of India
Details of eligibility conditions for the posts of Adviser (Education), Adviser (Evaluation), Adviser (Labour, Employment & Manpower), Adviser (Rural Development), Adviser (Environment & Forests), Adviser (Science & Technology) and Adviser (Information and Communication Technology) (One each) in the Planning Commission to be filled by “Promotion / Deputation (including short-term contract)” :-

1. **SCALE OF PAY** : Rs. 18400-500-22400
   OR
   Rs. 22400-525-24500
   (Exact scale of pay will be decided at the time of selection depending upon the qualifications and experience of the officer selected for the post).

2. **DUTIES ATTACHED TO THE POSTS** :

   **ADVISER (EDUCATION)**

   (i) Advising the Commission on preparation of Five-Year and Annual Plan proposals relating to Education sector.

   (ii) Examining proposals received from various State Governments and the Ministries concerning investment/allocation to various projects in the Education Sector – involving appraisal, monitoring and evaluation of the projects.

   (iii) Maintaining co-ordination with the States and the Ministries on all problems relating to Education Sector.

   **ADVISER (EVALUATION)**

   (i) To work as Principal Executive Officer of Programme Evaluation Organisation.

   (ii) To direct, supervise, control and coordinate:

   a) Planning and coordinating of evaluation enquiries, investigations and studies;

   b) Processing, analysis and interpretation of the data provided by the field officers; and

   c) Preparation of the reports.

   (iii) To extend assistance for the strengthening of the State evaluation machinery, training facilities for evaluation, personnel and technical advice in evaluation methodology.

   (iv) To plan, direct and control the work of the electronic computer Centre.

   »/«
ADVISER (LABOUR, EMPLOYMENT & MANPOWER)

The incumbent of the post functions as Group Coordinating Officer for the Employment, Labour Policy and Manpower Planning Units of the Planning Commission. He advises the Commission on matters related to these fields and guides the work and research studies undertaken in the Units under his charge.

ADVISER (RURAL DEVELOPMENT)

(i) To formulate policies in the rural development sector, in areas, like village industries, rural roads, water supply & sanitation and also of the various special rural development programmes like Integrated Rural Development Programme, Jawahar Rozgar Yojana, etc.

(ii) To advise the Planning Commission on the preparation of the Five-Year Plans and Annual Plan proposals of the rural development sector.

(iii) To examine the proposals received from the State Governments and Ministries concerning allocations to various projects in the rural development sector, involving appraisal, monitoring and evaluation of the projects.

(iv) Maintaining coordination with the State Governments and the Ministries on all issues related to this sector.

(v) To guide, conduct and supervise research in the rural development sector.

(vi) To handle all work related to the Rural Development Division including the work related to the Parliament, attending participation in Inter-Ministerial meetings, seminars and discussions on behalf of the Planning Commission in areas related to rural development.

ADVISER (ENVIRONMENT & FORESTS)

(i) Formulation of National Policy in the area of Environment & Forestry encompassing the issues relating to the concerned Division of the Planning Commission.

(ii) Examination of proposals relating to allocation of resources under various Central Sector and State Sector schemes in the Environment & Forestry.

(iii) To organize appropriate monitoring & evaluation mechanism for the Plan projects and organize such intervention and interactions with concerned Ministries both at the Centre and the State Governments as needed.

ADVISER (SCIENCE & TECHNOLOGY)

(i) To Advise the Planning Commission on policies and programmes relating to Science & Technology matters.

-/-
(ii) To advise the Commission on preparation/ formulation of Five-Year and Annual Plans of S&T Departments/ Agencies.

(iii) Examination and appraisal of S&T proposals of various Science & Technology Departments/ Agencies of Central and State Governments for investment decision.

(iv) To supervise the monitoring and evaluation of S&T plans and programmes of Central and State Governments.

(v) To co-ordinate with the Central Ministries/ Departments and States on all matters relating Science & Technology Sector.

(vi) To supervise the S&T Division of the Planning Commission.

**ADVISER (INFORMATION & COMMUNICATION TECHNOLOGY)**

To advise Planning Commission on issues relating to rural connectivity, e-governance, ICT application in Health & Education Sectors, information security and matters relating to supercomputing applications cutting across complex areas of bio-informatics, macro-informatics, space programmes, atomic energy, etc.

3. **CRUCIAL DATE FOR DETERMINING ELIGIBILITY:**

   (i) Closing date for receipt of applications as this advertisement for the posts of Adviser (Education), Adviser (Rural Development), Adviser (Environment & Forests), Adviser (Science & Technology) and Adviser (Information and Communication Technology).

   (ii) 1-8-2006 - for the post of Adviser (Evaluation).

   (iii) 1-7-2006 - for the post of Adviser (Labour, Employment & Manpower).

4. **ELIGIBILITY:**

   I. **FOR PROMOTION:**

   A. **FOR Rs. 18400-500-22400** :

   Departmental Joint Advisers in the scale of pay of Rs.14300-400-18300 with five years service in the grade rendered after appointment thereto on a regular basis and possessing the educational qualifications and experience prescribed for each post, as specified against item No. 5 below.

   -/
B. FOR Rs. 22400-525-24500 :

Departmental Advisers in the scale of pay of Rs. 18400-500-22400 with five years service in the grade rendered after appointment thereto on a regular basis and possessing the educational qualifications and experience prescribed for each post, as specified item No. 5 below.

II. FOR DEPUTATION (INCLUDING SHORT-TERM CONTRACT) :

A. FOR Rs. 18400-500-22400 :

1. Officers under the Central Government or State Governments or Union Territory Administrations (including their attached and subordinate offices) or Universities or Recognised Research Institutions or Public Undertakings or Semi-Government or Statutory or Autonomous Organisations and other Non-Government Bodies:
   (a) (i) holding analogous posts on regular basis; or
   (ii) with three years regular service in posts in the pay scale of Rs. 16400-20000 or equivalent; or
   (iii) with five years regular service in posts in the pay scale of Rs. 14300-18300 or equivalent; and
   (b) Possessing the educational qualifications and experience prescribed for each post as indicated against item No. 5 below.

(Where the employees are governed by Industrial Dearness Allowance, their equivalence will be determined as per the Central Government's instructions. In cases where Central or Industrial Dearness Allowance is not applicable, the officer should be holding either a top-level managerial position or should have put in at least five years continuous service at a level comparable to that of Director in the Central Government in terms of duties and responsibilities)

2. Professors with three years regular service in the scale of pay of Rs. 16400-22400 and possessing the educational qualifications and experience prescribed for the post as shown against item No. 5 below.

B. FOR Rs. 22400-525-24500 :

Officers under the Central Government or State Governments or Union Territory Administrations (including their attached and subordinate offices) or Universities or Recognised Research Institutions or Public Undertakings or Semi-Government or Statutory or Autonomous Organisations and other Non-Government Bodies:
   (a) (i) holding analogous posts on regular basis; or
   (ii) with five years regular service in posts in the pay scale of Rs. 18400-22400 or equivalent; and
   (b) Possessing the educational qualifications and experience prescribed for the post as indicated against item No. 5 below.

-/-
(Where the employees are governed by Industrial Dearness Allowance, their equivalence will be determined as per the Central Government's instructions. In cases where Central or Industrial Dearness Allowance is not applicable, the officer should be holding a top-level managerial position not below the level comparable to that of Joint Secretary in the Central Government in terms of duties and responsibilities continuously for five years)

5. QUALIFICATIONS AND EXPERIENCE FOR THE POST [APPLICABLE TO BOTH THE CATEGORIES i.e. PROMOTION/ DEPUTATION (INCLUDING SHORT-TERM CONTRACT)]:

ADVISER (EDUCATION)

Essential:

(i) Masters’ Degree in any subject or a Degree in Engineering from a recognized University or equivalent.

(ii) 15 years’ experience for the scale of pay of Rs.18400-500-22400 (18 years’ experience for the scale of pay of Rs.22400-525-24500) at a Group ‘A’ or equivalent level in research/ development/ planning/ administration/ management/ teaching etc. out of which at least five years should relate to educational policy, planning or management.

Desirable:

(i) A Doctorate Degree or a Master’s Degree in Engineering.

(ii) Experience of working at higher levels in educational Institutions dealing with Governance/ Policy Making/ Research Publications related to Education/ Planning/ Finance.

(iii) Experience in preparation of project reports or in techno-economic evaluation of project reports/ plan documents in the field of education.

ADVISER (EVALUATION)

Essential:

(i) Master’s Degree in Economics/ Statistics/ Business Administration/ Operations Research from a recognized University or equivalent.

(ii) 15 years’ experience for the scale of pay of Rs.18400-500-22400 (18 years’ experience for the scale of pay of Rs.22400-525-24500) at a Group ‘A’ or equivalent level in conducting / guiding economic research/ project evaluation/ appraisal and analysis.

Desirable:

(i) Doctorate Degree in the relevant specified subjects.

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(ii) Knowledge / Experience of modern research methodology, survey method, sampling techniques, use of econometric modules, application of cost benefit analysis, etc.

(iii) Experience in the relevant field as evidenced by publications.

ADVISER (LABOUR, EMPLOYMENT AND MANPOWER)

Essential:

(i) Masters’ Degree in Economics/ Statistics from a recognized University or equivalent.

(ii) 15 years’ experience for the scale of pay of Rs.18400-500-22400 (18 years’ experience for the scale of pay of Rs.22400-525-24500) at a Group ‘A’ or equivalent level in research/ development/ planning/ evaluation of projects/ programmes in the field of labour/ employment/ manpower sector. The incumbent of the post should be conversant with the labour laws/ problems, have knowledge about population statistics and their impact on the employment problem and the ability to evolve suitable plan strategy and policy for successful implementation of employment generation schemes.

Desirable:

(i) Doctorate Degree in Economics/ Statistics

(ii) Evidence of published research work in the field.

ADVISER (RURAL DEVELOPMENT)

Essential:

(i) Masters’ Degree preferably in Social Sciences from a recognized University or equivalent.

(ii) 15 years’ experience for the scale of pay of Rs.18400-500-22400 (18 years’ experience for the scale of pay of Rs.22400-525-24500) at a Group ‘A’ or equivalent level in research/ appraisal/ planning/ execution of various rural development projects/ programmes relating to poverty alleviation/ public cooperation/ panchayati raj institutions/ rural infrastructure/ rural housing/ land reforms, etc.

Desirable:

(i) Doctorate Degree in the relevant specified subjects.

(ii) Field experience at district/ division/ project level.

(iii) Evidence of published work in the field.

(iv) Knowledge of latest Government projects/ programmes/ schemes in Rural Development.

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ADVISER (ENVIRONMENT AND FORESTS)

Essential
(i) Masters’ Degree in Science / Environmental Science/ Bio-Science/ Organic Chemistry or Degree in Engineering or Post-Graduate Diploma in Forestry / Environment/ Wild-Life Management from a recognized University or equivalent.

(ii) 15 years’ experience for the scale of pay of Rs.18400-500-22400 (18 years' experience for the scale of pay of Rs.22400-525-24500) at a Group ‘A’ or equivalent level in planning process, formulation/ execution of plan programmes/ policies in the field of forest/ wild life management/ biodiversity and environmental conservation.

Desirable
(i) Doctorate Degree or Masters’ Degree in Engineering, in the relevant specified subject.

(ii) Experience of dealing with planning/ policy and budget formulation in Government.

(iii) Knowledge of latest trends and developments in the relevant sector.

(iv) Evidence of Research or Published work on relevant topics.

ADVISER (SCIENCE AND TECHNOLOGY)

Essential
(i) Masters’ Degree in Science or Degree in Engineering/ Technology, from a recognized University or equivalent.

(ii) 15 years’ experience for the scale of pay of Rs.18400-500-22400 (18 years' experience for the scale of pay of Rs.22400-525-24500) at a Group ‘A’ or equivalent level in Science and Technology policy, planning and budgeting, evaluation/ monitoring/ appraisal of Science and Technology programmes/ schemes/ projects.

(iii) Knowledge of latest trends of development in Science and Technology both at the National and International level.

Desirable
(i) Doctorate Degree or Masters’ Degree in Engineering, in the relevant specified subjects.

(ii) Experience of conducting/ organizing/ guiding/ planning research in multi-disciplinary areas or in frontier areas/ new emerging areas in science and technology, formulation of Science and Technology Plans/ programmes and their appraisal/ evaluation.
ADVISER (INFORMATION AND COMMUNICATION TECHNOLOGY):

Essential

(i) Master's Degree in any branch of Science/ Economics/ Business Administration or Degree in any branch of Engineering or Technology from a recognized University or equivalent.

(ii) 15 years' experience for the scale of pay of Rs.18400-500-22400 (18 years' experience for the scale of pay of Rs.22400-525-24500) at a Group 'A' or equivalent level in policy formulation, implementation, monitoring and financing relating to one or more of the following areas, namely, e-governance, telecom industry, broadcast media, electronics industry (hardware & software), social applications of Information and Communication Technology, etc., of which, at least five years should be at senior policy advice levels in the Government or other public institutions and/or top level managerial positions in public or private sector industrial undertakings and industrial promotion agencies.

(iii) Familiarity with the latest trends and technologies in the Information and Communication Technology area.

Desirable

Doctorate Degree in any of the above subjects or Master's Degree in Engineering or Technology.

5. AGE LIMIT:

For appointment by deputation (including short-term contract) age shall not be exceeding 56 years as on the closing date for receipt of applications.

6. PERIOD OF DEPUTATION / SHORT-TERM CONTRACT:

The period of deputation / short-term contract including the period of deputation/ short-term contract in another ex-cadre post held immediately preceding this appointment in the same or other organisation/ department of the Central Government shall not ordinarily exceed five years. The terms and conditions of deputation will be regularised according to the orders contained in the Govt. of India, DoPT’s OM No.2/29/91-Estt.(P.II), dated 5th January, 1994 as amended from time to time and in the case of those coming on contract, the terms will be settled in consultation with the concerned authority.

Note: The departmental officers in the feeder grade, i.e. Departmental Joint Advisers and Departmental Advisers respectively, shall not be eligible for consideration for appointment on Deputation (including short-term contract). Similarly, non-departmental candidates shall not be eligible for consideration for appointment by Promotion.

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INTEGRITY CERTIFICATE

After scrutinizing Annual Confidential Reports of Dr./Shri/Smt./Ms. _____________________, _____________ who has applied for the post of Adviser (____________________________) in the Planning Commission on Deputation basis, it is certified that his/ her integrity is beyond doubt.

[To be signed by an Officer of the rank of Deputy Secretary or above]
Name & Office Seal :
Date :

VIGILANCE CLEARANCE CERTIFICATE

Certified that no vigilance case or disciplinary proceeding or criminal proceeding is either pending or contemplated against Dr./Shri/Smt./Ms. _____________________, _____________ who has applied for the post of Adviser (____________________________) in the Planning Commission on Deputation basis.

[Authorised signatory]
Name & Office Seal :
Date :

NO PENALTY CERTIFICATE

Certified that no minor/ major penalty has been imposed on Dr./Shri/Smt./Ms. _____________________, _____________ who has applied for the post of Adviser (____________________________) in the Planning Commission on Deputation basis during the last ten years.

[Authorised signatory]
Name & Office Seal :
Date :

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<th>प्रपत्र / PROFORMA</th>
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<tbody>
<tr>
<td>आवेदित पद का नाम / Name of the post applied for</td>
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<tr>
<td>आवेदित वेतनमाण / Pay scale applied for</td>
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In case the scale of pay is not indicated, the application will be suo motu considered for the pay scale of pay of Rs.18400-22400.

नाम और पता / Name and Address (In Block Letters)

2. जन्म तिथि / Date of birth (in Christian era)

3. केंद्रीय / राज्य सरकार के नियमों के अन्तर्गत सेवा-निवृत्ति की तारीख / Date of retirement under Central/ State Govt. Rules

4. शैक्षिक अहंताएं / Educational Qualifications

5. क्या निर्धारित शैक्षिक और अन्य अहंताएं प्राप्त हैं (यदि कोई अहंता निर्धारित अहंता के समकक्ष मानी जाती है तो उस संबंध में प्राधिकरण का नाम बताएँ) / 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).

<table>
<thead>
<tr>
<th>निर्धारित अहंताएं / अनुमव / Qualifications / Experience required</th>
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| अनिवार्य / Essential :
1. |
2. |
3. |
शांतीनी / Desirable:
1. |
2. |
3. |

| अधिकारी द्वारा प्राप्त अहंताएं / अनुमव / Qualifications / Experience possessed by the officer |

| कृपया यह स्पष्ट बताएँ कि ऊपर इंगित तथ्यों के आधार पर क्या आप उक्त पद के लिए निर्धारित आवश्यकताएँ पूरी करते हैं / Please State clearly whether in the light of entries made by you above, you meet the requirement of the post. |

| सेवा संबंधी कालक्रमानुसार विवरण. आवश्यकता होने पर, हस्ताक्षरित अलग पृष्ठ संलग्न कर पूर्ण व्यूरा दें / Details of Employment, in chronological order. Enclose a separate sheet duly authenticated by your signature, if the space below is insufficient. |

<table>
<thead>
<tr>
<th>कार्यालय / संस्थान / Office/ Institution</th>
<th>धारित पद / Post held</th>
<th>से / From</th>
<th>तक /To</th>
<th>वेतनमाण और मूल वेतन / Scale of pay and basic pay</th>
<th>कार्य का स्वरूप / Nature of duties (in details)</th>
</tr>
</thead>
</table>

-/-
8. **वर्तमान सेवा का स्वरूप अर्थात् तदर्थ अथवा अस्थायी अथवा स्थायीवत् अथवा स्थायी / Nature of present employment i.e. Ad-hoc or Temporary or Quasi-permanent or Permanent.**

9. **यदि वर्तमान सेवा प्रतिनिधित्व / In case the present employment is held on deputation/ contract basis, please state -**
   a) प्रारंभिक नियुक्ति की तिथि / The date of initial appointment
   b) नियुक्ति और प्रतिनिधित्व / प्रतिनिधित्व की अवधि / Period of appointment and deputation/ contract
   c) मूल कार्यालय / संगठन का नाम / Name of the parent office/ organisation to which you belong

10. **वर्तमान सेवा के बारे में अतिरिक्त विवरण / Additional details about present employment**
    भूषण नियोक्ता का नाम संबंधित कॉलम के सामने लिखें / Please state whether working under (indicate the name of your employer against the relevant column).
    a) Central Govt.
    b) State Govt.
    c) Autonomous Organisation
    d) Government Undertaking
    e) Universities
    f) Others

11. **क्या यह बताएं कि आप उसी कार्यालय में कार्यरत हैं और क्या आप परिषुपक्ष ग्रेड में या परिषुपक्ष के परिषुपक्ष ग्रेड में हैं? / Please state whether working in the same Department and are in the feeder grade or feeder to feeder grade.**

12. **क्या आप भूषण वेतनमान में हैं? यदि हैं, तो संशोधन की तिथि तथा संशोधन पूर्व वेतनमान बताएं / 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. **वर्तमान में प्राप्त हो रहीं कुल परिसंचयियाँ / Total emoluments per month now drawn.**

14. **अतिरिक्त सूचना, यदि कोई हो, जिसके बल पर आप उक्त पद हेतु अपनी उपयुक्तता का दावा करते हैं / Additional information, if any, which you would like to mention in support of your suitability for the post.**
15. **Please state whether you are applying for deputation (including short-term contract) / Absorption/ Re-employment basis.**

(Officers under Central/ State Governments are only eligible for "Absorption". Candidates of non-Government Organisations are eligible only for Short-Term Contract).

16. **Whether belongs 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 for the post.

**Date:**

**Signature of the candidate:**
**Address:**

**Counter signed:**
(Employer with Seal)