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

Sub:- Recruitment to one post of Adviser (Education) in the Planning Commission on Promotion / Deputation (including short-term contract) basis.

Sir,

I am directed to say that Planning Commission proposes to make appointment to one post of Adviser (Education) by "Promotion / Deputation (including short-term contract)". Scale of pay of the post is Rs.18400-500-22400 or Rs.22400-525-24500. Applications are invited from eligible and interested candidates for these methods and for both pay scales. All these applicants shall be considered together and the exact method of appointment and the exact scale of pay shall be decided at the time of selection depending on suitability and availability of the officer recommended for appointment.

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

3. Scale of pay, Eligibility conditions, Qualifications and Experience and Duties attached to the post are indicated in the enclosed Annexure.

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

5. Applications (in duplicate), along with following documents, in respect of candidates who fulfil eligibility conditions and who can be spared for taking up the assignment within one month of the intimation of selection, may be forwarded in the enclosed prescribed proforma, duly signed by the candidate and countersigned by the Head of Office or any other officer authorised to sign :-

   (i) Up-to-date Confidential Report Dossier of candidate concerned or photocopies of Annual Confidential Reports of the candidate for last five years duly attested by an Officer not below the rank of Under Secretary to Govt. of India;

   (ii) Integrity Certificate (in enclosed format) to be signed by an Officer not below the rank of Deputy Secretary to Govt. of India

-/-
(iii) Vigilance Clearance (in enclosed format) indicating that no disciplinary proceedings or criminal proceedings are either pending or contemplated against Officer concerned [Applications of only those candidates who are clear from vigilance angle need be forwarded]; and

(iv) List of major/minor penalties, if any, imposed on the candidate during last 10 years OR No Penalty Certificate (in enclosed format), as the case may be.

6. The vacancy is also being published in the Employment News shortly. Closing date for receipt of applications will be 45 days from the date of publication of advertisement in the Employment News.

7. Applicant 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 it is ‘Nil’, it may please be so stated. Only complete applications received through proper channel along with all documents mentioned in para 5 above on or before the specified closing date shall be considered. Applications received after the specified closing date or those which are not in the prescribed proforma or those which are incomplete or advance applications will not be considered.

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. Senior Adviser (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 post of Adviser (Education) in the Planning Commission to be filled on Promotion / Deputation (including short-term contract) basis:-

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 POST** :
   (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.

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

   The crucial date for determining eligibility in terms of prescribed qualifications, experience and length of service will be the specified closing date for receipt of applications.

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 regular basis and possessing the educational qualifications and experience prescribed for the post, as in 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 regular basis and possessing the qualifications and experience prescribed for the post, as in 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 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 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)]:**

**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) Doctorate Degree or a Masters 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.

6. **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. No such age restriction for departmental candidates eligible for Promotion.

7. **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.
[FORMAT OF VARIOUS CERTIFICATES REQUIRED TO BE ENCLOSED SEPARATELY ALONGWITH THE APPLICATION OF CANDIDATE]

INTEGRITY CERTIFICATE

After scrutinizing Annual Confidential Reports of Dr./Shri/Smt./Ms. _____________________, _____________ who has applied for the post of Adviser (Education) 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 (Education) 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 (Education) in the Planning Commission on Deputation basis during the last ten years.

[Authorised signatory]

Name & Office Seal :
Date :

******
Name of the post applied for Adviser (Education)

Pay scale applied for ____________________________

[In case the scale of pay is not indicated, the application will be *su motu* considered for the pay scale of pay of Rs.18400-22400.]

1. Name and Address (In Block Letters)
2. Date of birth (in Christian era)
3. Date of retirement under Central/State Govt. 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).

<table>
<thead>
<tr>
<th>निर्धारित अर्थातें / अनुमब / Qualifications / Experience required</th>
<th>अधिकारी द्वारा प्राप्त अर्थातें / अनुमब / Qualifications / Experience possessed by the officer</th>
</tr>
</thead>
<tbody>
<tr>
<td>अनिवार्य / Essential : 1. 2. 3.</td>
<td></td>
</tr>
<tr>
<td>लाभमैल / Desirable: 1. 2. 3.</td>
<td></td>
</tr>
</tbody>
</table>

6. कृपया यह स्पष्ट बताएँ कि उमर 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.

7. सेवा संबंधी कालक्रमानुसार विवरण. आवश्यकता होने पर, हस्ताक्षरित अंतग्रह पृष्ठ संदेह कर पूरा व्याख्या 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>शासित पद / Post held</th>
<th>से / From</th>
<th>तक /To</th>
<th>वेतनांमाण 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 अर्थात तद्वय अथवा अस्थायी अथवा स्थायीत्र अथवा स्थायी / Nature of present employment i.e. Ad-hoc or Temporary or Quasi-permanent or Permanent.

9. यदि वर्तमान सेवा प्रतिनिधित्व / संबिधा आधार पर है तो कृपया बताएँ कि / 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 / संविधा 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. Additional details about present employment

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. Please state whether you are working in the same Department and are in the feeder grade or feeder to feeder grade.

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.

15. Whether belongs to SC/ ST.

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)

***
1. Name and Address (In Block Letters)
2. Date of birth (in Christian era)
3. Date of retirement under Central/State Govt. 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).
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.
8. Nature of present employment i.e. Ad-hoc or Temporary or Quasi-permanent or Permanent.
9. In case the present employment is held on deputation/contract basis, please state -
   a) The date of initial appointment
   b) Period of appointment and deputation/contract
   c) Name of the parent office/organisation to which you belong
10. **वर्तमान सेवा के बारे में अतिरिक्त विवरण** / Additional details about present employment

**कृपया 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. **कृपया यह बताएं कि आप उसी कार्यालय में कार्यरत हैं और क्या आप परिसूकक श्रेणि में या परिसूकक के परिसूकक श्रेणि में हैं** / Please state whether you are working in the same Department and are in the feeder grade or feeder to feeder grade.

12. क्या आप संशोधित 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 परिलिखियाँ** / Total emoluments per month now drawn.

14. **अतिरिक्त शून्य, यदि कोई हो, जिसके बल पर आप उत्तर पद हेतु आपनी उपयुक्तता का दावा करते हैं** / Additional information, if any, which you would like to mention in support of your suitability for the post.

15. **कृपया यह बताएं कि क्या आप प्रतिनिधित्व (अत्याधिक अनुबंध सहित) / आमेलन / पुनर्नियुक्ति आधार पर नियुक्ति के लिए आवेदन कर रहे हैं (केवल गैर सरकारी ही आमेलन के लिए पात्र होंगे, गैर-सरकारी संस्थाओं में कार्यरत अम्यर्थी केवल अत्याधिक अनुबंध के लिए पात्र होंगे)** / Please state whether you are applying for deputation (including short-term contract) / promotion basis.

16. क्या अनुसूचित जाति / अनुसूचित जनजाति के हैं / Whether belongs to SC/ST.

17. अम्यर्थियों (अम्यर्थी (i)अनुसंधान प्रक्रियाओं और प्रतिवेदनों और विशेष परियोजनाओं; (ii) पुरस्कारों / छात्रपतियों / सरकारी प्रतिस्पर्धाओं (iii) व्यावसायिक संस्थाओं / संगठनों / संगठनों से संबंधित इत्यादि के बारे में विवरण दे सकते हैं) (टिप्पणी : यदि आवश्यकता हो तो अलग पृष्ठ संलग्न करें) 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)

मैंने रिक्ति परिपत्र / नियोक्ता व्याप्ति पूर्वक पढ़ा है और में पूर्ण रूप से जानता हूँ कि मेरे आत्मवृक्ष के समर्थन में मेरे द्वारा प्रस्तुत सभी दस्तावेजों का, चयन करते समय, चयन समिति द्वारा मूल्यांकन किया जाएगा / 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.

अम्यर्थी के हस्ताक्षर :

पता :

Signature of the candidate:

Address:

**दिनांक** :

**Date:**

प्रतिहस्ताक्षर :

(नियोक्ता का नाम व कार्यालय मोहर)

Counter signed:

(Employer with Seal)

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