To

All Central Government Departments / State Governments/ UT Administrations/ Universities/ Recognized Research Institutions/ Public Undertakings/Autonomous Organisations.

Sub:- Recruitment to the post of Joint Adviser (Water Resources) in the Planning Commission in the Pay Band: 4 of Rs.37400-67000 + 8700 (Grade Pay) on Promotion/ Deputation (including short-term contract) basis.

Sir,

I am directed to say that Planning Commission requires the services of suitable Officer for appointment to the post of Joint Adviser (Water Resources) to be filled by composite method i.e. “Promotion/ Deputation (including short-term contract)” basis. The selection for the post will be made by the UPSC.

2. Officers working under the Central / State Governments / UT Administrations/ Universities/ Recognised Research Institutions/ Public Undertakings holding analogous posts on regular basis or with 5 years' regular service in posts in the pre-revised scale of pay of Rs.12000-375-16500 [Now revised to Rs.15600-39100 + 7600 (Grade Pay)] or equivalent including the Departmental Deputy Advisers of the Planning Commission with 5 years service in the grade rendered after appointment thereto on a regular basis who have the EQs as under would be considered together :-

**ESSENTIAL:**

(i) Degree in Civil Engineering from a recognised University or equivalent.

(ii) Twelve years’ experience in research/ development/ planning/ monitoring and evaluation / execution in the field of water resources in all its diverse aspects like river valley projects, water resources development, command area development, flood control, management of water and waste water, drainage, water supply, sewerage/ low cost sanitation, solid-waste management, etc.

**DESIRABLE:**

(i) Master’s Degree in Civil/ Hydraulic/ Water Resources Engineering/ Hydrology/ Public Health Engineering.

(ii) Experience of preparing critical reviews, appraisal reports, research reports, etc. as evidenced by publications.

If a Departmental Deputy Adviser of the Planning Commission is recommended by the UPSC for appointment to any post, it will be treated as having been filled up by Promotion and in case an outsider candidate is recommended by the UPSC, the post will be offered on Deputation basis for a specific period not exceeding five years.

3. Details of the vacancy are available on Planning Commission website, i.e. “http://www.planningcommission.gov.in” under the link “Appointment/Jobs”. Interested applicants may download the circular as well as the Application Proforma from our website.

4. Ministries/ Departments of the Central Govt./ State Governments/ UT Administrations/Universities/Recognised Research Institutions/Public Undertakings are requested to bring the vacancy to the notice of the Officers working under their charge.

Yours sincerely,

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5. Applications/Curriculum Vitae (two copies) for the post duly signed by the candidate and countersigned by the Head of Office or an officer authorized to sign on his behalf in the 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:

(i) Cadre Clearance/Specific No Objection.
(ii) Up-to-date Confidential Report Dossier of the candidate 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 (IC) to be signed by an Officer not below the rank of Deputy Secretary to the Govt. of India;
(iv) Vigilance Clearance (VC) 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 (PC), as the case may be.

Application Proforma & Format of IC, VC & PC may please be downloaded from the Planning Commission’s website and also the same will be published in the Employment News.

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 post 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 (Two Copies) received through proper channel along with 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.

Yours faithfully,

Sd/-
(G. RAJEEV)
Under Secretary to the Govt. of India
Tele. 23096531

Copy forwarded to:-

1. PS to Adviser (Admin.) and Adviser (Water Resources), Planning Commission.
2. All Deputy Advisers of the Planning Commission who have completed/ will complete 5 years regular service in the grade as on cut-off date of eligibility specified in the Annexure and possess the essential qualifications and experience for the post may complete the proforma and send it (in duplicate) to the undersigned.
3. Dr. C. Muralikrishna Kumar, Sr. Adviser (C&I), Planning Commission – with the request to get the circular/advertisement put in the Planning Commission’s website. This has the approval of Adviser (Admin.). Circular/Advt. is sent through E-mail at plancom@nic.in.
4. Notice Board.
Details of eligibility conditions for the post of Joint Adviser (Water Resources) in the Planning Commission to be filled by Promotion/ Deputation (including short-term contract) basis.

Details of the vacancy :-

1. **SCALE OF PAY**: Pay Band: 4 of Rs.37400-67000 + 8700 (Grade Pay)

2. **DUTIES ATTACHED TO THE POST**: Joint Adviser (Water Resources)

   * Examination and review of Annual and Five-Year Plan proposals of the States for Water Resources, Irrigation, Command Area Development and Flood Control.
   * Review of major and medium irrigation projects and proposals of the Ministry of Water Resources and its subordinate offices.
   * Participation in (i) Annual Plan and Five-Year Plan discussions, (ii) Discussion with Central Ministries and State Ministries regarding review of drought programmes and major and medium irrigation projects and preparation of reports thereof.
   * Participation in various Committees set up by the Planning Commission, Ministry of Water Resources, Central Water Commission and other Committees set up for progress of major and minor irrigation projects.
   * Assisting Adviser (Water Resources) and other Senior Officers on all matters pertaining to development of Irrigation, Flood Control and Command Area Development programmes.

3. **ELIGIBILITY** :

   **FOR DEPUTATION (INCLUDING SHORT-TERM CONTRACT):**

   Officers holding analogous posts on regular basis; or with 5 years' regular service in posts in the pre revised scale of pay of Rs. 12000-375-16500 or equivalent under the Central/ State Governments/ UT Administrations/ Universities/ Recognised Research Institutions/ Public Undertakings/ Autonomous Organisations and possessing the qualifications/ experience prescribed for the post, as indicated against item No. 6 below.

   **FOR PROMOTION:**

   Deputy Advisers of the Planning Commission with 5 years' regular service in the grade rendered after appointment thereto on a regular basis and possessing the qualifications and experience prescribed for the post, as indicated against item No. 6 below.

4. **AGE LIMIT** :

   The maximum age limit for appointment by Deputation (including Short-Term Contract) shall be not exceeding 56 years as on the crucial date for determining eligibility as indicated against item No. 5 hereunder.

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

   It will be the closing date of receipt of applications.
6. **QUALIFICATIONS AND EXPERIENCE:**

**Joint Adviser (Water Resources)**

**ESSENTIAL:**

(iii) Degree in Civil Engineering from a recognised University or equivalent.

(iv) Twelve years’ experience in research/ development/ planning/ monitoring and evaluation / execution in the field of water resources in all its diverse aspects like river valley projects, water resources development, command area development, flood control, management of water and waste water, drainage, water supply, sewerage/ low cost sanitation, solid-waste management, etc.

**DESIRABLE:**

(iii) Master’s Degree in Civil/ Hydraulic/ Water Resources Engineering/ Hydrology/ Public Health Engineering.

(iv) Experience of preparing critical reviews, appraisal reports, research reports, etc. as evidenced by publications.

7. **PERIOD OF DEPUTATION/ CONTRACT:**

Period of deputation/ contract including period of deputation/ contract in another ex-cadre post held immediately preceding this appointment in the same or some other Organisation/ Department of the Central Government shall ordinarily not 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.6/8/2009-Estt.(P.II), dated 17th June, 2010 in the case of those coming on deputation including short-term contract.

The interested and eligible officers may send their applications (in duplicate) in the enclosed proforma through proper channel to Under Secretary (Adm.I), Planning Commission, Yojana Bhawan, Sansad Marg, New Delhi-110 001. **The closing date for receipt of applications will be 60 days from the date of publication of advertisement in the Employment News.** Confidential Report Dossier / Attested Photocopies of last 5 years, Integrity Certificate, Vigilance Clearance Certificate and the list of major/ minor penalties, if any, imposed on the officer during the last 10 years / No Penalty Certificate (in prescribed format) in respect of the officer are also required to be sent alongwith the application.

Applicant should ensure that the application is complete in all respects and is in the prescribed proforma. No column of the format 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 alongside all the documents 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. The details of the vacancy are also available on Planning Commission website, i.e. [http://www.planningcommission.gov.in](http://www.planningcommission.gov.in) under the link “Appointment/Jobs”.

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[FORMAT OF VARIOUS CERTIFICATES REQUIRED TO BE ENCLOSED SEPARATELY ALONGWITH THE APPLICATION OF CANDIDATE WHO APPLIES FOR DEPUTATION (INCLUDING SHORT-TERM CONTRACT) BASIS]

INTEGRITY CERTIFICATE

After scrutinizing Annual Confidential Reports of Dr./Shri/Smt./Ms. ________________, _____________ who has applied for the post of Joint Adviser (_______________________) in the Planning Commission on Transfer 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 proceedings or criminal proceeding is either pending or contemplated against Dr./Shri/Smt./Ms. ________________, _____________ who has applied for the post of Joint Adviser (_______________________) in the Planning Commission on Transfer 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 Joint Adviser (_______________________) in the Planning Commission on Transfer on Deputation basis during the last ten years.

[Authorised signatory]
Name & Office Seal :
Date :

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प्रत्येक पद का नाम __________________________
Name of the post applied for __________________________

1. नाम और पता / Name and Address (In Block Letters)
2. जन्म संत्तान / Date of birth (in Christian era)
3. कड़ीव / राज्य सरकार के नियमों के अन्तर्गत सेवा-निवृत्ति की तारीख / Date of retirement under Central/ State Govt. Rules
4. शैक्षिक अर्जिताएं / Educational Qualifications
5. क्या निर्धारित शैक्षिक और अन्य अर्जिताएं प्राप्त हैं (यदि कोई अर्जित शैक्षिक अर्जिता के समक्ष मानी जाती है तो उस संबंध में प्राप्तिकरण का नाम बताएं) / 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).

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<tr>
<th>निर्धारित अर्जिताएं  / अनुशंसा  / Qualifications / Experience required</th>
<th>अधिकारी द्वारा प्राप्त अर्जिताएं  / अनुशंसा  / Qualifications / Experience possessed by the officer</th>
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<td>वांछनीय / Desirable:</td>
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6. कृपया यह स्पष्ट बताएं कि उम्मीदित तथ्यों के आधार पर क्या आप उक्त पद के लिए निर्धारित आवश्यकताएं 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 कारकामना नियम, आवश्यकता होने पर, सरकारित्व अलग पृष्ठ भरने का पूरा वृत्त दे / Details of Employment, in chronological order. Enclose a separate sheet duly authenticated by your signature, if the space below is insufficient.

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<tr>
<th>कार्यालय / संस्थान / Office/ Institution</th>
<th>पद / Post held</th>
<th>कृपया से / From</th>
<th>तक /To</th>
<th>वेतन और मूल बुनद / Scale of pay and basic pay</th>
<th>कार्य का स्थल / Nature of duties (in details)</th>
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8. वर्तमान सेवा का स्थल्य अर्थात् तदर्थ अर्था अस्थायी अर्थव्यवस्था अथवा स्थायी / Nature of present employment i.e. Ad-hoc or Temporary or Quasi-permanent or Permanent.

9. यदि वर्तमान सेवा प्रतिनिधित्व / संविदा आधार पर है तो कृपया बताएं कि / In case the present employment is held on deputation/ contract basis, please state -
   a) प्रारंभिक निर्धारित निभाई की विधि / The date of initial appointment
   b) निर्धारित और प्रतिनिधित्व / संबिदा 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.

16. Whether applies 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).

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.

Signature of the candidate:

Address:

Date:

Counter signed:

(Employer with Seal)