

**No. 12011/03/2017-HR-II**  
**Government of India**  
**Ministry of Chemicals & Fertilizers**  
**Department of Fertilizers**

ShastriBhawan, New Delhi  
Dated 28 June, 2017.

**OFFICE MEMORANDUM**

**Sub.: Recruitment to the post of Assistant Commissioner (Shipping) on deputation(ISTC) basis in the Pay Scale of Rs.15600-39100/- Grade Pay 6600/- (pre- revised) in the Department of Fertilizers.**

The undersigned is directed to say that one post of Assistant Commissioner (Shipping), a Group 'A' Gazetted post of General Central Services, in the pay scale of Rs.15600-39100/- Grade Pay 6600/- (pre- revised) is required to be filled on deputation(ISTC) basis on the following conditions:

- I. Officers under the Central Government or the State Governments or the Union territory Administrations or Port Trusts or Public Sector Undertakings:
- (a) (i) holding analogous posts on regular basis in the parent cadre or organization; or  
(ii) with five years' service in the posts in the Pay band-3, Rs.15600 -39100 with grade pay of Rs.5400 or equivalent in the parent cadre or department; or  
(iii) with six years' service in the posts in the Pay band-2, Rs.9300 - 34800 with grade pay of Rs.4800 or equivalent in the parent cadre or department;
- (b) possessing the following educational qualifications and experience::

**Essential :**

- (i) Bachelor's degree from a recognised University or Institute.  
(ii) five years' experience of shipping or chartering of ships or Port operations.

**Desirable:**

Associateship or Fellowship or Diploma in Shipping from Narottam Das Morarji Institute of Shipping, Mumbai or any other Institute recognized by the Government of India, Ministry of Human Resource and Development or Ministry of Shipping.

2. **Period of deputation:**

Period of deputation including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organisation/Department of the Central Govt. shall ordinarily not exceed 3 years.

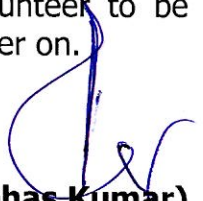
[Period of deputation(ISTC) including period of deputation(ISTC) in another ex cadre post held immediately preceding this appointment in the same or some other organization or Department of the central Government shall ordinarily not exceed three years. The maximum age limit for appointment by deputation (ISTC) shall be not exceeding 56 years as on the closing date of receipt of applications.]

3. Pay and allowances and other terms and conditions of the selected officers will be regulated as per instructions contained in the Department of Personnel and Training's OM No. 6/8/2009-Estt.(Pay-II) dated 17.06.2010 as amended from time to time.

4. It is requested that particulars in the annexed proforma (in duplicate) of the eligible officers who could be spared in the event of selection may be forwarded to Sh. Prabhas Kumar, Director (Admin), Room No.-226, A wing, Department of Fertilizers, ShastriBhawan, New Delhi through proper channel within ~~45~~ days from the date of publication of this office Memorandum in the Employment News along with their complete and up to date CR dossiers.

5. A certification that no vigilance case is either pending or contemplated against the officer along with certificate of Integrity and certificate that no Major/Minor penalty was imposed during last 10 years may also be sent to this Department.

6. The applications of officers received without the ACRs or with incomplete information/documents will not be entertained. Candidates, who volunteer to be considered for this post, will not be allowed to withdraw their names later on.

  
**(Prabhas Kumar)**  
Director(Admin)  
Tele. No. 011-23386398

Copy to:

1. All Ministries/Departments of Government of India including NITI Aayog with request to give this O.M wide publicity among eligible officers and also to circulate the post to recognized research institutions and autonomous organizations under their administrative control.
2. Chief Secretaries of all the State Governments with request to circulate the post to recognized research institutions and autonomous organisation under their control.
3. Sh. ViratMajboor, Assistant Director (PIB), D/o Fertilizers-requested to give wide publicity to the O.M at all possible platform, payment if any, would be made as per DAVP rates only.
4. NIC,DoPT for uploading on the website of DoPT.
5. Public Sector Undertakings under the control of the Department of Fertilizers.
6. Department of Public Enterprises, CGO Complex, New Delhi with request to circulate the post among all PSEs.
7. University Grants Commission, Bahadur Shah Zafar Marg, New Delhi with request to circulate the post among all universities etc.
8. Hindi Section for translation.
9. Notice Board/NIC for uploading on the website of DoF.
10. Vacancy Circular Folder.

(11)

नोट 3 : पदोन्नति के लिए न्यूनतम अहंकारी सेवा की गणना के उद्देश्य से, किसी अधिकारी द्वारा 1-1-2006, वह तारीख जिससे छठे केन्द्रीय वेतन आयोग की सिफारिशों के आधार पर संशोधित वेतन ढांचा लागू किया गया है, से पहले नियमित आधार पर की गई सेवा को वेतन आयोग की सिफारिशों के आधार पर लागू किए गए तदनुसूची ग्रेड वेतन अथवा वेतनमान में की गई सेवा माना जाएगा। फीडर श्रेणी में विभागीय अधिकारी, जो पदोन्नति की सीधी रेखा में हैं, प्रतिनियुक्ति अथवा आमेलन पर नियुक्ति के विचारार्थ पात्र नहीं होंगे। इसी प्रकार, प्रतिनियुक्ति पर तैनात व्यक्ति पदोन्नति द्वारा नियुक्ति के विचारार्थ पात्र नहीं होगा।

इसी या किसी अन्य संगठन अथवा केन्द्र सरकार के कुछ अन्य विभागों में इस नियुक्ति से तत्काल पूर्व-धारित अन्य संवर्ग बाह्य पदों में प्रतिनियुक्ति की अवधि सहित प्रतिनियुक्ति की अवधि (आईएसटीसी) सामान्यतया 3 वर्ष से अधिक नहीं होगी। प्रतिनियुक्ति (आईएसटीसी) द्वारा नियुक्ति के लिए अधिकतम आयु-सीमा आवेदन की प्राप्ति की अंतिम तारीख को 56 वर्ष से अधिक नहीं होनी चाहिए।

टिप्पणी : प्रतिनियुक्ति के आधार पर नियुक्ति से प्रयोजनार्थ 01-01-2006 से पूर्व अधिकारी द्वारा नियमित आधार पर दी गई सेवा अथवा तारीख जिससे छठे केन्द्रीय वेतन आयोग की सिफारिशों के आधार पर संशोधित वेतन ढांचों का विस्तार किया गया है, को वेतन आयोग की सिफारिशों के आधार पर तदनुसूची ग्रेड वेतन अथवा दिए गए वेतनमान में की जाने वाली सेवा मानी जाएगी, जहां सामान्य ग्रेड वेतन अथवा वेतनमान सहित एक ग्रेड में एक से अधिक संशोधन-पूर्व वेतनमान का विलय हुआ हो, और जहां लाभ केवल पद (पदों) को ही दिया जाएगा, जिसके लिए संबंधित ग्रेड वेतन अथवा वेतनमान बिना किसी उन्नयन के सामान्य प्रतिस्थापन ग्रेड हो।

[फा. सं. ए-42011/04/2009-मा.सं. II]

सौमंद चंदा, अवर सचिव

**MINISTRY OF CHEMICALS AND FERTILIZERS**

(Department of Fertilizers)

New Delhi, the 29th November, 2012

**G.S.R. 287.**—In exercise of the powers conferred by the proviso to Article 309 of the Constitution and in supersession of the Ministry of Chemicals and Fertilizers (Department of Fertilizers) Assistant Commissioner (Shipping) Recruitment Rules, 1999, except as respect things done or omitted to be done, before such supersession, the President hereby makes the following rules, namely :—

1. **Short title and commencement.**—(1) These rules may be called the Ministry of Chemicals and Fertilizers (Department of Fertilizers) Assistant Commissioner (Shipping) Recruitment Rules, 2012.

(2) They shall come into force on the date of their publication in the Official Gazette.

2. **Number of posts, its classification, pay band and grade pay or pay scale.**—The number of the said post, its classification, the pay band and grade pay or pay scale attached thereto shall be as specified in columns (2) to (4) of the said Schedule Annexed to these rules.

3. **Method of recruitment, age-limit, qualifications, etc.**—The method of recruitment to the said post, age limit, qualifications and other matters connected therewith shall be as specified in the columns (5) to (13) of the said Schedule.

**4. Disqualification.—No person :—**

- (a) who has entered into or contracted a marriage with a person having a spouse living; or  
 (b) who, having a spouse living, has entered into or contracted a marriage with any person,

shall be eligible for appointment to the said post :

Provided that the Central Government may, if satisfied that such marriage is permissible under the personal law applicable to such person and the other party to the marriage and that there are other grounds for so doing, exempt any person from the operation of these rules.

**5. Power to relax.—**Where the Central Government is of the opinion that it is necessary or expedient so to do, it may by order and for reasons to be recorded in writing and in consultation with the Union Public Service Commission relax any of the provisions of these rules with respect to any class or category of persons.

**6. Saving.—**Nothing in these rules shall affect reservations, relaxation of age-limit and other concessions required to be provided for the Scheduled Castes, the Scheduled Tribes, Ex-servicemen and other special categories of persons in accordance with the orders issued by the Central Government from time to time in this regard.

**SCHEDULE**

Name of post	Number of posts	Classification	Pay band and Grade pay/ Pay scale	Whether selection post or non-selection post	Age-limit for direct recruits
(1)	(2)	(3)	(4)	(5)	(6)
Assistant Commissioner (Shipping)	01* (2012) *Subject to variation dependent on workload	General Central Service, Group 'A', Gazetted, Non-Ministerial	Pay band-3, Rs. 15,600-39,100 plus (Grade pay of Rs. 6,600)	Not applicable	Not exceeding 40 years. (Relaxable for Government servants upto five years in accordance with the instructions or orders issued by the Central Government).

**Note :** The crucial date for determining the age-limit shall be closing date for receipt of applications from candidates in India, (and not the closing date prescribed for those residing in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Ladakh Division of Jammu and Kashmir State, Lahaul and Spiti District and Pangi Sub-division of

(6)

**Chamba District of  
Himachal Pradesh,  
Andaman and Nicobar  
Islands and  
Lakshadweep)**

Educational and other qualifications required for direct recruits	Whether age and educational qualification prescribed for direct recruits will apply in the case of promotees	Period of Probation, if any	Method of Recruitment, whether by direct recruitment or by promotion or by deputation or absorption and percentage of the posts to be filled by various methods
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(7)

(8)

(9)

(10)

**Essential :**

- (i) Degree of a recognized University.
- (ii) Five years experience of shipping or chartering of ships or Port operations.

Not applicable

One year for Direct recruits.

By Composite method, deputation (including short term contact) plus promotion failing which by direct recruitment.

**Desirable :** Associateship or Fellowship or Diploma in shipping from the Narottam Das Morarji Institute of Shipping, Mumbai or any other Institute recognized by the Government of India, Ministry of Human Resource and Development or Ministry of Shipping.

**Note 1 :** Qualifications are relaxable at the discretion of the Union Public Service Commission for reasons to be recorded in writing, in case of candidates otherwise well qualified.

**Note 2 :** The qualification regarding experience is relaxable at the discretion of the Union Public Service Commission for reasons to be recorded in writing, in the case of candidates belonging to Scheduled Castes or Scheduled Tribes, if at any stage of selection, the Union Public Service Commission is of the opinion that sufficient number of candidates from these communities possessing the requisite experience are not likely to be available to fill up the posts reserved for them.

In case of recruitment by promotion or deputation or absorption, grades from which promotion or deputation or absorption to be made	If a Departmental Promotion Committee Exists, what is its composition	Circumstances in which Union Public Service Commission to be consulted in making recruitment
(11)	(12)	(13)
<p>Composite method [promotion plus deputation (Including short term contract)] : Officers from the Central Government or State Governments or Union Territories or Port Trusts or Public Sector Undertakings :</p> <p>(a) (i) Holding analogous posts on regular basis in the parent cadre or organization; or (ii) With five years' service in the posts in the pay band-3, Rs. 15600—39100 with grade pay of Rs. 5400 or equivalent in the parent cadre or department; or</p> <p>(iii) With six years' service in the posts in the pay band-2, Rs. 9300—34800 with grade pay of Rs. 4800 or equivalent in the parent cadre or department; and</p> <p>(b) Possessing the educational qualifications and experience prescribed for direct recruits under column (7).</p>	<p>Group 'A' Departmental Promotion Committee (for confirmation)</p> <ol style="list-style-type: none"> <li>1. Joint Secretary (Administration)—Chairman</li> <li>2. Director (Movement)—Member</li> <li>3. Director (Administration) or Deputy Secretary (Administration)—Member</li> </ol>	<p>Consultation with Union Public Service Commission necessary on each occasion.</p>

**Note 1 :** The Departmental Assistant Director (Shipping) with five years' regular service in the grade will also be considered along with deputationists and in case he is selected for appointment, the post shall be deemed to have been filled by promotion.

**Note 2 :** Where juniors who have completed their qualifying or eligibility service are being considered for promotion, their seniors would also be considered provided they are not short of the requisite qualifying or eligibility service by more than half of such qualifying or eligibility service or two years, whichever is less, and have successfully completed their probation period for promotion to the next higher grade along with their junior who have already completed such qualifying or eligibility service.

**Note 3 :** For the purpose of computing minimum qualifying service for promotion, the service rendered on a regular basis by an officer prior to 01-01-2006, the date from which the revised pay structure based on the Sixth 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 Pay Commission. The Departmental Officers in the feeder category who are in the direct line of promotion will not be eligible for consideration for appointment on deputation or absorption. Similarly, deputationists shall not be eligible for consideration for appointment by promotion.

(11)

[Period of deputation (including short term contract) including 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 to 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 the receipt of applications.]

Note 4 : For the purpose of appointment on deputation basis, the service rendered on a regular basis by an officer prior to 1-1-2006, the date from which the revised pay structure based on the 6th CPC 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 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 where the benefit will extend only for the post(s) for which that grade pay or pay scale is the normal replacement grade without any upgradation.

[F. No. A-42011/04/2009-HR-II]

SOWMENDRA CHANDA, Under Secy.

## कृषि मंत्रालय

(पशुपालन, डेयरी और मत्स्यपालन विभाग)

नई दिल्ली, 21 नवम्बर, 2012

सा.का.मि. 288.— राष्ट्रपति, संविधान के अनुच्छेद 309 के परन्तुक द्वारा प्रदत्त शक्तियों का प्रयोग करते हुए और समेकित मात्स्यकी परियोजना सहायक इंजीनियर (कर्मशाला) भर्ती नियम, 1983 और समेकित मात्स्यकी परियोजना (समूह "ख" पद) भर्ती नियम, 1977 को जहां एक से सहायक इंजीनियर (डिजाइन) के पद से संबंधित हैं उन बातों के सिवाय अधिक्रांत करते हुए, जिन्हें ऐसे अधिक्रमण से पूर्व किया गया है या करने का लोप किया गया है, कृषि मंत्रालय, पशुपालन, डेयरी और मत्स्यपालन विभाग के अधीन सहायक इंजीनियर (कर्मशाला), सहायक इंजीनियर (डिजाइन) और अधीक्षण (योजना, अनुसूचना और नियंत्रण) के पद पर भर्ती की पद्धति का विनियमन करने के लिए निम्नलिखित नियम बनाते हैं, अर्थात् :-

1. संक्षिप्त नाम और प्रारंभ.— (1) इन नियमों का संक्षिप्त नाम भारतीय मात्स्यकी सर्वेक्षण, सहायक इंजीनियर (कर्मशाला), सहायक इंजीनियर (डिजाइन) और अधीक्षण (योजना, अनुसूचना और नियंत्रण) भर्ती नियम, 2012 है।

(2) ये उपपत्र में प्रकाशन की तारीख को प्रवृत्त होंगे।

2. पद संख्या, वर्गीकरण, वेतन बैंड, ग्रेड वेतन या वेतनमान.— उक्त पद संख्या, उसका वर्गीकरण, वेतन बैंड, ग्रेड वेतन या वेतनमान के संबंध में इन नियमों से उपायुक्त अनुसूची के स्तंभ (2) से स्तंभ (4) में विनिर्दिष्ट हैं।

3. भर्ती की पद्धति, आयु-सीमा और अन्य अर्हताएं, आदि.— उक्त पद पर भर्ती की पद्धति, आयु-सीमा, अर्हताएं और उससे संबंधित अन्य बातें वे होंगी जो पूर्वोक्त अनुसूची के स्तंभ (5) से स्तंभ (13) में विनिर्दिष्ट हैं।



**BIO-DATA/ CURRICULUM VITAE PROFORMA**

1.Name and Address (in Block Letters)	
2.Date of Birth (in Christian era)	
3.i) Date of entry into service	
ii) Date of retirement under Central/State Government 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)	
<b>Qualifications/ Experience required as mentioned in the advertisement/ vacancy circular</b>	<b>Qualifications/ experience possessed by the officer</b>
<b>Essential</b>	<b>Essential</b>
A) Qualification	A) Qualification
B) Experience	B) Experience
<b>Desirable</b>	<b>Desirable</b>
A) Qualification	A) Qualification
B) Experience	B) Experience
<p>5.1 <b>Note:</b> This column needs to be amplified to indicate Essential and Desirable Qualifications as mentioned in the RRs by the Administrative Ministry/Department/Office at the time of issue of Circular and issue of Advertisement in the Employment News.</p> <p>5.2 In the case of Degree and Post Graduate Qualifications Elective/ main subjects and subsidiary subjects may be indicated by the candidate.</p>	
6. Please state clearly whether in the light of entries made by you above, you meet the requisite Essential Qualifications and work experience of the post.	
<p>6.1 <b>Note:</b> Borrowing Departments are to provide their specific comments/ views confirming the relevant Essential Qualification/ Work experience possessed by the Candidate (as indicated in the Bio-data) with reference to the post applied.</p>	

7. Details of Employment, in chronological order. Enclose a separate sheet duly authenticated by your signature, if the space below is insufficient.

Office/Institution	Post held on regular basis	From	To	*Pay Band and Grade Pay/Pay Scale of the post held on regular basis	Nature of Duties (in detail) highlighting experience required for the post applied for

\*Important: Pay-band and Grade Pay granted under ACP/MACP are personal to the officer and therefore, should not be mentioned. Only Pay Band and Grade Pay/ Pay scale of the post held on regular basis to be mentioned. Details of ACP/MACP with present Pay Band and Grade Pay where such benefits have been drawn by the Candidate, may be indicated as below;

Office/Institution	Pay, Pay Band, and Grade Pay drawn under ACP / MACP Scheme	From	To

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 on deputation/contract	c) Name of the parent office/organization to which the applicant belongs.	d) Name of the post and Pay of the post held in substantive capacity in the parent organisation
<p><b>9.1 Note:</b> In case of Officers already on deputation, the applications of such officers should be forwarded by the parent cadre/ Department along with Cadre Clearance, Vigilance Clearance and Integrity certificate.</p> <p><b>9.2 Note:</b> Information under Column 9(c) &amp; (d) above must be given in all cases where a person is holding a post on deputation outside the cadre/ organization but still maintaining a lien in his parent cadre/ organisation</p>			

10. If any post held on Deputation in the past by the applicant, date of return from the last deputation and other details.

11. Additional details about present employment:

Please state whether working under (indicate the name of your employer against the relevant column)

- a) Central Government
- b) State Government
- c) Autonomous Organization
- d) Government Undertaking
- e) Universities
- f) Others

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

13. 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

14. Total emoluments per month now drawn

Basis Pay in the PB	Grade Pay	Total Emoluments

15. In case the applicant belongs to an Organisation which is not following the Central Government Pay-scales, the latest salary slip issued by the Organisation showing the following details may be enclosed.

Basic Pay with Scale of Pay and rate of increment	Dearness Pay/interim relief /other Allowances etc., (with break-up details)	Total Emoluments

16.A Additional information, if any, relevant to the post you applied for in support of your suitability for the post.  
(This among other things may provide information with regard to (i) additional academic qualifications (ii)

<p>professional training and (iii) work experience over and above prescribed in the Vacancy Circular/Advertisement)</p> <p>(Note: Enclose a separate sheet, if the space is insufficient)</p>	
<p><b>16.B Achievements:</b> The candidates are requested to indicate information with regard to;</p> <p>(i) Research publications and reports and special projects (ii) Awards/Scholarships/Official Appreciation (iii) Affiliation with the professional bodies/institutions/societies and; (iv) Patents registered in own name or achieved for the organization (v) Any research/ innovative measure involving official recognition vi) any other information. (Note: Enclose a separate sheet if the space is insufficient)</p>	
<p>17. Please state whether you are applying for deputation (ISTC)/Absorption/Re-employment Basis.# (Officers under Central/State Governments are only eligible for "Absorption". Candidates of non-Government Organizations are eligible only for Short Term Contract)</p>	
<p># (The option of 'STC' / 'Absorption'/'Re-employment' are available only if the vacancy circular specially mentioned recruitment by "STC" or "Absorption" or "Re-employment").</p>	
<p>18. Whether belongs to SC/ST</p>	

I have carefully gone through the vacancy circular/advertisement and I am well aware that the information furnished in the Curriculum Vitae duly supported by the documents in respect of Essential Qualification/ Work Experience submitted by me will also be assessed by the Selection Committee at the time of selection for the post. The information/ details provided by me are correct and true to the best of my knowledge and no material fact having a bearing on my selection has been suppressed/ withheld.

(Signature of the candidate)

Address \_\_\_\_\_

\_\_\_\_\_

Date \_\_\_\_\_

**Certification by the Employer/ Cadre Controlling Authority**

The information/ details provided in the above application by the applicant are true and correct as per the facts available on records. He/she possesses educational qualifications and experience mentioned in the vacancy Circular. If selected, he/she will be relieved immediately.

2. Also certified that;

- i) There is no vigilance or disciplinary case pending/ contemplated against Shri/Smt. \_\_\_\_\_
- ii) His/ Her integrity is certified.
- iii) His/ Her CR Dossier in original is enclosed/photocopies of the ACRs for the last 5 years duly attested by an officer of the rank of Under Secretary of the Govt. of India or above are enclosed..
- iv) No major/ minor penalty has been imposed on him/ her during the last 10 years Or A list of major/ minor penalties imposed on him/ her during the last 10 years is enclosed. (as the case may be)

Countersigned

\_\_\_\_\_  
(Employer/ Cadre Controlling Authority with Seal)