

No. Q-14012/1/2017-Admin\_6 [E-4937]

Government of India



Ministry of Fisheries, Animal Husbandry and Dairying,  
Department of Animal Husbandry and Dairying,  
Admn-6 (NLM Division)

Ground Floor, Chanderlok Building,  
36, Janpath, New Delhi-110001  
Dated the 03<sup>rd</sup> March, 2023

To,

1. All Secretaries to the Government of India
2. The Secretary, ICAR, Krishi Bhawan, New Delhi-110001
3. The Secretary, Department of Agriculture  
(All State Government and Union Territories)
4. The Secretary, Department of Animal Husbandry  
(All State Government and Union Territories)
5. The Registrar, All Agriculture Universities
6. The Director, All Recognized Research Institutions
7. The CMD, All Public Sector Undertakings
8. The Chairman, Statutory Organisations
9. The Chairman, Autonomous Bodies.

**Subject:** Recruitment to two (2) vacant posts of Fodder Agronomist, Group 'A', Gazetted, Non-Ministerial in the Level-10 (Rs. 56100-177500/-) of the pay matrix in various Regional Fodder Stations, subordinate offices under National Livestock Mission (NLM) Division of this Department on Deputation (including short-term contract) basis - regarding.

Sir,

I am directed to state that it is proposed to fill up two vacant posts of Fodder Agronomist, Group 'A', Gazetted, Non-Ministerial in various Regional Fodder Stations, subordinate offices under National Livestock Mission (NLM) Division of this Department on Deputation (including short-term contract) basis. The details of the vacancies along with method of recruitment are as under:

S. No.	Name of the post, classification and scale	No. of vacancies	Method of recruitment
1	Fodder Agronomist in Level-10 of the pay matrix corresponding to pre-revised Pay Band of Rs. 15,600-39,100/- + Grade Pay of Rs. 5400/-	02	Deputation (including short term contract)

2. The field of selection and the educational qualifications as per provisions of Recruitment Rules along with duties attached to the said post are as under:

**Eligibility for Deputation (including short-term contract)/ absorption:**

Officers under the Central Government or State Governments or Union territory Administration or recognised research institutions or public sector undertakings or statutory organisation or autonomous bodies.

- (a) (i) holding analogous posts on regular basis in the parent cadre or department; or  
(ii) with eight years regular service in the grade rendered after appointment thereto on regular basis in level 6 (Rs. 35400-112400) in the pay matrix or equivalent in the parent cadre or department; and
- (b) possessing the following educational qualifications and experience as prescribed for direct recruits:

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**Essential:**

**Qualification:** Post Graduate degree in Agronomy or in Agriculture with specialisation in Agronomy from a recognised University or institute.

**Experience:** Three years experience in planning and organization of fodder farming or research or extension work in fodder production in any Central Government organisation or the State Government organisation, public sector undertaking or autonomous body or semi- Government organisation or recognised institute.

**Desirable:**

**Qualification:** Doctorate degree in Agronomy from a recognised university or institute.

**Note 1.-** The qualification is relaxable at the discretion of the Union Public Service Commission for reasons to be recorded in writing, in the 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 the Scheduled Castes or the 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 vacancies reserved for them.

**Note-1:** The departmental officers in the feeder category who are in the direct line of promotion shall not be eligible for consideration for appointment on deputation. Similarly, the deputationists shall not be eligible for consideration for appointment by promotion.

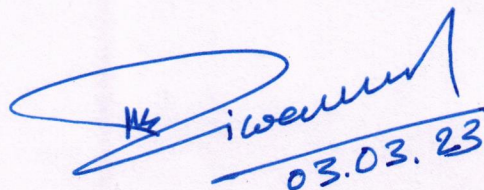
**Note-2:** Period of deputation (including short-term contract) including period of deputation (including short-term contract) in another ex-cadre post held immediately preceding this appointment in the same or some other organisation or department of the Central Government shall ordinarily not to exceed three years.

**Note-3:** The maximum age-limit for appointment by deputation (including short-term contract) shall be not exceeding fifty-six years as on the closing date of receipt of application.

**Duties attached to the post:-**

- To assist the Director in managing farm operations conducting extension work including demonstration and minikit programmes trials of newly evolved fodder varieties and training programme etc.
- Preparing of technical cropping programme.
- Assist the Director for fulfil the target and achievement in connection with feed and fodder development activities of the farm.
- Assist the director for planning and implementation of the schemes in farm as well as concerned state.
- Supervision and organize regular fodder demonstration.
- Assist the Director for organize the training programmes to the officers of concerned states as well as NGOs and Farmers.
- Organize Farmer's day at village's level in all concerned states as well as at the station.

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- Introduced the new technology of fodder production in the farm as well as in the farmers' field.
- All administrative and technical work in the absence of Director.

3. The Officer selected on deputation (ISTC), may elect to draw either the pay in the Level (in the Pay Matrix)/Scale of pay of deputation post or his/her basic pay in the parent cadre plus Deputation (Duty) Allowance thereon plus Personal Pay, if any. The other service conditions of the officer selected on deputation (ISTC) would be governed by the rules and regulations issued by the concerned nodal departments of Central Government.

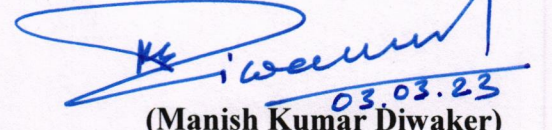
4. **Application in triplicate, in the enclosed Performa along with the complete up-to-date CR dossiers (last five years) of officers** who are willing to be considered and can be spared in the event of their selection, may be sent to this Department. While forwarding applications, it may be verified and certified that particulars furnished by the candidates are correct and that no vigilance case is either pending or contemplated against them and their integrity is beyond doubt. A statement on imposition of penalty during the last 10 years may also be provided. A cadre clearance certificate in respect of candidate may also be forwarded to this Department.

5. Applications received after the due date or found incomplete will not be considered. Applications should reach this Department through proper channel **within 60 days** from the date of publication of advertisement to the following address:

Shri Manish Kumar Diwaker,  
Under Secretary (Admn.NLM),  
Ministry of Fisheries, Animal Husbandry and Dairying,  
Department of Animal Husbandry and Dairying,  
Ground Floor, Chanderlok Building,  
36,Janpath, New Delhi-110001  
Email: mk.diwaker@nic.in

Yours faithfully,

Encl: as above.



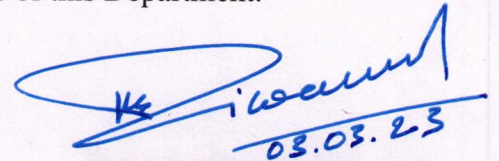
(Manish Kumar Diwaker)

Under Secretary to the Government of India

Tel. No. 011-23311040

**Copy with enclosures forwarded to:-**

1. All Ministries/ Departments of the Government of India. It is requested that the vacancies may be given wider publicity in their subordinate and attached offices, Public Undertakings and other autonomous bodies under their administrative control.
2. All attached and subordinate offices of the Department of Animal Husbandry and Dairying and Department of Fisheries.
3. Director (NIC), DAHD for uploading the same on the website of this Department.
4. Guard file/ Spare Copies.



(Manish Kumar Diwaker)

Under Secretary to the Government of India

Tel. No. 011-23311040

**BIO-DATA/ CURRICULUM VITAE PROFORMA FOR THE POST OF FODDER AGRONOMIST**

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) <b>Qualification:</b> Post Graduate degree in Agronomy or in Agriculture with specialisation in Agronomy from a recognised University or institute.	A) Qualification
B) <b>Experience:</b> Three years' experience in planning and organization of fodder farming or research or extension work in fodder production in any Central Government organisation or the State Government organisation, public sector undertaking or autonomous body or semi- Government organisation or recognised institute.	B) Experience
<b>Desirable</b>	<b>Desirable</b>
A) <b>Qualification:</b> Doctorate degree in Agronomy from a recognised university or institute.	A) Qualification
B) Experience ---N.A.	B) Experience
<p><b>5.1 Note:</b> This column needs to be amplified to indicate essential and Desirable Qualifications as mentioned in the RRs by the <b>Administrative Ministry/Department/Office</b> 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 <b>by the candidate</b>.</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><b>6.1 Note: 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.</b></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 Level/ Pay scale of the post held on regular basis	Nature of duties (in detail) highlighting experience required for the post applied for
*Important: Pay Level/ Scale granted under ACP/MACP are personal to the officer and therefore, should not be mentioned. Only Pay Level/ Pay scale of the post held on regular basis to be mentioned. Details of ACP/MACP with present Pay Level/Scale where such benefits have been drawn by the Candidate may be indicated as below;					
Office/Institution	Pay Level/ Scale drawn under ACP/MACP		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	
9.1 Note: 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.					
9.2 Note: Information under Column 9(c) & (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					
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		
Basic Pay in the Pay Level/Scale	Pay Level	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 Level/ Scale of Pay and rate of increment	Dearness Pay/interim relief /other Allowances etc., (with break-up details)	Total Emoluments
<p><b>16. A Additional information</b>, 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) professional training and (iii) work experience over and above prescribed in the Vacancy Circular/ Advertisement)</p> <p><b>(Note: Enclose a separate sheet, if the space is insufficient)</b></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.</p> <p><b>(Note: Enclose a separate sheet if the space is insufficient)</b></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)	
# (The option of 'STC' / 'Absorption'/Re-employment' are available only if the vacancy circular specially mentioned recruitment by "STC" or "Absorption" or "Re-employment").	
18. Whether belongs to SC/ST	

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 ACRs/APARs for the last 5 years in original is enclosed/photocopies of the ACRs/APARs 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)**



## **Annexure-II**

Points to be noted by the Borrowing/ Parent Department/ Office to be highlighted in DOP&T circular for compliance by the Ministries/ Departments]

1. Vigilance Clearance will not normally be granted for a period of 3 years after the currency of punishment, if a minor penalty has been imposed on an officer. In case of imposition of a major penalty, Vigilance Clearance will not normally be granted for a period of 5 years after the currency of punishment in terms of DOP& T O.M. No.11012/11/2007-Estt.(A) dated 14.12.2007.

2. While forwarding applications in respect of officers who are about to complete their 'cooling-off' period shortly the instructions of DOP& T as contained in O.M. No.2/1/2012-Estt.(Pay.II) dated 04.01.2013 may be strictly adhered to.

3. A copy of the Application format may be provided by the Borrowing Department in their website in a downloadable form as Word Document along with the advertisement.

4. In the case of a vacancy already existing at the time of issue of communication inviting nominations/ publication in the Employment News, the eligibility may be determined with reference to the last date prescribed for receipt of nominations in the concerned administrative Ministry/Department. In the case of an anticipated vacancy, the crucial date for determining eligibility should be the date on which the vacancy is expected to arise.

5. It shall be prominently mentioned in the vacancy circular/ advertisement that the applications/CV not accompanied by supporting certificates/ documents in support of Qualification and Experience claimed by the candidates would not be processed for determining the eligibility of the candidates for the selection.

6. Crucial date for determining the eligibility of the applicants will be counted after excluding the first date of publication of the vacancy/ post in the Employment News. i.e., For the vacancy published in the Employment News of 18-24 Jan. 2014, the crucial date will be counted from the 19th Jan. 2014 (excluding the first date of publication).

7. To facilitate determination of eligibility of the applicants working in Public Sector Undertakings/ Autonomous organizations not following the Central Government Scales, their equivalent scales of pay/posts may be confirmed by the borrowing Department. Where necessary, details in this regard may also be ascertained from the lending Department.