

No.A- 12025/01/2019-Admn.I
Government of India
Ministry of Agriculture & Farmers Welfare
Department of Animal Husbandry, Dairying and Fisheries

Krishi Bhavan, New Delhi
Date: 15/10/2019

To,

1. All Secretaries to the Government of India
2. The Secretary, DARE, New Delhi
3. The Secretary, Department of Animal Husbandry,
(All State Government and Union Territories)
4. The Registrar, All Agricultural Universities
5. The Director, all Autonomous/Statutory Bodies/Public Sector Undertakings
/Recognized Research Institutions
6. The Director, Animal Husbandry/Dairying/Fisheries (All State Governments and
Union Territories)
7. NIC for uploading the vacancy circular on the website of the department.

Subject: Recruitment to one post of Joint Commissioner (Animal Husbandry) in Level-13 of pay matrix (Rs.1,23,100-2,15,900) in the Ministry of Agriculture & Farmers Welfare, Department of Animal Husbandry, Dairying and Fisheries on deputation including short term contract basis.

Sir,

I am directed to say that it is proposed to fill up one vacant post of Joint Commissioner (Animal Husbandry) in the Ministry of Agriculture & Farmers Welfare, Department of Animal Husbandry, Dairying & Fisheries in the General Central Service, Group 'A' Gazetted, Non-Ministerial in Level-13 in the pay matrix (Rs.1,23,100-2,15,900) on deputation (including short term contract) basis from amongst:

(i) Officers under the Central Government or State Governments or Union Territory Administration or Public Sector Undertakings or Universities or Recognised Research Institutions or Semi Government or Autonomous Bodies or Statutory Organizations or Councils:

a) (i) Holding analogous posts on regular basis in the parent cadre or Department; or
(ii) With five years' regular service in the grade rendered after appointment thereto on a regular basis in the post in the Level-12 (Rs.78,800-2,09,200) in the pay matrix or equivalent in the parent cadre or Department; and

b) Possessing the following educational qualifications and experience:

ESSENTIAL:-

- i) Bachelor's Degree in Veterinary Science and Animal Husbandry as listed in the First and Second Schedule of the India Veterinary Council Act, 1984.
- ii) Registration in the Veterinary Council of India or Veterinary Council of States.

iii) Ten years' experience in Cattle and Livestock Development or Poultry or animal health or meat and meat products from Central or State Government or Union Territory Administration Departments or Statutory or Autonomous Institutes or related organisations recognized by the Government.

Desirable:-

Post Graduate Degree in any branch of Veterinary Science and Animal Husbandry from recognized University or Institution or equivalent.

Note 1: The departmental officers in the feeder category who in the direct line of promotion will not be eligible for consideration for appointment on deputation/ absorption. Similarly, 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 five years. 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.

2. The duties and responsibilities attached with the post of Joint Commissioner (Animal Husbandry) are given below:

- i) Formulation and setting up of the Centrally sponsored/Central Schemes in Livestock, Animal Health, Meat & Meat Products and Poultry Sectors.
- ii) To supervise and advise in implementation of Livestock and Poultry Sector Schemes of the Central Government.
- iii) Analysis of the physical/financial progress report of Central Sector/Centrally Sponsored Schemes of Livestock and Poultry Sectors.
- iv) To guide in policy and planning matters related of the Livestock and Poultry Sectors in the Department.
- v) To coordinate with international bodies, institutions like OIE, APHCA and FAO in policy, planning and other latest development in the field of livestock and poultry sector.
- vi) To prepare answer to the Parliament Questions and Assurance related to schemes, policy and development matters relating to Livestock and Poultry Sectors.
- vii) To assist higher officers in his duties.
- viii) To coordinate inter-departmental issues related to Livestock, Animal Health, Meat & Meat Products and Poultry Sectors.

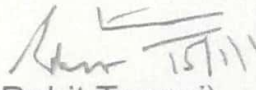
(Period of deputation including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other Organization/Department of the Central Government shall not exceed 5 (five) years. The maximum age limit for appointment by deputation (including short-term contract) shall be not exceeding 56 years as on the closing date of receipt of applications).

3. It is requested that applications (in duplicate) and countersigned by the employer of willing and eligible officers in the enclosed proforma, along with the following documents may please be forwarded to this department within 60 days from the date of issue of this letter or from the date of advertisement of vacancy in the Employment News, whichever is later:

- i) Copies of last five years Confidential Reports Dossier, each page duly attested by an officer not below the rank of Under Secretary,
- ii) Duly attested cadre clearance certificate i.e. in the event of the selection of the candidate the parent organization will have no objection to relieve him,
- iii) Duly attested minor/major penalties certificate of last ten years,
- iv) Duly attested vigilance clearance certificate,
- v) Duly attested integrity certificate.

4. While forwarding the applications, it may also be verified and certified that the particulars furnished by the officers are correct. It may also be noted that applications received after due date or without requisite documents, will not be considered.

Yours faithfully,

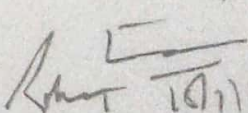

(Rohit Tewari)

Under Secretary to the Government of India
Telefax: 23382779

Encl:- As above.

Copy for information/necessary action to:

1. All Ministries/Departments of the Government of India. It is requested that the vacancy may please be given wide 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, Dairying and Fisheries.
3. Director (NIC), DADF for uploading the same to the Department's website.
4. Guard file/Spare copies(20)


(Rohit Tewari)

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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)	

Qualifications/ Experience required as mentioned in the advertisement/ vacancy circular	Qualifications/ experience possessed by the officer
Essential	Essential
A) Qualification	A) Qualification
B) Experience	B) Experience
Desirable	Desirable
A) Qualification	A) Qualification
B) Experience	B) Experience

5.1 Note: 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.

5.2 In the case of Degree and Post Graduate Qualifications Elective/ main subjects and subsidiary subjects may be indicated by the candidate.

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.	
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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.

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
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			

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)

professional training and (iii) work experience over and above prescribed in the Vacancy Circular/Advertisement)	
(Note: Enclose a separate sheet, if the space is insufficient)	
16.B Achievements: The candidates are requested to indicate information with regard to: (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)	
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 _____

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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)