

No. A-12025/01/2021-Admn.1/(E-18705)
Government of India
Ministry of Fisheries, Animal Husbandry and Dairying
Department of Animal Husbandry and Dairying

Krishi Bhawan, New Delhi - 110001
Dated, the 6th December, 2024

To,

1. All Secretaries to the Government of India.
2. The Secretary, ICAR, Krishi Bhawan, New Delhi - 110001.
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 (01) post of Animal Husbandry Commissioner, General Central Service, Group A Gazetted in Level-15 (Rs. 182200-224100) of the Pay Matrix in the Ministry of Fisheries, Animal Husbandry and Dairying, Department of Animal Husbandry and Dairying on deputation (Including Short Term Contract) basis - reg.

Madam/Sir,

I am directed to say that it is proposed to fill up one vacancy to the post of Animal Husbandry Commissioner in the Ministry of Fisheries, Animal Husbandry and Dairying, Department of Animal Husbandry and Dairying in the General Central Service, Group 'A' Gazetted in Level-15 (Rs. 182200-224100) of the Pay Matrix on deputation (Including Short Term Contract) basis. The anticipated date of vacancy is 01.11.2025. The officers who fulfill the eligibility conditions as on 01.11.2025 i.e. the date of anticipated vacancy, may apply for the above post.

The eligibility conditions are enclosed as ANNEXURE-I.

2. Applications in triplicate, in the enclosed Bio-data and C.V. Proforma along with the complete up-to-date photocopies of the CR/ APAR dossiers (Last Five (05) years i.e. 2019-20 to 2023-24) of officers who are willing to be considered and can be spared, in the event of their selection, may be sent to this Department. **Each page of the photocopy of the CR/ APAR should be attested by the officer not below the rank of Under Secretary in the Central Government.** 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 the candidate may also be forwarded to this Department.

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3. Applications received after the due date or found incomplete will not be considered. Applications complete in all respects should reach this Department THROUGH PROPER CHANNEL within 60 days from the date of issuance of this letter or from the date of publications of the vacancy in the Employment News/ Rozgar Samachar whichever is later to the following address: -

Shri Pankaj Kumar Sinha,
Under Secretary to the Govt. of India,
Room No. 532,
Department of Animal Husbandry and Dairying,
Krishi Bhawan, New Delhi - 110001.
Email id: manuj.gupta@nic.in

Encl.: Bio-data/ C.V. Proforma

Yours faithfully,

H.K.V.
6/12/24

(Vikash Kumar Vikrosy)
Under Secretary to the Govt. of India
Tel. 011-23382779
Email id: manuj.gupta@nic.in

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).

ANNEXURE-I

1.	Name of the Post	Animal Husbandry Commissioner
2.	Number of Posts	01 (one)
3.	Date from which the post is vacant	01.11.2025 (Anticipated Vacancy)
4.	Classification	General Central Service, Group 'A' Gazetted
5.	Pay Band	Level-15 (Rs. 182200-224100) of Pay Matrix
6.	Period of Deputation	Period of Deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other Organization or Department of the Central Government shall not exceed 05 (five) years.
7.	Age	The maximum age-limit for appointment by transfer on deputation (including short-term contract) shall be not exceeding fifty-eight years as on the closing date of the receipt of application.
8.	Duties and responsibilities of the post	<ol style="list-style-type: none">i) All technical matters pertaining to Animal Health and Production, Animal Genetic Resources, Animal Germplasm/ Biodiversity, Animal Care & Welfare;ii) Bio-Security and quarantine issues/ programmes;iii) Interface with the National and International Organizations related to Livestock Production and Health;iv) All matters pertaining to Veterinary Council of India;v) Technical Matters related to trade issues;vi) Preparation and formulation of Livestock Development plans and schemes including National Livestock Policy;vii) Liaison with State Departments of Animal Husbandry;viii) Liaison with Research Institutions and applications of their recommendations;ix) Technical Supervision of Government of India Projects;x) Planning of Training of technical personnel under various schemes;xi) Setting up of BSI Standards for Livestock Products;xii) Monitoring of drugs and pesticides residues in the livestock products, meat and dairy products.
9.	Pay & Allowances	Level-15 (Rs. 182200-224100) of the Pay Matrix in the 7 th CPC

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		<p>Pay will be fixed as per Department of Personnel & Training's Office Memorandum No. 6/8/2009-Estt.(PayII) dated 17th June, 2010 and on the basis of guidelines issued by DoP&T from time to time on the subject.</p>
10.	<p>Qualifications, Experiences and Eligibility required for the post</p>	<p>The officers working under the Central Government or State Governments or Union Territories or Agricultural Universities or Indian Council of Agricultural Research or Recognized Research Institutions:</p> <p>a. (i) holding analogous posts on regular basis; or (ii) with three years' regular service in posts in level-14 (Rs. 144200-218200) in the pay matrix or equivalent; or (iii) with five years' regular service in posts in level-13A (Rs.131100-216600) in the pay matrix or equivalent;</p> <p>b. Possessing the following educational qualifications and experience, namely:</p> <p>(i) Degree in Veterinary Science or Degree in Veterinary Science and Animal Husbandry from a recognized University or equivalent. (ii) Post Graduate Degree in any branch of Veterinary Science or Animal Husbandry from a recognized University or equivalent. (iii) 23 years' experience in Livestock Animal Husbandry Development or of research in the field of Veterinary Science or Animal Husbandry.</p>

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BIO-DATA/ CURRICULAM VITAE PROFORMA

1. Name and Address (in Block Letters)	
2. Date of Birth (in Christian era)	
3. (i) Date of entry into service	
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 (i) Degree in Veterinary Science or Degree in Veterinary Science and Animal Husbandry from a recognized university or equivalent. (ii) Post-Graduate Degree in any branch of Veterinary Science or Animal Husbandry from a recognised University or equivalent.	A) Qualification
B) Experience 23 years experience in Livestock Animal Husbandry development or of research in the field of Veterinary Science or Animal Husbandry.	B) Experience
<p>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.</p> <p>5.2 Note: 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 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.</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/ 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/ 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/ 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 organization.
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.			

<p>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/ organization.</p>	
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<p>10. If any post held on Deputation in the past by the applicant, date of return from the last deputation and other details.</p>	
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<p>11. Additional details about present employment: Please state whether working under (indicate the name of your employer against the relevant column)</p> <p>(a) Central Government (b) State Government (c) Autonomous Organization (d) Government undertaking (e) Universities (f) Others</p>	
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<p>12. Please state whether you are working in the same Department and are in the feeder grade or feeder to feeder grade.</p>	
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<p>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.</p>	
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<p>14. Total emoluments per month now drawn</p>		
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Basic Pay in the Pay Level/ Scale	Pay Level	Total Emoluments

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

<p>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</p>	
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<p>academic qualifications (ii) 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>16.B Achievements:</p> <p>The candidates are requested to indicate information with regard to;</p> <p>i) Research publications and reports and special projects</p> <p>ii) Awards/ Scholarships/ Official Appreciation</p> <p>iii) Affiliation with the professional bodies/ institutions/ societies and;</p> <p>iv) Patents registered in own name or achieved for the organization.</p> <p>v) Any research/ innovative measure involving official recognition.</p> <p>vi) Any other information.</p> <p>(Note: Enclose a separate sheet, if the space is insufficient)</p>	
<p>17. Whether belongs to SC/ ST/ OBC</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 _____

Email Id _____

Mobile No. _____

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. She/he possesses educational qualifications and experience mentioned in the vacancy Circular. If selected, She/he will be relieved immediately.

2. Also certified that;

- i) There is no vigilance or disciplinary case pending/ contemplated against Smt./Shri _____
- ii) Her/ His integrity is certified.
- iii) Her/ His 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 her/ his during the last 10 years **or** A list of major/ minor penalties imposed on her/ him 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. 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.