No. 9/2/2018-EO (MM-II)
Government of India
Ministry of Personnel, Public Grievances & Pensions
Department of Personnel & Training
(Office of the Establishment Officer)

North Block, New Delhi
Dated, the March, 2021

To,

1. **The Chief Secretaries**
   All State Governments,

2 **All Secretaries**
Ministries/Departments of Government of India

Subject: Filling up the post of Financial Adviser in National Company Law Tribunal (NCLT) under the Ministry of Corporate Affairs.

It is proposed to fill up the post of Financial Adviser in National Company Law Tribunal (NCLT) under the Ministry of Corporate Affairs on deputation basis.

2. Officers of the rank of Deputy Secretary/Director level from the All India Services and from the Organized Group 'A' services of the Government of India, eligible for appointment under Central Staffing Scheme are eligible for the post. The period of deputation is 4/5 years at Deputy Secretary/Director level respectively.

3. The post may be circulated amongst officers eligible to be appointed as Deputy Secretary/Director in the Government of India on priority basis. Names of willing and eligible officers who can be spared may be forwarded to this Department along with **cadre clearance, vigilance clearance, detailed bio-data in the enclosed proforma and CR Dossiers for the last five years**. For officers working in the cadre, it may also be ensured that the 'Cooling off', after a previous stint on deputation, if any, is completed and the officer is eligible for appointment on Central Deputation as per instructions.

4. This post is a Non-Central Staffing Scheme post to be filled up through the Civil Services Board (CSB) procedure. It may be noted that no 'Mandatory Posting Certificate' for allotment/retention of Government accommodation would be issued by this office to the officer appointed on the above referred post. However, those officers who have served and are currently serving on Central Staffing Scheme post in Delhi for at least four years and require to retain Government accommodation, would be issued a certificate to the effect that the officer concerned has served for at least four years in a CSS post and he/she needs to retain Government accommodation for his/her tenure on the non-CSS post.

5. It is requested that the application(s) of the eligible candidate(s) may please be forwarded so as to reach this Department by 09.04.2021.

Yours faithfully,

(Khushboo Goel Chowdhary)
Deputy Secretary to the Government of India
Ph. No. 23092842

Copy to:

1. Ministry of Corporate Affairs [Shri Riazul Haque, Under Secretary] A Wing 5th Floor, Shastri Bhawan, New Delhi.
2. PA to DS (MM) for uploading through bulk e-mail system.

Bio-Data

1.	Name		:			
2	Date of Birth		:			
3	Service & Cadre		:			
4	Batch		:			
5	Contact Telephone No. (O), (R), (M)					
6	Educational Qualifications		:			
7	Date of joining service		:			
8	Present Pay Level		:			
9	Date of grant of Level 13 or Grade Pay of 8700/-		:			
10	Complete Experience/Posting Profile		:			
S. No	Period	Post held/Organization	Cadre post/ Deputation post		Place of Posting	Brief Description
11	Whether clear from Vigilance Angle		:	Yes/No		
12	Whether the officer has been on deputation earlier. If so please provide details of organization, nature of deputation and period (dates) of deputation		:	Yes/No		
13	Whether the officer is debarred from deputation under the Central Staffing Scheme		:	Yes/No		

14. Certified that the above particulars are correct and complete.

Signature of the applicant
Date:_____

Signature
Name/Designation & Rubber Stamp
of officer certifying the above Particulars

Note:
Columns 1-10 to be filled in by applicant.
Columns 11-14 to be filled in by Ministry/Department concerned