F.No.21/02/2020-CS-I (Coord)
Ministry of Personnel, Public Grievances Pension
Department of Personnel & Training
(C.S.I Division)
****

2nd Floor, 'A' wing,
Lok Nayak Bhawan,
Khan Market, New Delhi
Dated 08st January, 2021

OFFICE MEMORANDUM

Subject:- Filling up the posts in the office of Petroleum and Natural Gas Regulatory Board (PNGRB) on deputation basis.

The undersigned is directed to circulate the vacancy circular No. PNGRB/Admin/12-HRD (2)/2020 dated 14th December, 2020 (along with enclosures) received from office of the Joint Adviser (Admin), Petroleum and Natural Gas Regulatory Board (PNGRB) who have invited application from eligible officers for filling up vacant posts of Joint Advisor (Level 13), Deputy Director (Level 11) and Assistant Director (Level 10) on deputation on foreign service terms basis.

2. It may be noted that cadre clearance from C.S.I Division will be required in case of any Under Secretary and above level officers of CSS submit his candidature for the deputation post.

3. In case of any further clarification, applicants are requested to contact the concerned Ministries/Departments.

(Amit Ghosal)
Under Secretary to the Government of India
Tele:- 24629412

To,

All Ministries/Departments (through DOPT's website)

पेट्रोलियम एवं प्राकृतिक गैस विनियामक बोर्ड
Petroleum and Natural Gas Regulatory Board
प्रथम तल, वर्ल्ड ट्रेड सेंटर, बाबर रोड, नई दिल्ली – 110001
1st Floor, World Trade Centre, Babar Road, New Delhi – 110001

File No. PNGRB/Admin/12-HRD(2)/2020 14th December, 2020

OFFICE MEMORANDUM

Subject: - Filling up of posts in the office of Petroleum and Natural Gas Regulatory Board (PNGRB) on deputation basis.

The Petroleum and Natural Gas Regulatory Board (PNGRB) invites applications for filling up of following posts in the office of PNGRB on deputation on foreign service terms basis. The details of the posts along with eligibility criteria are given below:

Sl. No.	Name of the post	No. of posts @	Level in pay matrix or pay scale
1.	Joint Advisor (Equivalent to Group 'A' post)	04	Level - 13 in the pay matrix (Rs. 123100-215900). Should be holding analogous post in the Central Government (or) holding a post with five years' experience in level – 12 in the pay matrix of Rs. 78800 – 209200 on regular basis.
2.	Deputy Director (Equivalent to Group 'A' post)	04	Level – 11 in the pay matrix (Rs. 67700 - 208700). Should be holding analogous post in the Central Government (or) holding a post with five years' experience in level – 10 in the pay matrix of Rs. 56100 – 177500 on regular basis.
3.	Assistant Director (Equivalent to Group 'A' post)	02	Level – 10 in the pay matrix (Rs. 56100 - 177500). Should be holding analogous post in the Central Government (or) holding a post with five years' experience in level–9 in the pay matrix of Rs. 53100 – 167800 on regular basis.

@ The vacancies are liable to change without notice.

2. The appointment will be made on deputation on foreign service terms basis initially for a period of three years, which may be extended for successive terms one year each for a maximum period of two years, at the discretion of the Board in accordance with the general guidelines issued by the Central Government. The maximum age limit for appointment on deputation basis shall be not exceeding 56 years as on the closing date of receipt of applications by PNGRB. The PNGRB reserves the right not to fill up any or all the above vacancies.

3. Apart from basic pay, the posts carry DA, HRA and Transport Allowance etc. as per the rates applicable to the Central Government employees from time to time. The fixation of pay/ deputation (duty) allowance shall be governed by instructions issued by DOP&T from time to time.

4. The application in the prescribed pro-forma **(Annexure – I)**, together with all necessary documents i.e., cadre clearance, vigilance clearance, copies of APARs etc. and 'Certificate from the Employer' **(Annexure-II)** may be sent to the undersigned, through proper channel, latest by 27th January 2021.

5. It is clarified that any form of conditional forwarding from the employer or applications received without the prescribed documents and 'Certificate of Employer' will be rejected.

6. This may kindly be given wide publicity.

14/12/2020

(Anil Kumar Garg)
Joint Adviser (Admin)

Encl: **As above.**

To

1. The Secretary, Ministry of Petroleum and Natural Gas, Shastri Bhavan, New Delhi.
2. The Director (CS), Department of Personnel & Training, North Block, New Delhi – 110001 with the request to get this O.M. placed on the DoPT website.
3. All the Ministries/Departments of the Government of India as per list.

Annexure - I

FORMAT OF APPLICATION

		Copy of passport size photograph to be pasted here
1	Name in Full (IN BLOCK LETTERS)	
2	Post Applied For (Separate applications are to be sent for different posts)	
3	Date of Birth (DD/MM/YYYY)	
4	Date of superannuation (DD/MM/YYYY)	
5	Service to which you belong	
6	Satus of your present employer (Pl. specity whether Central Govt./State Govt./ Autonomous/ others)	
7	Initial date of appointment in Govt. service	
8	Officer address with Telephone No.	
9	Residence Address with Telephone No.	
10	Present post held, along with Pay Level and present Basic Pay/ Pay Scale/ Pay Band and Grade Pay of the post held	

11 **Educational Qualification (Matriculation onwards):**

Exam passed	Name of University/ Institute/ Board	Year of passing	Duration of Course	Subjects	Percentage of Marks (Pl. mention Distinction, if any)

12	**Professional/Technical Qualifications**						
	Exam passed	Name of University/ Institute/	Year of passing	Duration of Course	Subjects	Percentage of Marks (Pl. mention Distinction, if any)	

13	Details of employment in chorological order (if needed, enclose a sperarate sheet duly authenticated by your signature in the format given below):						
	Name of Office/ Instt./ Organisation	Post Held (Designation)	Period of service		Nature of Appointment (Regular/ Ad-hoc/ Deputation)	Scale of Pay i.e. Pay Level/ Pay Band and Grade Pay#	Nature of Duties
			From	To			

14	Details of experience in chronological order, if any, of handling investigation/ 'enforcement' of any economic/ regulatory law dealing with regulation/ investigation and experience in Competition Law/ Matters (Mention the name of the Economic Laws etc. & specify number of years of such experience):

15	Nature of present employement i.e. Permananet/ Ad-hoc/ Temporaty)	
16	In case the present employment is held on deputation, please state: a) The date of initial appointment. b) Period of appointment with address c) Name of the parent office/organisation.	

17	Details of training undergone:	
18	Details of proficiency in computer:	
19	Any other information, applicant wants to furnish:	
20	Please state briefly how you find yourself best suitable for the post applied for:	

Applicants not holding the post in the Pay Matrix Pay scales/ Pay Band & Grade Pay pertaining to Central Government should indicate the equivalence of their pay scale vis-a- vis the Central Government's pay scales and also furnish supporting documents in this regard.

I have carefully gone through the vacancy circular/ advertisemnt and I am well aware that the Curriculum Vitae duly supported by documents submitted by me will also be assessed by the Selection Committee at the time of selection for the post. It is also certified that the information furnished above is correct and true to the best of my knowledge. In the event of my selectin I shall abide by the terms and conditions of services attached to the post.

Place: -

Signature:

Date: -

Name:

Annexure - II

(Certificate to be furnished by the Employer/ Head of office/ Forwarding authority)

Certificate that the information/ details provided in the attached application by the applicant are true and corrected as per the facts available on records. He/she possesses educational/professional qualifications and experience as mentioned in vacancy circular. If selected, he/she will be relieved immediately.

2. It is also certified: -

i. That there is no vigilance/ disciplinary case or criminal case pending or contemplated against Shri/ Smt./ Ms. _____.

ii. That his/ her integrity is certified.

iii. That his/ her CR/ APAR dossier in original is enclosed/ photocopies of the ACRs/ APAR for the last five years duly attested by an officer of the rank of Under Secretary to the Govt. of India or above, are enclosed.

iv. That no major/ minor penalty has been imposed on him/ her during that last ten years or A list of major/ minor penalties imposed on him/ her during that the last ten years is enclosed (as the case may be).

v. That the cadre controlling authority has no objection to the consideration of the application for the post mentioned in this advertisement.

Signature: _____

Name and Designation: _____

_____

Telephone No.: _____

Office Seal:

Place:

Date:

List of enclosures:

1.

2.

3.