GOVT. OF INDIA
LAKSHADWEEP ADMINISTRATION
(SECRETARIAT SERVICE SECTION)
KAVARATTI ISLAND-682 555

E.No:8/1/2000-Services /2845

Dated: 10.09.2015

CIRCULAR


One post of Assistant Controller of Legal Metrology (General Central Services, Group B Gazetted Non Ministerial) in the Pay Band-2, ₹9,300-34,800 + Grade Pay 4600/- in the Department of Legal Metrology under the Lakshadweep Administration at Kavaratti is proposed to be filled by promotion/transfer on deputation initially for a period of one year from the date of relief from parent department and extendable as per DoPT guide lines, from amongst officers from the Central/State/Union Territory Government for which the educational and other qualifications have been prescribed as under:

<table>
<thead>
<tr>
<th>(A)</th>
<th>(B)</th>
</tr>
</thead>
<tbody>
<tr>
<td>(i) Holding analogous posts on regular basis</td>
<td>(i) With three years regular service in posts in the scale of pay of ₹9,300-34,800 + GP4200/- or equivalent</td>
</tr>
<tr>
<td>(ii) Possessing the following educational qualifications and experience:</td>
<td></td>
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<tr>
<td>(i) A graduate Degree in Science (With Physics as one of the subjects) from a recognized University or equivalent; OR Degree in Engineering/Technology from a recognized University or equivalent; OR Diploma in Engineering from a recognized University or equivalent</td>
<td>(ii) Two years experience in the field of Legal Metrology</td>
</tr>
</tbody>
</table>

(The departmental officers in the feeder category who are in the direct line of promotion shall be eligible for consideration for appointment on deputation. The deputationists shall not be eligible for consideration for appointment by promotion. Period of deputation including the period of deputation in another ex-cadre post held immediately preceding appointment in the same or other organization /department of the Central Govt. shall ordinarily not exceed three years. The maximum age limit for appointment by deputation shall be not exceed 56 years as on the closing date of the receipt of application (i.e.10.11.2015).

2. The selected officer on deputation will be governed by the terms and conditions of deputation laid down in the Ministry of Personnel, Public Grievances & pensions (Dept. of Personnel Training) OM No.6/8/2009- Estt(Pay-II) dated 17.06.2010 as amended from time to time.

...2/...
3. It is requested that application (in triplicate) of the officers who are willing to be considered and can be spared by the Central/State/Union Territory Government etc in the enclosed proforma along with (i) Photocopies of ACR/APAR for last five years duly attested (signed & Stamped) on each page by the controlling Officer (ii) Integrity Certificate (iii) Certificate stating that no vigilance case is either pending or contemplated against the officer (iv) No Penalty Certificate stating that no penalties (Major/Minor) imposed on the officer during the last 10 years etc may kindly be forwarded to this Administration on or before 10.11.2015.

4. Applications received after the last date or without the ACRs/APARs, Vigilance Clearance, Integrity Certificate and a statement of Major/Minor penalty, if any, imposed on the officers during the last 10 years or otherwise found incomplete, shall liable to be rejected.

[Signature]
(D.Karthikeyan)
Director (Services)

Encl: Proforma

To
The Chief Secretary (All States’ Union Territories).

Copy to:
1. All Departmental Heads under the Lakshadweep Administration for Circulating among the staff.
2. Shri. K. Noushad, LDC(Estt section) with a direction to publish in the Official website of Lakshadweep
PROFORMA FOR BIO DATA

1. Name (in block letters)

2. Address
   (i) Permanent address
   (ii) Address for communication
   (iii) e-mail ID and Phone No.

3. Date of birth (in Christian Era)

4. Date of retirement under Central/State Government rules

5. Educational Qualification:

6. 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)

<table>
<thead>
<tr>
<th>Qualifications/Experience required:</th>
<th>Qualifications/experience possessed by the Officer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Holding analogous posts on regular basis</td>
<td></td>
</tr>
<tr>
<td>Essential: (1)</td>
<td></td>
</tr>
<tr>
<td>(2)</td>
<td></td>
</tr>
<tr>
<td>(3)</td>
<td></td>
</tr>
<tr>
<td>Desirable:</td>
<td></td>
</tr>
</tbody>
</table>

7. Please state clearly whether in the light of entries made:
   by you above, you meet the requirements of the post:

8. Details of employment, in chronological order. Enclose a separate sheet, duly authenticated by your signature, if the space below is insufficient.

<table>
<thead>
<tr>
<th>Office/Institution/Organization</th>
<th>Post held</th>
<th>From</th>
<th>To</th>
<th>Scale of pay and basic pay</th>
<th>Nature of duties</th>
</tr>
</thead>
</table>

9. Nature of present employment, i.e. ad-hoc or temporary or quasi permanent or permanent

10. 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 present office/Organisation to which you belong:

11. Additional details about present employment: Please state whether working under:
    a) Central Government:
    b) State Government:
    c) Autonomous organizations:
    d) Government Undertakings:
    e) Universities:
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) Photocopies of the ACRs/APARs of the applicant for the last 5 years duly attested by the controlling Officer 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)