

No. A-12025/16/2011Adm.I
GOVERNMENT OF INDIA
PLANNING COMMISSION

Yojana Bhavan, Sansad Marg,
New Delhi, the 12 December, 2011

To
All Central Government Departments / State Governments / UT Administrations / Universities

SUB:- Recruitment to One GCS post of Adviser (Evaluation) in Planning Commission on Promotion /
Deputation (including short-term contract) / Direct Recruitment basis.

Sir,

I am directed to say that the Planning Commission proposes to make recruitment to one post of Adviser (Evaluation) by any of the three methods, namely, Promotion OR Deputation (including short-term contract) OR Direct Recruitment. Applications are being invited from the eligible and interested candidates and all these applicants shall be considered simultaneously. The exact method of appointment shall be decided at the time of selection depending on the suitability of the officer recommended for appointment. The post is Group 'A' post belonging to General Central Service (Ex-Cadre) of Planning Commission and can be filled up at SAG level or at HAG level.

2. The officers working under Central or State Governments or Union Territory Administrations or Universities or Recognised Research Institutions or Public Undertakings or Semi-Government or Statutory or Autonomous Organisations & other Non-Government Bodies and also the Departmental Advisers and Joint Advisers, who fulfill the conditions specified in the Annexure, would be considered simultaneously. If a Departmental Adviser or Joint Adviser is selected for appointment, the post shall be treated as having been filled by Promotion. In the case of other candidates, they would be considered for appointment on Deputation OR Direct Recruitment, as the case may be.

3. The scale of pay, the eligibility conditions, the qualifications and experience and the duties attached to the post are indicated in the enclosed Annexure.

4. Ministries or Departments of Central or State Governments or UT Administrations are requested to give wide publicity to this vacancy among the officers of appropriate level under their control including those working in Public Undertakings or Semi-Government or Statutory or Autonomous Organisations and Recognised Research Institutions under their administrative control.

5. The applications (in duplicate), along with the following documents, in respect of the candidates who fulfill the eligibility conditions and who can be spared for taking up the assignment within one month of the intimation of selection, may be forwarded in the appropriate and relevant proforma i.e. Appendix I or Appendix II, as may be applicable, duly signed by the candidate and countersigned by the Head of Office or any other officer authorized to sign :-

- (i) Up-to-date Confidential Report Dossier of the candidate concerned or photocopies of the Annual Confidential / Annual Performance Appraisal Reports of the candidate for the latest available five years duly attested by an Officer not below the rank of Under Secretary to the Govt. of India;

-/-

- (ii) Integrity Certificate (in the prescribed proforma) signed by an Officer not below the rank of Deputy Secretary to the Govt. of India;
- (iii) Vigilance Clearance (in the prescribed proforma) indicating that no disciplinary proceedings or criminal proceedings are either pending or contemplated against the Officer concerned [Applications of only those candidates who are clear from vigilance angle need be forwarded]; and
- (iv) List of major/ minor penalties, if any, imposed on the candidate during the last 10 years OR No Penalty Certificate (in the prescribed proforma), as the case may be.

6. It may please be noted that Appendix-I is for those who wish to apply for the method of Direct Recruitment, whereas Appendix-II is applicable to those who wish to be considered for Promotion OR Deputation (including short-term contract). In case any candidate is willing for Deputation as well as Direct Recruitment, he / she should submit separate applications in the appropriate proformae.

7. The vacancy is also being published in the Employment News shortly. The closing date for receipt of applications will be 60 days from the date of publication of the advertisement in the Employment news.

8. It may also be taken note of that in terms of DoPT's OM No. AB-140117/89/2007-Estt.(RR), dated 2nd January, 2008, once a candidate has applied for being considered for the post and he/she is considered and selected by the ACC, ordinarily, he/she should not decline the appointment and if he/she declines the appointment he/she will not be considered for any further appointment outside his/her cadre.

9. Applicant should ensure that the application is complete in all respects and is in the prescribed format. No column of the format should be left blank. Wherever information is not applicable or nil, it may please be so stated. Only complete applications received through proper channel along with all the documents mentioned in para 5 above on or before the specified closing date shall be considered. Applications received after the last date or those which are not in the prescribed format or those which are incomplete or advance applications will not be considered.

Yours faithfully,



(G. Rajeev)

Under Secretary to the Government of India
Telefax.23096531

Copy forwarded for information :-

1. PS to Deputy Chairman / PS to MoS/All Members/ Member-Secretary/ Principal Advisers, Planning Commission
2. All Heads of Divisions / Adviser (Administration), Planning Commission



(G. Rajeev)

Under Secretary to the Government of India

Details of eligibility conditions for GCS post of Adviser (Evaluation) in Planning Commission to be filled on Promotion / Deputation (including short-term contract) / Direct Recruitment basis :-

1. SCALE OF PAY : PB 4 : Rs.37400-67000 + Grade Pay of Rs.10000/- **OR**
HAG Pay Scale of Rs.67000-(with annual increment @ 3%)-
79000
[Exact Scale of Pay / Grade Pay to be decided at the time of selection depending upon the qualifications and experience of officer selected for appointment]

2. DUTIES ATTACHED TO THE POST :

1. To work as Principal Executive Officer of Programme Evaluation Organization.
2. To direct, supervise, control and coordinate:
 - a) Planning and coordinating of evaluation enquiries, investigations and studies;
 - b) Processing, analysis and interpretation of the data provided by the field officers; and
 - c) Preparation of the reports.
3. To extend assistance for the strengthening of the State evaluation machinery, training facilities for evaluation, personnel and technical advice in evaluation methodology.

3. CRUCIAL DATE FOR DETERMINING ELIGIBILITY :

The crucial date for determining the eligibility will be the last date for receipt of applications.

4. ELIGIBILITY :

A. FOR PAY BAND 4 : Rs.37400-67000 WITH THE GRADE PAY OF Rs.10000 :

A.I FOR PROMOTION:

Departmental Joint Advisers in Pay Band 4 : Rs.37400-67000 with Grade Pay of Rs.8700/- with three years' service in the grade rendered after appointment thereto on regular basis and possessing the educational qualifications and experience prescribed for the post as mentioned under item No. 5 below.

A.II FOR DEPUTATION (INCLUDING SHORT-TERM CONTRACT):

1. Officers under the Central Government or State Governments or Union Territory Administrations (including their attached and subordinate offices) or Universities or Recognized Research Institutions or Public Sector Undertakings or Semi-Government or Statutory or Autonomous Organizations and other Non-Government Bodies :
 - (a) (i) holding analogous posts on regular basis in the parent cadre or department; or

- (ii) with two years' regular service in posts in PB 4 : Rs.37400-67000 with a Grade Pay of Rs.8900/- or equivalent in the parent cadre or department; or
- (iii) with three years regular service in posts in PB 4 : Rs.37400-67000 with a Grade Pay of Rs8700/- or equivalent in the parent cadre or department.

(b) Possessing the educational qualifications and experience prescribed for the post as mentioned under item No. 5 below.

[Where the employees are governed by Industrial Dearness Allowance, their equivalence will be determined as per the Central Government's instructions. In cases where Central or Industrial Dearness Allowance is not applicable, the officer should be holding either a top-level managerial position or should have put in at least three years continuous service at a level comparable to that of Director in the Central Government in terms of duties and responsibilities]

2. Associate Professors in Pay Band 4 : Rs.37400-67000 with Academic Grade pay of Rs.9000/- in any University on regular basis with two years of service in the parent organization and possessing the educational qualifications and experience prescribed for the post as mentioned under item No. 5 below.

A.III FOR DIRECT RECRUITMENT:

Any other candidates possessing educational qualifications and experience prescribed for the post as mentioned under item No. 5 below.

B. FOR HAG PAY SCALE OF RS.67000-(with annual increment @ 3%)-79000 :

B.I FOR PROMOTION:

Departmental Advisers in PB 4 : Rs.37400-67000 with Grade Pay of Rs.10000/- with three years regular service in the grade rendered after appointment thereto on regular basis and possessing the educational qualifications and experience prescribed for the post as mentioned under item No. 5 below.

B.II FOR DEPUTATION (INCLUDING SHORT-TERM CONTRACT):

1. Officers under the Central Government or State Governments or Union Territory Administrations (including their attached and subordinate offices) or Universities or Recognized Research Institutions or Public Sector Undertakings or Semi-Government or Statutory or Autonomous Organizations and other Non-Government Bodies :
- (a) (i) holding analogous posts on regular basis in the parent cadre or department ; and

(ii) with three years' regular service in posts PB4: Rs.37400-67000 with a Grade Pay of Rs.10000/- or equivalent in the parent cadre or department.

(b) Possessing the educational qualifications and experience prescribed for the post as mentioned under item No. 5 below.

[Where the employees are governed by Industrial Dearness Allowance, their equivalence will be determined as per the Central Government's instructions. In cases where Central or Industrial Dearness Allowance is not applicable, the officer should be holding either a top-level managerial position not below the level comparable to that of Joint Secretary in the Central Government in terms of duties and responsibilities continuously for three years]

2. Professors in PB 4 : Rs.37400-67000 with Academic Grade pay of Rs.10000/- in any University on regular basis with three years of service in the parent organization and possessing the educational qualifications and experience prescribed for the post as mentioned under item No. 5 below.

B.III FOR DIRECT RECRUITMENT:

Any other candidates possessing educational qualifications and experience prescribed for the post as mentioned under item No. 5 below.

5. QUALIFICATIONS AND EXPERIENCE FOR THE POST [APPLICABLE TO ALL CATEGORIES i.e. PROMOTION OR DEPUTATION (INCLUDING SHORT-TERM CONTRACT) OR DIRECT RECRUITMENT [TO BE DETERMINED AS ON CRUCIAL DATE FOR DETERMINING THE ELIGIBILITY] :

Essential:

- (i) Masters' Degree in Economics or Statistics or Business Administration or Operations Research from a recognized University or equivalent; and
- (ii) Possessing 17 years' experience (for Ph.D. holders) or 20 years' experience (for M. Phil. or Masters' Degree holders) for Pay Band 4 : Rs.37400-67000 with Grade Pay of Rs.10,000; and 25 years' experience (for Ph.D. holders) or 28 years' experience (for M. Phil or Masters' Degree holders) for HAG Scale of Rs.67000-79000 at a Group 'A' or equivalent level in conducting or guiding economic research or project evaluation or appraisal and analysis.

Desirable:

- (i) a Doctorate Degree in the relevant specified subjects; or
- (ii) knowledge or experience of modern research methodology, survey method, sampling techniques, use of econometric modules, application of cost benefit analysis, etc; or
- (iii) experience in the relevant field as evidenced by publications.

6. AGE LIMIT (AS ON CLOSING DATE FOR RECEIPT OF APPLICATIONS):

- (i) For appointment by promotion, there shall be no maximum age limit. However, the candidate must be 'in-service' as on the date of final appointment after completion of all formalities/ approvals necessary for such appointment.
- (ii) For appointment by deputation (including short-term contract) age shall not be exceeding 56 years as on the closing date for receipt of applications.
- (iii) For appointment by direct recruitment age not exceeding 50 years. (Relaxable for Government servants upto 5 years in accordance with the instructions or orders issued by the Central Government).

7. PERIOD OF DEPUTATION / SHORT-TERM CONTRACT :

The period of deputation / short-term contract including the period of deputation/ short-term contract in another ex-cadre post held immediately preceding this appointment in the same or other organisation/ department of the Central Government shall ordinarily not exceed five years. The terms and conditions of deputation will be regularised according to the orders contained in the Govt. of India, DoPT's OM No.6/8/2009-Estt.(P.II), dated 17th June, 2010 as amended from time to time and in the case of those coming on contract, the terms will be settled in consultation with the concerned authority.

APPENDIX-I

PROFORMA OF APPLICATION FOR THE POST OF ADVISER (EVALUATION) FOR DIRECT RECRUITMENT

Application should be sent in duplicate on plain photocopying paper (A-4 size) (to be neatly typed) giving the following details (Applicants should clearly indicate in their application whether they would like to be considered for PB 4: Rs.37400-67000 with Grade Pay of Rs.10000/- or for HAG Pay Scale of Rs.69000-(with annual increment @ 3%)-79000, in the absence of which they would be considered for lower level of PB 4 : Rs.37400-67000 with Grade Pay of Rs.10000/- only).

1. Pay scale applied for :
2. Name in full (in block letters)
3. Date of birth
4. Nationality
5. Father's name / Husband's name
6. Address for correspondence (in block letters) and telephone number, if any.
7. Whether SC / ST

Affix passport size
photograph and
sign across

8. Educational / Professional Qualifications (indicating clearly the examination passed, University/ Board, Year of Passing, Class/ Division, Subjects taken.)
9. Details of present / previous employment(s) held in chronological order starting from the present position first (including the name of the employer with full address, post held, period of service, nature of duties, etc.)
10. Reports / Articles published.
11. If selected, the minimum time required to join the post.
12. Any other information you wish to add including references, etc.

Date:
Place :

Signature

APPENDIX-II

PROFORMA OF APPLICATION FOR THE POST OF ADVISER (EVALUATION)
[FOR PROMOTION/ DEPUTATION (INCLUDING SHORT-TERM CONTRACT)]

(Applicants should clearly indicate in their application whether they would like to be considered for PB 4: Rs.37400-67000 with Grade Pay of Rs.10000/- or for HAG Pay Scale of Rs.69000-(with annual increment @ 3%)-79000, in the absence of which they would be considered for lower level of PB 4 : Rs.37400-67000 with Grade Pay of Rs.10000/- only).

Pay scale applied for:

1. Name
2. Date of Birth
3. Date of retirement under the service rules applicable to the Officer
4. (a) If he/ she belongs to an organized service, its name, year of allotment and the cadre.
(b) Name of the Cadre Controlling Authority.
5. Educational Qualifications:-

<u>Qualifications prescribed</u>	<u>Qualifications possessed by the Officer [Only those qualifications which are equivalent to or higher than the prescribed qualifications need to be shown].</u>
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Essential	(i) (ii) (iii)
Desirable	(i) (ii) (iii)

Note : If any qualification possessed by the officer is not the same or higher than the qualification prescribed and is treated as equivalent to the qualification prescribed, please state the authority for the same.

6. Training, if any, received by the Officer, which is relevant to the post applied for:
7. (i) Present post held
(ii) Full scale of pay
(iii) Present pay and the date from which drawn
(iv) Special pay, if any

Note : If the officer draws any special pay, the following further information may also be furnished:

- a. Whether the appointment to which the special pay is attached is a tenure appointment; and
 - b. Whether the special pay has been specifically sanctioned for the post in addition to the scale of pay in lieu of a separate scale of pay for the post.
 - (v) Whether the post is held on regular / ad-hoc basis or on deputation basis.
 - (vi) Date from which held
 - (vii) If the present post is held on regular basis but was initially held on ad-hoc basis, the date from which it is held on regular basis.
8. If the present post is not held on regular basis:-
- (a) The post held on regular basis
 - (b) Its scale of pay
 - (c) Date from which held on regular basis.
9. Post, if any, which the officer holds in a substantive capacity.
10. 1. If the present post is an analogous post:-
- a. Is the present post an analogous post in terms of DP&AR OM No.19017/37/75-Estt.(D)(Pt.), dated 07-03-1984.
 - b. Duties attached to the post.
 - c. In case the present post which is regarded as analogous is in a non-Central Govt. office, the following information may also be given:-
 - i. Date of last revision of the scale of pay
 - ii. Whether governed by Central DA/ Industrial DA
 - iii. Amount of Dearness Pay etc. admissible on the minimum/ maximum of the scale of pay
 - 1. Dearness Pay
 - 2. Dearness Allowance
 - 3. Interim Relief
2. If the present post is not an analogous one:-
- a. The date from which the post is held on regular basis and the Pay Band & Grade pay attached thereto;
 - b. In the case of a candidate working in a non-Central Government office-
 - i. The full Pay Band & Grade Pay / Pay Scale along with equivalent Pay Band/ Grade Pay in the Government.
 - ii. Date of last revision of scale of pay
 - iii. Whether governed by Central DA/ Industrial DA; and the amount of Dearness Pay, etc. admissible on the minimum/ maximum of the scale of pay
 - 1. Dearness Pay
 - 2. Dearness Allowance
 - 3. Interim Relief

11. Details of Service

Name of the post	Employer	Duration		Scale of pay	Nature of Duties
		From	To		

12. Experience in the required field of selection.
Note : Kindly furnish copies of published work highlighting achievements in the field of research/ development/ design/ planning or in the execution/ formulation of plans/ projects.
13. Present postal address with Pin Code Number and Telephone Number.
14. Whether belongs to SC / ST.
15. Any other relevant information.

Place :
Date :

(SIGNATURE OF THE CANDIDATE)

FOR OFFICIAL USE BY THE FOWARDING OFFICE

No.

Date :

The above entries have been verified from the records available in this office and found correct.

Signature :

Name :

Seal of the office:

IMPORTANT NOTICE: The applicants should submit their applications separately in the appropriate proforma applicable to them for Direct Recruitment or Deputation (in duplicate) as per their preference. Those desirous of being considered for both Deputation and Direct Recruitment should submit two separate applications in the relevant and appropriate proforma clearly mentioning on the top of application the category for which they wish to apply.

[FORMAT OF VARIOUS CERTIFICATES REQUIRED TO BE ENCLOSED SEPARATELY ALONGWITH THE APPLICATION OF THE CANDIDATE]

INTEGRITY CERTIFICATE

After scrutinizing Annual Confidential Reports of Dr./Shri/Smt./Ms. _____
_____ who has applied for the post of Adviser (_____) in the Planning Commission, it is certified that his/ her integrity is beyond doubt.

[To be signed by an Officer of the rank of
Deputy Secretary or above]
Name & Office Seal :

Date :

-/-

VIGILANCE CLEARANCE CERTIFICATE

Certified that no vigilance case or disciplinary proceeding or criminal proceeding is either pending or contemplated against Dr./Shri/Smt./Ms. _____, _____ who has applied for the post of Adviser (_____) in the Planning Commission.

[Authorised signatory]

Name & Office Seal :

Date :

NO PENALTY CERTIFICATE

Certified that no minor/ major penalty has been imposed during the last ten years on Dr./Shri/Smt./Ms. _____, _____ who has applied for the post of Adviser (_____) in the Planning Commission.

[Authorised signatory]

Name & Office Seal :

Date :
