

Continued from page 16			
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 / organisation 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.			
9.2 NOTE :- Information under Column 9(c) and (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.			
10. If any post held on deputation in the past by the applicant, date of return from the last deputation and other details.			
11. Additional details about present employment: Please state whether working under (indicate the name of your employer against the relevant column) a) Central Government b) State Government c) Autonomous Organization d) Government Undertaking e) Universities f) Others			
12. Please state whether you are working in the same Department and are in the feeder grade or feeder to feeder grade.			
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.			
14. Total emoluments per month now drawn			
Basic Pay in the PB		Grade Pay	Total Emoluments
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.			
Basic Pay with Scale of Pay and rate of increment	Dearness Pay/interim relief / other Allowances etc. (with break-up details)	Total Emoluments	
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 academic qualifications (ii) Professional training and (iii) Work experience over and above prescribed in the Vacancy Circular/ Advertisement). (Note: Enclose a separate sheet, if the space is insufficient).			
16.B. Achievements: The candidates are requested to indicate information with regard to : (i) Research publication and reports and special projects (ii) Awards/Scholarship/Official Appreciation. (iii) Affiliation with the professional bodies/institutions /societies and (iv) Patents registered in own name or achieved for the organization. (v) Any research/innovative measure involving official recognition. (vi) Any other information (Note: Enclose a separate sheet if the space is insufficient).			
17. Please state whether you are applying for Deputation (ISTC)/ Absorption/ Re-employment Basis #(Officers under Central/ State Governments are only eligible for "Absorption" Candidates of non-Government Organisations are eligible only for Short Term Contract).			
#(The option of 'STC'/'Absorption'/'Re-employment' are available only if the vacancy circular specially mentioned recruitment by 'STC' or "Absorption" or "Re-employment").			
18. Whether belongs to SC/ST			

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.

Date :

Signature of the Candidate

Address

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 qualification and experience mentioned in the Advertisement. 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) His/her 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 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)

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. Crucial date for determining the eligibility of the applicants will be counted, after excluding the first date of publication of the vacancy/ post in the Employment News ie., For the vacancy published in the Employment News of 18-24 Jan, 2014, the crucial date will be counted from the 19th Jan. 2014 (excluding the first date of publication).
7. 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.