

I/3015547/2017

**F.No-21/6/2017-CS.I (P)**  
**Government of India**  
**Ministry of Personnel, Public Grievances & Pensions**  
**(Department of Personnel & Training)**

\*\*\*\*\*

2<sup>nd</sup> Floor, A Wing, Lok Nayak Bhawan,  
Khan Market, New Delhi

Dated ~~4<sup>th</sup>~~ August, 2017

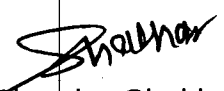
9<sup>th</sup>

**OFFICE MEMORANDUM**

Subject:- Filling up the post of Passport Officer in Ministry of External Affairs in Ghaziabad on deputation basis.

A copy of vacancy circular received from the Ministry of External Affairs (CPV Division) vide their O.M.No.V.IV/575/19/2017 dated 01.08.2017 along with its enclosures on the above mentioned is circulated for information of all CSS officers.

2. It may be noted that cadre clearance from CS-I Division will be required in case of Under Secretary and above level officers of CSS applying for deputation.

  
(Chandra Shekhar)

Under Secretary to the Government of India

Tel : 24629406

To

All Ministries/Departments (through website of DoP&T)

Signature Not Verified

Digitally signed by CHANDRA  
SHEKHAR  
Date: 2017.08.04 13:48:59 IST  
Reason: Approved

No. V.IV/575/19/2017  
Government of India  
Ministry of External Affairs  
CPV Division

Patiala House Annexe,  
Tilak Marg, New Delhi-110001,  
Dated: 01.08.2017

VACANCY CIRCULAR

The Ministry of External Affairs (CPV Division) intends to fill the following posts in Passport Offices at stations indicated below amongst officers under the Central Government including officers of All India Services / Central Secretariat Service in the Ministries / Departments of the Government of India, on deputation basis:-

Post	Number of Posts & Name of Passport Office	Scale of Pay	Eligibility
Passport Officer (PO)	1 (One): 1 Post - Passport Office, Ghaziabad.	Pay Band-3, Rs. 15,600-39,100 + Grade Pay Rs. 7,600/- (Pre-revised)	Officers under the Central Government including officers of All India Services: (a) (i) holding analogous Posts on regular basis in the parent cadre or department; or (ii) with five years' service in the Grade rendered after appointment thereto on a regular basis in posts in Pay Band-3 (Rs. 15,600-39,100) and Grade Pay of Rs. 6,600 (Pre-revised) or equivalent in the Parent cadre or Department; and (b) Possessing the following educational qualification and experience: (i) Bachelor's degree from a recognized University in India or Association of Indian Universities recognized degrees of foreign Universities; (ii) One year experience in passport or Consular or Emigration or Administration or Finance or Accounts or Vigilance work.

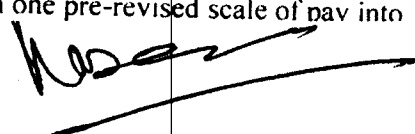
**Note 1:** The Departmental Officers in the feeder category who are in the direct line of promotion will not be eligible for consideration for appointment on deputation. Similarly, deputationists shall not be eligible for consideration for appointment by promotion.

**Note 2:** Period of deputation including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organization or department of the Central Government shall ordinarily not to exceed three years.

**Note 3:** The maximum age limit for appointment by deputation shall not be exceeding **fifty six** years as on the closing date of receipt of applications.

**Note 4:** For the purpose of appointment on deputation basis, the service rendered on a regular basis by an officer prior to the 1<sup>st</sup> January, 2006 or the date from which the revised pay structure based on the Sixth Central Pay Commission recommendations has been extended, shall be deemed to be service rendered in the corresponding grade pay or pay scale extended based on the recommendations of the Pay Commission except where there has been merger of more than one pre-revised scale of pay into


TT-  
tar



one grade with a common grade pay or pay scale, and where this benefit will extend only for the post for which that grade pay or pay scale is the normal replacement grade without any upgradation

2. The selected officers will be on deputation for a period of **three years** initially which can be curtailed or extended further, depending upon the requirement, and with the consent of the officer and approval of the lending department. The usual deputation terms will apply.

3. All Ministries/Departments of Government of India are requested to circulate the above posts among the officers under the Central Government including officers of All India Services/ State Government, working with them and forward the application (in prescribed pro forma **Annexure A**) of eligible and interested officers, along with their dossiers and a certificate to the effect that they are clear from vigilance angle, to the undersigned by **01<sup>th</sup> September, 2017**.

  
(Mohammad Naseem)  
Deputy Passport Officer (PVA & Cadre)  
Ph. No. 011-23388648

To,

1. All Ministries/ Department of Government of India
2. All Chief Secretaries to the State Governments.

Copy to:-

1. Ministry of External Affairs-[Kind attn. to: Joint Secretary (Admn)].
2. Director (XP), Ministry of External Affairs, Shastri Bhawan, New Delhi- **with the request to upload this circular on the MEA's website.**
3. Director(PSP), Ministry of External Affairs, CPV Division, New Delhi -**with the request to upload this circular on the Passport Seva website**
4. Director (CS), DoPT, Lok Nayak Bhawan, Khan Market, New Delhi- **with the kind request to upload this circular on DoPT's website for wider circulation.**
5. All Passport Offices.
6. Branch Secretariat at Chennai, Kolkata, Guwahati, Hyderabad.
7. Spokesman, JCM, MEA, New Delhi.
8. O/o JS (PSP) & CPO, CPV Division, MEA, New Delhi.