

By FAX or WAN

Government of India
Ministry of Home Affairs
Directorate General, Sashastra Seema Bal
R. K. Puram, New Delhi – 110 066.

No. I/Pers-V/Dep-NCRB/2013(09)/ 438-45

Dated 07/02/18

CIRCULAR

Sub: - Filling up the 02 (two) post of Deputy Director and 01 (one) post of Assistant Director in National Crime Records Bureau (NCRB) on deputation basis.

National Crime Records Bureau (NCRB) vide their notification circular No.48/8/2017-Ad.I(A)/NCRB dated 11/12/2017 has invited nominations for filling up the 02 (two) post of Deputy Directors and 01 (one) post of Assistant Director Group 'A' Gazatted in the pay scale (pre-revised Grade Pay Rs.8900/- and Rs.6600/-) respectively on deputation basis. Copy of circular has been uploaded in SSB website as well as SSB portal in the WAN.

2. Competent Authority has approved to invite willingness for the post of Deputy Director, from eligible and willing DIG (Non-IPS), Comdt (GD), Area Organiser & 2I/C (GD) and for the post of Assistant Director, from eligible and willing Deputy Comdt, Jt. Area Organiser, Assistant Comdt & Sub Area Organiser who are fulfils eligibility criteria mentioned in the circular of NCRB and MHA policy guidelines dated 22/11/2016

3. In this regard, willing officers are requested to send their willingness to this office through Mobile App "MySSB" or e-DAS software on or before 11/02/2018.

4. Applications in prescribed format, DE/Vigilance clearance certificate, Integrity certificate and APARs Dossiers for the last 05 years will be sought after scrutiny as per eligibility criteria.

5. PIMS data of all personnel should be updated.

(A K Dey)

Assistant Director (Pers-IV)

To

1. IsG Frontier Hqrs. Ranikhet, Lucknow, Patna, Silliguri, Guwahati, Tezpur & Director, SSB, Academy Bhopal.

2. DIsG SHQs Almora, Lakhimpur Kheri, Gorakhpur, Purnia, Muzaffarpur, Ranidanga, Gangtok, New Jalpaiguri, Bongaigon, Bezparar, Bomdila, Rangia, Betiah, Pilibhit, Spl Ops SHQ Bhilai & Srinagar(J&K), DIsG TCs, SSB Srinagar, Sapri & MTC Shimla, RTCs - Alwar, Gorakhpur, Salonibari & CI & JW Gwaldam.

Copy to: -

2. PS to DIG (Trg), FHQ., New Delhi with the request to forward nominations of above mentioned rank in respect of the Training Centres located in H. P. & Alwar please.

3. The Assistant Director (CC) FHQ. SSB alongwith circular with the request to upload the same in SSB website and SSB portal in the WAN.

4. The Assistant Directors (Spl OPS), FHQ for information please.

5. The Incharge, EDP Cell – with the request to send the following message to all ~~aforesaid ranks~~ "For deputation to NCRB, please visit SSB website– Human Resource – Employees Deputation. Facilities for applying deputation are also available in 'MySSB' Mobile App. Interested officers / officials may apply through it".

6. Shri Rakesh Kumar, HC(Tele), (Pers-V Branch), FHQ alongwith a copy of circular dated-11/12/2017 to upload the same in mobile App "MySSB" & e-DAS.

7. Notice Board

Assistant Director (Pers-IV)

7/2/18



983
37/02/18

No.45/8/2017-Ad.I(A)/NCRB
Government of India
Ministry of Home Affairs
National Crime Records Bureau

NH-8, Mahipalpur,
New Delhi -110037

Dated: 25 January 2018

To

The Directors General/Inspectors General of Police,
Directors of all CPOs and CAPFs/Commissioner of Police, Delhi.

Subject:- Filling up of the two posts of Deputy Directors and one post of Assistant Director from Non-IPS officers serving in CPOs and CAPFs on deputation basis for a period of three years.

Sir,

With reference to this Bureau's Vacancy Circular of even number dated 11.12.2017 and 11.01.2018 regarding appointment of 2 posts of Deputy Director and one post of Assistant Director from Non-IPS officers from CPOs/CAPFs(MHA has already approved), the last date for accepting the nominations has been extended to 15.02.2018.

Hence, it is requested that the applications in respect of eligible and willing candidates may please be forwarded to this Bureau for further necessary action.

Yours faithfully,


(J.N.PRAJAPATI)

Joint Assistant Director(DCT/Admn)

9/2



No. 45/8/2017-Ad.I(A)/NCRB
Government of India
Ministry of Home Affairs
National Crime Records Bureau

NII-8, Near SSB,
Mahipalpur, New Delhi - 110037.
Dated the 11th December, 2017

To

The Directors General/ Inspectors General of Police/
Directors of all CPOs and CAPFs.

Subject: Filling up of the two posts of Deputy Directors and one post of Assistant Director from Non-IPS officers serving in CPOs and CAPFs on deputation basis for a period of three years.

Sir,

In pursuance of MHA's ID No.24013/49/2017-CSR-IV dated 04.12.2017, this Bureau is in the process of filling up of the two vacant posts of Deputy Directors and one vacant post of Assistant Director meant for filling up from IPS officers, from Non-IPS officers with the Grade Pay of Rs. 8900/- and Rs. 6600/- respectively on deputation basis for a period of three years.

2. (a) The officers serving in analogous post(Grade pay Rs.8900) or drawing Grade Pay of Rs.8700 with two years experience or drawing Grade Pay of 7600/- with seven years experience are eligible for the post of Deputy Director.

(b) The officers serving in analogous post(Grade Pay Rs.6600) or drawing Grade Pay of Rs.5400 with five years experience are eligible for the post of Assistant Director.


3. Applications of suitable officers who are eligible, willing and can be relieved immediately if selected, may please be sent to this Bureau [Assistant Director (Admn.), National Crime Records Bureau, Ministry of Home Affairs, NII-8, Near SSB, Mahipalpur, New Delhi - 110037] in the prescribed proforma (Annexure - I) in duplicate alongwith complete and up-to-date APAR Dossiers for the last 5 years of the Officers within a period of 30 days from the date of issue of this letter. While forwarding the application it may also be verified and certified that the particulars furnished by the Officers are correct and no disciplinary case is either pending or contemplated against him/her. The integrity of the Officer may also be certified.

4. The officers who have experience in Administration, Training, Records and handling of IT related projects would be given preference.

5. The maximum period of deputation is three years. However it is also stated that these vacancies are against IPS quota.

6. It is requested that wide publicity may be given to the vacancy circular among the eligible officers under your administrative control.

Yours faithfully,


(SURENDRA PANWAR) 11/12/17
Joint Director (Admn)

Copy to DCT for uploading the same in the NCRB website.

BIO-DATA PROFORMA

Annexure-I

1. Name and address (in Block letters) :
2. Date of Birth (in Christian era) :
3. Date of retirement under Central/State Government Rules :
4. Educational Qualification :
5. Whether Educational and other qualifications required for the post are satisfied. (If any qualification has been treated as equivalent to those prescribed in the rules, state the authority for the same)

Qualifications/
Experience
required

Qualification/Experience
possessed by the Officer

Essential 1.

2.

3.

Desirable 1.

2.

3.

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

7. Details of employment in chronological order (enclose a separate sheet, duly authenticated by your signature, if the space below is insufficient).

Office/ Instt/Orgn.	Post held	From	To	Scale of pay and Classification (Group) of post	Whether held on regular / Ad-hoc basis	Nature of duties
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8. Nature of present employment i.e.
- (i) Ad-hoc Basis :
 - (ii) Regular/on temporary basis :
 - (iii) Pay in the Pay Band :
 - (iv) Grade Pay drawn :
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 you belong :
10. Additional details about present employment. Please state whether working under:
- (a) Central Government :
 - (b) State Government/Union territory :
 - (c) Autonomous Organisation :
 - (d) Government Undertaking :
 - (e) Universities :
11. Are you in Revised Pay Structure? If yes, give the date from which the revision took place and also indicate the pre-revised scale. :
12. Total emoluments per month now drawn :
13. Additional information, if any, which you would like to mention in support of your suitability for the post. Enclose a separate sheet, if the space is insufficient. :
14. Whether belong to SC/ST :
15. Remarks :

Signature of the Candidate

Address _____

Date: _____

Countersigned with official seal by the authorised signatory of the parent office

(TO BE FILLED BY FORWARDING OFFICE)

Particulars mentioned above have been verified from the records and found correct. It is certified that no disciplinary proceedings or departmental enquiry are pending or contemplated against the officer and recommendations (if any).

**Signature of the Competent Authority
with Official Seal**

Dated:

Certificate to be furnished by the employer/Head of Office/Forwarding Authority:-

1. Certified that the particulars furnished by _____ are correct and he/she possesses educational qualifications and experience mentioned in the circular.

Also certified that:-

- i) There is no vigilance case pending/contemplated against him/her.
- ii) His complete CR dossier/ACRs for the last 5 years duly attested (on each page) by an officer of the rank of Under Secretary to the Government of India or equivalent are enclosed.
- iii) His/her Integrity is beyond doubt.
- iv) No major/minor penalties has been imposed on him/her during the last 10 years/list of major/minor penalties imposed on him/her during the last 10 years is enclosed.
- v) Cadre clearance has been obtained.
[Strike out which is not applicable]

**Signature
Name & Designation of the parent office
(with seal)**

Dated: _____

Place: _____