Government of India
Ministry of Home Affairs
OFFICE OF THE REGISTRAR GENERAL, INDIA
Ad-III Section, Man Singh Road
New Delhi-110011

File No.A-36013/4/2016-Ad.III /696 Dated: 05.07.2016

CIRCULAR

Subject:- Selection for appointment on deputation basis for the post of Assistant Registrar General(Demography) in the Office of the Registrar General, India, Ministry of Home Affairs, Delhi.

Applications are invited from eligible and willing officers for filling up following post on deputation basis in the Office of the Registrar General, India, Ministry of Home Affairs, Delhi.

Sl. No.	Name of the post	Total number of vacancies to be filled up on core side	Pay Scale
1.	2.	3.	4.
1	Assistant Registrar General(Demography)	01 vacancy	Pay Band-3, Rs. 15600-39100/- + Grade Pay Rs. 7600/-

2. The details of post and eligibility conditions etc. for appointment to the above post by deputation is given in the Annexure-I.

3. The pay of the officers so selected will be regulated in terms of the Department of Personnel and Training's O.M. No. 2/8/97-Estt. (Pay-II) dated 11.03.1998 and as amended from time to time.

4. The applications of only such officers/candidates will be considered as are routed through proper channel and are accompanied with following certificates:-

(i)	Bio-data in duplicate as per proforma given in Annexure-II.
(ii)	Cadre clearance certificate.
(iii)	Statement giving the details of Major or Minor penalties imposed upon the officer, if any, during the last ten (10) years.
(iv)	Vigilance clearance/Integrity Certificate
(v)	Photo copies of ACRs/APARs for the past five years (2011-12 to 2015-16) duly attested on each page by an officer not below the level of Under Secretary or equivalent.

Cont'd ..2/-

5. It is, therefore, requested that the application of eligible and officers/candidates and who can be spared immediately in the event of selec may be forwarded to **"The Under Secretary, Admn.III Section, Office of th Registrar General, India, Ministry of Home Affairs, 2-A Mansingh Road, New Delhi-110011"** in duplicate in the prescribed proforma (Annexure-II) duly signed by the applicant and certified by the Controlling Officers within a period of 60 days from the date of issue/publishing of this circular in the "Rozgar Samachar/Employment News". Candidates who apply for the above post will not be allowed to withdraw their candidature subsequently.

6. Period of deputation (including short-term contract) including period of deputation(including short-term contract) 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 exceed four years.

7. The maximum age limit for appointment by deputation(including short-term contract) shall not be exceeding 56 years as on the closing date of receipt of applications.

Note:

(i) The posts in Group 'A' & 'B' bear all India transfer liability.
(ii) Incomplete applications and applications received after closing date and not certified by the respective forwarding authority, will not be entertained.
(iii) It may be ensured that the applications are forwarded strictly with reference to the circular and the annexure.

(Santosh Kumar)
Under Secretary to the Govt. of India
Tel:011-23386415

To,

(i) All the Ministries/Departments of Government of India.
(ii) All Heads of Divisions/Sections of ORGI at 2-A, Mansingh Road/Sewa Bhawan/West Block-I, R.K. Puram and Pushp Bhawan, New Delhi.
(iii) All Directorates of Census Operations/Language Division.
(iv) Building Incharge of 2-A, Mansingh Road/Sewa Bhawan/ West Block-I, R.K. Puram and Pushp Bhawan, New Delhi for respective notice boards.
(v) Circular file.

Annexure-I

1	Name of the post	**Assistant Registrar General(Demography) – 01 vacancy** (for Office of Registrar General, India, Ministry of Home Affairs, Delhi)
2	Pay Scale	Pay Band-3, Rs.15600-39100/- + Grade Pay of Rs.7600/-
3	Classification	General Central Service, Group 'A', Gazetted, Non-Ministerial
4	Method of Recruitment	By deputation including short-term contract

Eligibility Conditions:

I. Officers under the Central Government or the State Governments or Union Territories or Public Sector Undertakings or Recognised Research Institutions or Universities or Semi-Government or Statutory or Autonomous Organisations:

(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 regular basis in posts in the Pay Band-3, Rs. 15600-39100 and Grade Pay of Rs. 6600/- or equivalent in the parent cadre or department; and

(b) Possessing the following educational qualifications and experience:-

Essential:

(i) Master's Degree in Demography or Master's Degree in Population Studies(Two years' course) or Master's Degree in Statistics or Master's Degree in Mathematics (with Statistics) or Master's Degree in Oprational Research (with Statistics) or Master's Degree in Economics (with Statistics) from a recognized University; and

(ii) Ten years' experience in planning conduct of sample surveys in the field of Census or Vital Statistics and analysis of demographic data.

Desirable:

(i) Doctorate Degree from a recognized university in any one of the subjects specified in the essential qualifications at item (i) above.

(ii) One year's experience in using Demographic or Statistical Software Package.

Cont'd..2/-

Period of deputation (including short-term contract) including period of deputation (including short-term contract) in another ex-cadre post held immediately preceding this appointment in the same or some other Organisation or Department of the Central Government shall ordinarily not to exceed four years. The maximum age limit for appointment by deputation (including short-term contract) shall not be exceeding 56 years as on the closing date of receipt of applications.

2. It is, therefore, requested that the application of eligible and willing officers/candidates and who can be spared immediately in the event of selection may be forwarded to **"The Under Secretary, Admn.III Section, Office of the Registrar General, India, Ministry of Home Affairs, 2-A Mansingh Road, New Delhi-110011"** in duplicate in the prescribed proforma (Annexure-II) duly signed by the applicant and certified by the Controlling Officers within a period of 60 days from the date of issue/publishing of this circular in the "Rozgar Samachar/Employment News". Candidates who apply for the above post will not be allowed to withdraw their candidature subsequently.

Annexure-II

PLICATION FOR THE POST OF.....

Sl. No.	Particulars					
1	Name & Address (in Block letters)					
2	Date of Birth (in Christian era)					
3	Date of retirement under Central/State Government Rules					
4	Educational qualifications					
Essential	Qualification/Experience required as per publication/notification				Qualification/Experience possessed by the applicant	
Desired						
5	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)					
6	Please state clearly whether in the light of entries made by you above, you meet the requirement of the post.					
7	Details of employment in chronological order.					
	Office/Institution	Post held	From	To	Scale of pay(Pre-revised and revised) & existing basic pay	Nature of duties/Experience (in detail)
8	Nature of present employment, i.e. ad-hoc or temporary or permanent					
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/organization to which you belong.					
10	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					
11	Please state whether you are working in the same Department and are in the feeder grade or feeder to feeder grade					

12	Are you in revised scale of Pay? If yes, give the date from which the revision took place and indicate the pre-revised scale.(Do not indicate ACP scale, if any)	
13	Total emoluments per month drawn in the actual scale of pay attached to the post.	
14	Additional information, if any, which you would like to mention 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 (iii) work experience over and above prescribed in the vacancy circular/advertisement)	
15	Whether belongs to SC/ST	

Note:

(i) Enclose a separate sheet, duly authenticated by your signature, if the space above is insufficient.

(ii) Incomplete applications and the applications not received through proper channel and not supported with the attested copies of ACRs and other certificates will not be entertained.

Signature of the candidate.....

Date.....

Certified that:

(i)	No vigilance case is either pending or contemplated against the officer so recommended.
(ii)	The integrity of the applicant is beyond any doubt.
(iii)	This office has no objection in relieving the officer in case of his selection on deputation.
(iv)	No minor/major penalties have been imposed upon the officer during the last ten (10) years.
(v)	The above applicant possesses the required educational qualification and experience as applicable for the post applied for.

Countersigned

(Employer/Head of Office/Controlling Officer)