

**F.No.902/02/Estt/HW/2002(Pt.)**  
**Directorate General of Human Resource Development**  
**(Infrastructure & Welfare Wing)**  
**Customs & Central Excise**  
**'Drum' Shape Building**  
**IP Estate IP Bhawan**  
**New Delhi**

Dated : 03<sup>rd</sup> June, 2011

To

All Chief Commissioners of Central Excise & Customs,  
All Directors General,  
All Commissioners of Central Excise,  
All Commissioners of Customs,  
All Commissioners (Appeal), Under CBEC,  
Commissioner (Narcotics), Gwalior,  
Chief Controller of Narcotics, Gwalior,  
Chief Chemist, CRCL, New Delhi.

Sir/Madam,

**Sub : Preparation of a panel for filling up the post of Additional Assistant Director (A.A.D) Group 'B' (Gazetted) on deputation basis in the Directorate General of Human Resource Development (Infrastructure & Welfare) – Regarding.**

It is proposed to draw a panel of suitable and eligible officers for filling up the deputation post in the grade of Additional Assistant Director (A.A.D) Group 'B' (Gazetted) in the Directorate General of Human Resource Development (Infrastructure & Welfare) at New Delhi on deputation basis. At present there is one vacancy in the grade of Additional Assistant Director (A.A.D) Group 'B' (Gazetted) in the Directorate at New Delhi to be filled up by deputation. The posts are in the pay Band -2 of Rs.9300-34800 with grade pay of Rs.4800/-. (Grade Pay of Rs.5400/- after four years of service in the Grade pay of Rs.4800/-).

2. In accordance with the recruitment rules applicable to the post, the officials holding the following posts on regular basis are eligible to be considered for appointment against the deputation post of Additional Assistant Director (A.A.D) Group 'B' (Gazetted) in the Directorate.

- (i) Superintendent of Central Excise
- (ii) Appraiser of Customs and
- (iii) Superintendent of Customs (Preventive)
- (iv) Inspector of Central Excise / Preventive Officer / Examiner or equivalent on regular basis for a minimum period of 8 years.

3. The officials selected for posting as Additional Assistant Director (A.A.D) Group 'B' in this Directorate on deputation basis would be appointed initially for a period of 3 years. The pay of the selected officer will be regulated in accordance with the Ministry of Finance O.M. No.19(24)E III/60 dated 04.05.1991 as amended from time to time. Presently, an Additional Assistant Director (A.A.D) is entitled to Deputation (Duty) Allowance in terms of DOPT O.M. No.2/22(A)/2008-Estt(Pay-II) dated 03.09.2008.

4. Applications from interested and eligible officers accompanied by relevant personal data viz. name, date of birth, educational qualification, knowledge of operating computers if any, present post and the date from which it is held, scale of pay, history of previous postings along with charges held accompanied by their CCR dossiers may please be forwarded to this Directorate latest by 30<sup>th</sup> June, 2011. It may also please be certified that no vigilance/non-vigilance case is pending or being contemplated against any such officers. Preference will be given to officers who have knowledge of computer applications. Officers applying for the post may be clearly made to understand that if they apply for the post, they will not be allowed to withdraw their candidature subsequently.

5. It is requested that this letter may be widely circulated amongst the eligible officers under your jurisdiction.

Yours faithfully

Sd/-

(KRISHNA A. MISHRA)  
Additional Director General(HRD/I&W)