

MOST URGENT



महानिदेशालय/ DIRECTORATE GENERAL
केन्द्रीय औद्योगिक सुरक्षा बल/ CENTRAL INDUSTRIAL SECURITY FORCE
(गृह मंत्रालय)/(MINISTRY OF HOME AFFAIRS)

ब्लॉक 13 सी.जी.ओ. कॉम्प्लेक्स/ BLOCK-13, CGO COMPLEX,
लोधी रोड, नई दिल्ली -03/ LODHI ROAD, NEW DELHI

No.E-16015/CISF/NCB-DEP/2024(VOLII)/PERSII-124639-(E)/867 Dated : 11-12-2025
To,

1. ADsG(APS/North/South)
2. All Sector IsG Concerned including NISA(H) and IG(Trg.)

Subject :- **FILLING UP THE VACANCY IN NCB ON DEPUTATION BASIS :REG**

Nominations are invited for the post of Assistant Director in the Pay Level-11 on deputation basis in NCB New Delhi.

2. It is, therefore, requested that nominations of willing and eligible officers in the rank of DC/Exe only (**Pay Level-11**) for the subject post in NCB who having eligibility criteria mentioned below and fulfil the norms of MHA's deputation policy dated 22.11.2016 and DoPT OM dated 17.06.2010, may kindly be sent in **Annexure-I** along-with Annexure-A, supporting certificate / documents in respect of educational qualification and experience (duly attested) to this Directorate in **hard** and soft copy for consideration through concerned ADsG by **25.12.2025 positively**. Nominations which are not routed through ADsG concerned or received with incomplete records or received after due date, will summarily be rejected.

3. The eligibility criteria of the above post is as under :-

Name of Post	: Assistant Director
Pay Scale	: Pay scale in PB-3 (Rs.15600-39100) + Grade Pay of Rs. 6600 (pre-revised) and in the revised pay matrix Level-11 which is equivalent to the rank of Deputy Commandant/Exe in CISF.
Number of Posts	: 02 (Two)
Eligibility Criteria	: (a) holding analogous posts on regular basis in the parent cadre or Department; and (b) possessing the following educational qualifications and experience; Essential: (i) Bachelor's Degree from a recognized University; (ii) 05 years experience in enforcement of regulatory laws and collection of intelligence relating thereto. Desirable:

	Experience of one year in investigation and supervision in any of the following fields:- (i) Drug related offences or Enforcement of criminal laws; (ii) Financial investigation (iii) Money laundering (iv) Economic Frauds or Offences.
Note: 1	Period of deputation including the 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 04 (four) years.
Note: 2	The maximum age limit for appointment by deputation shall not be exceeding 56 (fifty six) years on the closing date of receipt of applications.

ANNEXURE-A

Sl. NO.	Force No., Rank, Name (Ms.), Unit/Sector	D.O.B.	Age as on closing date	D.O.A with initial rank	Service as on closing date	D.O.P. (each rank)	Edu. Qual. (supporting document attached)
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)

Present Pay Level	Experience (supporting document attached)	Details of Major/Minor		Details of Hard Area service, if any.	Details of previous deputation /UN Mission/aboard, if any done	SHAPE Category	Remarks
		Major	Minor				
(9)	(10)	(11)	(12)	(13)	(14)	(15)	(16)

4. This has the approval of competent authority.

Digitally signed by
धर्मवीर यादव
DHARMVEER YADAV,
वरिष्ठ कमाण्डेन्ट/कार्मिक
SR. COMMANDANT/PERS,
FHQ NEW DELHI,
11-12-2025

Copy to:-

All Branch(es), FHQrs., New Delhi - For similar action, please
I/C EDP Cell - To upload this letter on CISF website, please.

Annexure-I

BIO-DATA/ CURRICULUM VITAE PROFORMA
[APPLICATION FOR THE POST OF ASSISTANT DIRECTOR IN NARCOTICS
CONTROL BUREAU (NCB) ON DEPUTATION BASIS]

1.	Name and Address (in Block Letters)				
2.	Date of Birth (in Christian era)				
3.	i) Date of entry into service				
	ii) Date of retirement under Central/State Government Rules				
4.	Educational Qualifications				
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)				
	Qualifications/Experience required as mentioned in the advertisement/vacancy circular				Qualifications/experience possessed by the officer
	Essential				Essential
	A) Qualification				A) Qualification
	B) Experience				B) Experience
	Desirable				Desirable
	B) Qualification				C) Qualification
	D) Experience				B) Experience
	<p>5.1 Note : This column needs to be amplified to indicate Essential and Desirable Qualifications as mentioned in the RRs by the Administrative Ministry/Department/Office at the time of issue of Circular and issue of Advertisement in the Employment News.</p> <p>5.2 In the case of Degree and Post Graduate Qualifications Elective/main subjects and subsidiary subjects may be indicated by the candidate.</p>				
6.	Please State clearly whether in the light of entries made by you above, you meet the requisite Essential Qualifications and work experience of the post.				
	<p>6.1 Note : Borrowing Departments are to provide their specific comments/views confirming the relevant Essential Qualification possessed by the Candidate (as indicated in the Bio-data) with reference to the post applied.</p>				
7.	Details of Employment, in chronological order (Enclose a separate sheet duly authenticated by your signature, if the space below is insufficient) :				
	Office/ Institution	Post held on regular basis	From	To	*Pay Band and Grade Pay/Pay scale of the post held on regular basis.
					Nature of duties (in detail) highlighting experience required for the post applied for

***Important :** Pay-band and Grade Pay granted under ACP/MACP are personal to the officer and

therefore, should not be mentioned. Only pay and Grade Pay/Pay Scale of the post held on regular basis to be mentioned. Details of ACP/MACP with present Pay Band and Grade Pay where such benefits have been drawn by the Candidate, may be indicated as below.

Office/Institution	Pay, Pay Band and Grade Pay drawn under ACP/MACP Schemes	From	To
8	Nature of present employment i.e. Ad-hoc or Temporary or Quasi-Permanent 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 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 alongwith Cadre Clearance, Vigilance Clearance and Integrity certificate.

9.2 Note : Information under Column-9 (c) & (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 Govt	
	b) State Govt.	
	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 Organization which is not following the Central Government Pay-scales, the latest salary slip issued by the Organization 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 publications 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 Organizations 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 _____

Mobile No. _____
Email ID _____
Home Town _____

Countersigned

**_____
(Employer/Cadre Controlling Authority with Seal)**

CERTIFICATE 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 qualifications and experience mentioned in the vacancy circular. 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 year is enclosed. (as the case may be)

Countersigned

**_____
Employer/Cadre Controlling Authority with Seal)**