Please find enclosed herewith a copy of this Directorate msg. No.E-16015/3/Misc-Depu/06/V-III/Estt-II/2325 dtd 25.06.2020 on the above subject.

2. The names of willing and eligible personnel for the above cited subject may please be sent to this Branch by 01.07.2020 positively for onward submission to Estt-II branch, please.

All branches in-charge, Fhq

Copy to

AC/Adm, FHQ

The contents of aforesaid message may please be announced in briefing/debriefing/Roll call by displaying in notice board etc. for wide publicity please.
E-MAILMESSAGE

सेवा में : एसडीजी/एपीएस, एडीजी/उच्च एवं सभी खण्ड महानिदेशक।
प्रेषक : महानिदेशक के खाते सूची में सूचीबद्ध नहीं दिल्ली

ई-16015/03/विके-प्रति/06/Vol.III/स्थान-2/2325/दिनांक 25/03/2020

एनटीआर्स में प्रतिष्ठित बाबत (.) IT HAS BEEN DECIDED TO SPONSOR HC/GD ON
DEPUTATION TO INTR0 FOR THE POST OF HEAD SECURITY ASSISTANT (LEVEL-4 OF THE PAY
MATRIX (.) THE DETAILS ARE AS UNDER:

<table>
<thead>
<tr>
<th>S. No.</th>
<th>NAME OF THE POST AND PAY SCALE</th>
<th>ESSENTIAL ELIGIBILITY CRITERIA &amp; AGE LIMIT</th>
</tr>
</thead>
</table>
| 01     | HEAD SECURITY ASSISTANT LEVEL-4 IN THE PAY MATRIX EQUIVALENT TO HC/GD IN CISF | Officers of the Central Government:-
(I) Holding analogous post on regular basis in the parent cadre or Department:
Desirable:
2. Possessing valid driving License
3. Successfully undergone training in fire-fighting.
Maximum Age Limit: 56 years. |

APART FROM THE ABOVE THE FOLLOWING ARE THE ELIGIBILITY CRITERIA :-

I) COMPLETED 16 YEARS OF SERVICE
II) NOT AWARDED ANY MAJOR/MINOR PUNISHMENT DURING LAST 10 YEARS
III) CLEAR FROM DE/VIGILANCE ANGLE
IV) NAMES OF PERSONNEL ALREADY SELECTED/SPONSORED FOR DEPUTATION TO OTHER ORGANIZATION WILL NOT BE ELIGIBLE.

IT IS REQUESTED THAT THE OFFER MAY BE CIRCULATED IN FIELD FORMATIONS AND NOMINATIONS OF WILLING AND ELIGIBLE HC/GD @1 FROM ALL SECTOR MAY BE SENT IN FOLLOWING FORMAT DULY SIGNED (IN MS-EXCEL) ALONGWITH FOLLOWING DOCUMENTS SO AS TO REACH AT THIS DTE BY 30.06.2020 REPEAT BY 30.06.2020 POSITIVELY IN CONSOLIDATED MANNER:-

I) BIO-DATA IN THE PRESCRIBED PRO-FORMA (AS PER ANNEXURE-‘1’) DULY SIGNED BY THE CANDIDATE AND COUNTERSIGNED BY THE COMPETENT AUTHORITY;
II) COPIES OF APAR/ACRS FOR THE LAST 5 YEARS DULY ATTESTED ON EACH PAGE;
III) DE/VIGILANCE/SEXUAL HARASSMENT CLEARANCE & INTEGRITY CERTIFICATE.

IT MAY ALSO BE ENSURED THAT THE NOMINATION SHOULD NOT BE SENT IN PIECEMEAL/INCOMPLETE MANNER (.) NOMINATIONS NOT ROUTED THROUGH SECTOR IsG OR RECEIVED WITH INCOMPLETE RECORDS OR RECEIVED AFTER DUE DATE WILL BE SUMMARILY REJECTED (.) IT MAY ALSO BE ENSURED THAT THE NOMINATION SHOULD NOT BE SENT IN EXCEEDS OF THE PRESCRIBED LIMIT ALLOTTED TO SECTOR IsG (.) FURTHER, IT SHOULD BE

Date: 29-06-2020

[Signature]
ENSURED THAT WHILE FORWARDING THE NOMINATIONS TO THIS DTE, NO ELIGIBLE SENIOR NOMINATIONS IS LEFT OUT IN THE NOMINATIONS RECEIVED FROM UNITS.

<table>
<thead>
<tr>
<th>S.NO</th>
<th>CISF No</th>
<th>Rank</th>
<th>Name</th>
<th>Unit</th>
<th>DOB DD/MM/YYYY</th>
<th>DOA DD/MM/YYYY</th>
<th>Age YY MM</th>
<th>Total Service YY MM</th>
<th>Edu Quil</th>
</tr>
</thead>
<tbody>
<tr>
<td>(1)</td>
<td>(2)</td>
<td>(3)</td>
<td>(4)</td>
<td>(5)</td>
<td>(6)</td>
<td>(7)</td>
<td>(8)</td>
<td>(9)</td>
<td>(10)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Home State</th>
<th>Punishment details (Major in entire service &amp; Minor in last 10 years)</th>
<th>ACR Grading (Last 05 years)</th>
<th>Details of previous deputation/UN Mission (Nepal/Haiti/Dhaka etc)</th>
<th>Hard Area service YY MM</th>
<th>SHAPE category with date</th>
<th>Course Done</th>
<th>Basic Pay and Level</th>
<th>Remarks</th>
</tr>
</thead>
</table>


[NOTE: ALL THE ABOVE PARTICULARS MAY BE GIVEN IN SINGLE CELL AND DATE SHOULD BE MENTIONED AS DD/MM/YYYY. NOMINATIONS MAY BE FORWARDED IN SOFT COPY TO aigestt@cisf.gov.in and ac-esttt@cisf.gov.in AND HARD COPY MAY ALSO BE SENT TO THIS DTE. NIL REPORT IS ALSO REQUIRED MSG OVER!!!]

Internal AIG/ADM

Request to forward the nomination of personnel posted in FHQ in the rank of HC/GD @1 and nominations of attached personnel may be routed through concerned Sector HQrs.

AIG/TECH, EDP CELL – To place in CISF web site under latest news column.
Application for deputation to the post of Head Security Assistant

1. Rank & No. :

2. Name and Address :

   (In BLOCK letters)

3. Contact (Mobile) No.: Email ID:

4. Date of Birth :

5. Date of Joining Govt. Service :

6. Educational Qualifications :

7. Computer Knowledge or training in: fire-fighting or valid driving license, if any

8. Home Town (State & District) :

9. Details of Employment, in chronological order, (Enclose a separate sheet, duly authenticated by your signature, if the space below is insufficient).

<table>
<thead>
<tr>
<th>Name of Deptt/ Office</th>
<th>Post held</th>
<th>From</th>
<th>To</th>
<th>Level in the Pay Matrix</th>
<th>Nature of duties</th>
</tr>
</thead>
</table>

9. Nature of present employment, i.e. : whether ad-hoc/temporary/permanent

10. Present Medical Category :

Date :

Signature of the candidate

Certificate to be given by the Head of Office/Employer of the applicant

1. Certified that the particulars furnished by the applicant are correct.
2. Certified that no disciplinary/vigilance case is pending or contemplated against the applicant.
3. Certified that his integrity is beyond doubt.
4. Certified that no major or minor penalty has been imposed on the applicant during the last 10 years and a statement mentioning overall grading of applicant's APARs during last 5 years is enclosed.

Signature of Head of Office/Employer
(with seal/stamp)
OVERALL GRADING OF 'APARs' FOR LAST FIVE YEARS

No./Rank/Name: ...........................................................................................................................................

<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>Year</th>
<th>Overall grading</th>
<th>Remarks, if any</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Date: ......................................................... Signature of Head of Office/Employer
(with Seal/Stamp)