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Addl. Secy, GAO

No. 1/5/2005-IR Vol.II
Government of India
Ministry of Personnel, Public Grievances and Pensions
Department of Personnel & Training



North Block, New Delhi, 20th November, 2008.


CIRCULAR

Subject:- Filling up of the post of Registrar in the pay scale of Rs. 18400-22,400(Pre-revised) in the Central Information Commission, New Delhi.

Applications are invited from the eligible officers who have been working as Registrar at least for a period of 3 years in the pay scale of Rs.18400-22400(pre-revised) in the judicial or quasi-judicial organizations to fill up the post of Registrar in the pay scale of Rs.18400-22400 (pre-revised) in the Central Information Commission, New Delhi. The period of deputation will be for a period of 3 years. The selection will be done by a Committee as per guidelines contained in this Ministry's O.M. No.AB.14017/11/2004-Estt.(RR) dated 30th July, 2007. The terms and conditions of the service will be governed under guidelines issued by the Government of India from time to time.

2. The duly filled application in the enclosed proforma in duplicate may reach this Department (Smt. Anuradha S. Chagti, Deputy Secretary(RTI)) within a period of 4 weeks from the date of publication of this circular along with the following documents:-

- (i) Vigilance Clearance
- (ii) Integrity Certificate
- (iii) ACRs for the last 5 years
- (iv) Documents in support of any special qualifications


(Harish Chander)

Under Secretary to the Govt. of India

- To,
- 1. Registrar, Supreme Court of India
 - 2. Registrars All the High Courts of the States
 - 3. All Ministries/Departments of Government of India for circulation among Commissions/Tribunals concerning them.
 - 4. The Chief Secretaries of all the State Governments/UTs
 - 5. Central Information Commission
 - 6. NIC, DOP&T, North Block: for uploading on website of the Ministry
 - 7. DAVP

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to web site
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PROFORMA

1. Name and address
2. Date of Birth
3. Date of retirement
4. Educational Qualifications
5. Details of employment in chronological order(Enclose a separate sheet duly authenticated by your signature, if the space below is insufficient)

Organisation	Post Held From To	Scale of Pay & Basic Pay	Nature of duties
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6. Nature of present employment i.e. ad hoc or regular
7. In case the present employment is held on Deputation basis, please state:
 - a) the date of initial appointment
 - b) period of appointment on deputation
 - c) Name of the parent office/orgn. to which belong
8. Present Pay Scale
9. Remarks, if any.

Signature of the Candidate

Address: _____

Service particulars given by the applicant are verified with reference to his service records and are found to be correct.

Signature with seal of the Competent Authority.