

No. 1/Estt(G-3)/2023(Cir)- 1077
INTELLIGENCE BUREAU
(Ministry of Home Affairs)
Government of India

New Delhi, the 3 MAR 2024

Circular Memorandum

The following vacancies in 12 Non-Gazetted ranks (Group B & Group C) in IB/Bol (MHA) are to be filled up on deputation basis. Details of each post along with educational qualifications, experience and specific eligibility conditions are available at Annexure A, whereas bio-data pro-forma for applying on deputation is enclosed at Annexure B.

Name of post & pay level	Vacancy	Name of post & pay level	Vacancy
ACIO-I/Exe (Lvl 8)	80	ACIO-II/Civil works (Lvl 7)	03
ACIO-II/Exe (Lvl 7)	136	JIO-I/MT (Lvl 5)	22
JIO-I/Exe (Lvl 5)	120	Halwai-cum-Cook (Lvl 3)	10
JIO-II/Exe (Lvl 4)	170	Caretaker (Lvl 5)	05
SA/Exe (Lvl 3)	100	PA (Lvl 7)	05
JIO-II/Tech (Lvl 7)	08	Printing-Press-Operator (Lvl 2)	01
TOTAL VACANCIES = 660			

2. Minimum tenure of deputation will be 3 or 5 years (depending on RRs of the post applied for), further extendable up to a maximum of 7 years and following will be the additional perks that a deputationist would be eligible to receive during his/her tenure in IB/Bol:-

- a) Special Security Allowance @20% of basic pay.
- b) 1 month's extra salary (Basic+DA) viz. **Cash Compensation** in lieu of duties performed on non-working days/ GH (maximum 30 days per annum) for non-Gazetted officials.
- c) Uniform allowance @ Rs. 10,000/- per annum if posted in Bol (not IB) and one-time Clothing allowance as admissible if posted at high-altitude stations.
- d) 1-Hometown and 1-all-India **LTC package** (with dependent family members) in 4 year's block along with 10 days leave encashment (Basic pay + DA)
- e) Children Education Allowance @Rs. 27,000/- per annum per child, if ward resides in a hostel, Hostel subsidy @Rs. 81,000/- per annum.
- f) If posted to hardship locations of Bureau, additional allowances e.g. **ration money, risk allowance, island allowance, special duty allowance** etc. are admissible in addition to regular allowances.
- g) **Scholarship** is available to meritorious wards of personnel

3. The application of willing and eligible officers, who have completed cooling off period 3 years since last deputation (if applicable), and have not undergone more than 1 deputation prior to this, may be forwarded with the following documents so as to reach the **Joint Deputy Director/G-3, Intelligence Bureau, Ministry of Home Affairs, 35 S P Marg, Bapu Dham, New Delhi-110021:-**

- (i) Bio-data (as per Annexure-B) duly filled and signed by the candidate, along with attested copies of relevant educational/training certificates and forwarded through proper channel, duly signed certificate of cadre controlling authority (last page of Annex-B);
- (ii) Attested copies of the updated ACRs/APARs for last five years;
- (iii) Vigilance Clearance and Integrity Certificate, duly signed by cadre controlling authority, including a statement of major/minor penalties, if any, imposed on the officers during the last 10 years.

4. It is made clear that only such applications will be entertained which are complete in all aspects and duly forwarded through proper channel. Applications received without proper channel or as advance copy (direct applications or applications from non-Government personnel) or after closing date or without all or any of the enclosures (mentioned in para 3 above) or otherwise found incomplete, will not be considered and no correspondence will be made or entertained in this regard. **The number of posts advertised are tentative and may increase or decrease at the time of selection.** All the posts circulated below have all-India transfer/posting liability. An official selected to these posts will be on deputation for a period as specified in the induction order which may be curtailed or extended if exigencies of service so require. The crucial date for determining the age-limit shall be the closing date for receipt of applications from candidates. **The last date of receipt of nominations would be 60 days from the date of publication of the advertisement in Employment News.** Nominations are invited for deputation, in certain posts which have provision for absorption or permanent transfer of service, the same would be considered based on merits and utility of performance of a deputationist. Absorption cannot be claimed as a matter of right. Before forwarding applications, controlling authority must ensure that an applicant fulfills all terms and conditions as mentioned in this circular.

5. Tenure of deputation of selected personnel would be governed as per applicable guidelines of DOP&T & MHA, most importantly in terms of DoP&T OM No. AB 14017/71/89-Estt(RR) dt. 3.10.89, No. 6/8/2009-Estt. (Pay II) dt. 17.6.10 and MHA OM no 1/21022/03/2016-Pers-II dtd. 22.11.2016 as amended from time to time. The general terms and conditions for deputation as elaborated above may be read with the DoP&T's guidelines on deputation /absorption.


13/3/2024
(Abhijit Das)
Joint Deputy Director
011-24158440

EDUCATIONAL QUALIFICATIONS & ELIGIBILITY CRITERIA

1. Assistant Central Intelligence Officer-I/Executive (80 vacancies), General Central Service (Group-B), Non-Gazetted, Non-Ministerial (level 8 of the pay matrix Rs. 47,600-1,51,100 as per 7th CPC).

Eligibility: Deputation / Absorption

Officers under the Central Police Organizations or State Police Organizations or Defence Forces:

(a) (i) holding analogous post on regular basis in the parent cadre or department; or

(ii) with two years' service in the grade rendered after appointment thereto on a regular basis in level 7 (Rs. 44,900-1,42,400) in the pay matrix or equivalent in the parent cadre or department; and

(b) possessing the following educational qualifications and experience:

(i) bachelor's Degree from a recognized university or equivalent; and

(ii) two years' experience in security or intelligence work.

Note-1: The departmental officers in the feeder category, who are in the direct line of promotion, shall not be eligible for consideration for appointment on deputation. Similarly, deputationists shall not be eligible for consideration for appointment by promotion.

Note-2: Period of deputation including 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 exceed 3 years.

Note-3: The maximum age-limit for appointment by deputation or absorption shall be not exceeding fifty-six years as on the closing date of receipt of applications.

Note-4: For the purpose of appointment on deputation or absorption basis, the service rendered on a regular basis by an officer prior to 1st January, 2016 or the date from which the revised pay structure based on the Seventh Central Pay Commission recommendations has been extended, shall be deemed to be service rendered in the corresponding level in the pay matrix extended based on the recommendations of the said Pay Commission.

2. Assistant Central Intelligence Officer-II/Executive (136 vacancies), General Central Service (Group-C), Non-Gazetted, Non-Ministerial in level 7 of the pay matrix (Rs. 44,900-1,42,400).

Eligibility: Deputation / Absorption

Officers of the Central Police Organizations or State Police Organizations or Defence Forces:

(a) (i) holding analogous post on regular basis in the parent cadre or department; or

(ii) with five years' service in the grade rendered after appointment thereto on a regular basis in level 6 (Rs. 35,400-1,12,400) in the pay matrix or equivalent in the parent cadre or department; and

(b) possessing the following educational qualifications and experience, namely:

Essential –

(i) Graduation or equivalent from a recognized university; and

(ii) two years' experience in security or intelligence work.

Desirable –

Knowledge of Computers.

Note-1: The departmental officers in the feeder grade, who are in the direct line of promotion, shall not be eligible for consideration for appointment on deputation. Similarly, deputationists shall not be eligible for consideration for appointment by promotion.

Note-2: The period of deputation including 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 not exceed five years. The maximum age-limit for appointment by deputation/absorption shall be not exceeding fifty-six years as on the closing date of receipt of applications.

Note-3: For the purpose of appointment on deputation or absorption basis, the service rendered on a regular basis by an officer prior to 1st January, 2016 or the date from which the revised pay structure based on the Seventh Central Pay Commission recommendations has been extended, shall be deemed to be service rendered in the corresponding level in the pay matrix extended based on the recommendations of the said Pay Commission.

3. Junior Intelligence Officer-I/Executive (120 vacancies), General Central Service (Group C), Non Gazetted, Non-Ministerial, in level 5 of the pay matrix Rs. 29,200-92,300 as per 7th CPC.

Eligibility: Deputation / Absorption

Officers of the Central Police Organizations or State Police Organizations or Defence forces:-

Essential: Matriculate or equivalent from a recognized board, and

i) holding analogous post 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 level 4 (Rs. 25,500- 81,100) in the pay matrix or equivalent in the parent cadre or department.

Note 1: The departmental officers in the feeder grade who are in direct line of promotion shall not be eligible for consideration for appointment on deputation. Similarly, deputationists shall not be eligible for consideration for appointment by promotion.

Note 2: The period of deputation including 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 not exceed five years. The maximum age limit for appointment by deputation/absorption shall be not exceeding fifty-six years as on the closing date of receipt of applications.

4. Junior Intelligence Officer-II/Executive (170 vacancies), General Central Service (Group C), Non Gazetted, Non-Ministerial, in level 4 (Rs. 25,500-81,100) in the pay matrix as per 7th CPC.

Eligibility: Deputation / Absorption

Officers of the Central Police Organizations or State Police Organizations or Defence forces:-

Essential: Matriculate or equivalent from a recognized board, and

(i) holding analogous post 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 level 3 (Rs. 21,700 - 69,100) in the pay matrix or equivalent in the parent cadre or department.

Note 1: The departmental officers in the feeder grade who are in direct line of promotion shall not be eligible for consideration for appointment on deputation. Similarly, deputationists shall not be eligible for consideration for appointment by promotion.

Note 2: The period of deputation including 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 not exceed five years. The maximum age-limit for appointment by deputation/absorption shall be not exceeding fifty-six years as on the closing date of receipt of application.

5. Security Assistant/Executive, (100 vacancies), General Central Service (Group C), Non-Gazetted, Non-Ministerial, in Level 3 (Rs.21,700 - 69,100) in the Pay Matrix as per 7th CPC.

Eligibility: Deputation / Absorption

Officers of the Central Police Organizations or State Police Organizations or Defence Forces holding analogous post or eligible to hold analogous post on regular basis in the parent cadre or department.

Essential: Matriculate or equivalent from a recognized board

Desirable:

Field experience in intelligence work

Note : The period of deputation including 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 not exceed five years. The maximum age-limit for appointment by deputation or absorption shall be not exceeding fifty-six years as on the closing date of receipt of application.

6. Junior Intelligence Officer-II/Tech (08 vacancies), General Central Service, Group C, Non-Gazetted, Non-Ministerial in the Pay Band 1: Rs. 5200-20200 with Grade Pay of Rs. 2400/-(Level 4 of the pay matrix Rs. 25500-81100 as per 7th CPC).

Eligibility: Deputation

Officers under the Central Government or State Governments:

(a) (i) holding analogous posts on a regular basis in the parent cadre/ department; or

(ii) officials from amongst other cadres of Intelligence Bureau and having put up a minimum of two years' service in the grade; and

(b) Possessing the following educational qualifications: -

(i) Diploma in Engineering in following fields: -

Electronics or Electronics and Tele-communication or Electronics and Communication or Electrical and Electronics or Information Technology or Computer Science or Computer Engineering or Computer Applications from a Government recognized university or institute. or

(ii) Bachelor's Degree in Science with Electronics or Computer Science or Physics or Mathematics from a Government recognised university or institute. or

(iii) Bachelor's Degree in Computer Applications from a Government recognised university or institute.

Desirable Skills:

(i) Handling/maintenance of HF/VHF Comm. Sets

(ii) Hardware Maintenance/Upkeep with Basic Software Knowledge

(iii) Electronic Surveillance

Note1: The period of deputation including 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 exceed three years.

Note2: The maximum age limit for appointment by deputation shall be not exceeding fifty-six years as on closing date of receipt of application.

7. Assistant Central Intelligence Officer-II/Civil Works (03 vacancies), General Central Service (Group-C), Non-Gazetted, Non-Ministerial in level 7 of the pay matrix (Rs. 44,900-1,42,400).

Eligibility: Deputation

Officers under the Central Government or State Governments or Union territories:-

Holding analogous post 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 level 6 (Rs. 35,400 – 1,12,400) of the pay matrix or equivalent in the parent cadre/department; and

(b) possessing the educational qualifications

(a) Bachelor of Engineering or Bachelor of Technology or Bachelor of Science (Engineering) in Civil; or Electrical stream from a recognised university; or

(b) Bachelor of Architecture from a recognised university

Note 1- Period of deputation including period of deputation 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 exceed three years.

Note 2.- The maximum age-limit for appointment by deputation or absorption shall not be exceeding fifty-six years as on the closing date of receipt of applications.

8. Junior Intelligence Officer-I (Motor Transport): (22 vacancies), General Central Service, Group C, Non-Gazetted, Non-Ministerial in level 5 of the pay matrix Rs. 29200-92300 as per 7th CPC.

Eligibility: Deputation / Absorption

Officers of the Central Government or State Government or Central Police Organizations –

(a)(i) holding analogous post on regular basis in the parent cadre/department; or

(ii)with five years' regular service in the grade rendered after appointment thereto on regular basis in Lvl 4 of 7th CPC pay matrix (25500-81100) or equivalent in the parent cadre/department; and

(b) Possessing valid heavy/commercial driving license issued by the competent authority and at least matriculate (10th pass) from a recognised board. Candidate should also possess knowledge of motor mechanism, should be able to remove minor defects in the vehicle, and possess experience of driving motor car for at least 1 year after obtaining valid driving licence.

Note 1: The Departmental officers in the feeder category who are in the direct line of promotion shall not be eligible for consideration for appointment on deputation. Similarly, deputationists shall not be eligible for consideration for appointment by promotion.

Note 2: Period of deputation including 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 not exceed five years.

Note 3: The maximum age limit for appointment by deputation/absorption shall be not exceeding 56 years as on closing date of receipt of applications.

9. Halwai Cum Cook: (10 vacancies), General Central Service (Group-C), Non-Gazetted, Non-Ministerial (level 3 of the pay matrix Rs. 21,700-69,100 as per 7th CPC).

Eligibility: Deputation/Absorption

Officers of the Central Government-

- (a)(i) holding analogous post on regular basis; or
- (ii) Assistant-Halwai-cum-Cook with at least 3 years regular service in Level 2 of 7th CPC pay matrix; and
- (b) Possessing the following qualifications and experience:-
 - (i) 10th pass with a certificate or diploma in catering, etc.
 - (ii) Experience: 2 years in a Govt. Department or Undertaking

Note 1: Period of deputation including 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 exceed three years. The maximum age limit for appointment by deputation shall be not exceeding 56 years as on closing date of receipt of applications.

Note 2: Departmental officials in the feeder category who are in the direct line of promotion to the post will not be eligible for consideration for appointment by deputation. Similarly, deputationists shall not be eligible for consideration for appointment by promotion.

10. Caretaker (5 vacancies), General Central Service, Group C, Non-Gazetted, Ministerial in level 5 (Rs. 29200-92300) in the pay matrix as per 7th CPC.

Eligibility: Deputation

- (i) Any Group C employee of Intelligence Bureau with five years' regular service in level 4 (Rs. 25500-81100) in the pay matrix; or
- (ii) Employees of Central Government or the State Governments or Union territories holding analogous posts on regular basis in the parent cadre or department.

Note 1: The departmental officers in the feeder category who are in the direct line of promotion will not be eligible for consideration for appointment on deputation. Similarly, deputationists shall not be eligible for consideration for appointment by promotion.

Note 2: Period of deputation including 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 not exceed three years.

Note 3: The maximum age limit for appointment by deputation/absorption shall be not exceeding 56 years as on closing date of receipt of applications.

11. Personal Assistant (5 vacancies), General Central Service(Group-B), Non-Gazetted, Ministerial in the Pay Level 7 of the pay matrix Rs. 44900-142400 as per 7th CPC

Eligibility: Deputation

Personal Assistants/ Stenographers of Central/ State Governments-

- (a)(i) holding analogous posts on regular basis in the parent cadre/ department; or

(ii) With ten years' regular service in the grade rendered after appointment thereto on regular basis in Lvl 4 of 7th CPC pay matrix (25500-81100) or equivalent in the parent cadre/department;

(iii) possessing 10+ 2 pass or equivalent from a recognised Board.

Note 1: The departmental officers in the feeder grade who are in direct line of promotion shall not be eligible for consideration for appointment on deputation. Similarly, deputationists shall not be eligible for consideration for appointment by promotion.


Note 2: Period of deputation including 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 not exceed five years. The maximum age limit for appointment by deputation or absorption shall be not exceeding 56 years as on the closing date of receipt of applications.

Note 3: For the purpose of appointment on deputation or absorption basis, the service rendered on a regular basis by an officer prior to 1st January, 2016 or the date from which the revised pay structure based on the Seventh Central Pay Commission recommendations has been extended, shall be deemed to be service rendered in the corresponding level in the pay matrix extended based on the recommendations of the said Pay Commission.

12. Printing Press Operator (1 vacancy), General Central Service, Group C, Non-Gazetted, Non Ministerial in the scale of pay (Level 2 of the pay matrix Rs. 19900-63200 as per 7th CPC).

Eligibility: Deputation

Employees of Central Government or the State Governments or Union territories holding analogous posts on regular basis in the parent cadre or department **and having proficiency in operating and maintaining Gestetner machines.**


13/3/2024
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