



भारत सरकार  
GOVERNMENT OF INDIA  
खान मंत्रालय  
MINISTRY OF MINES  
भारतीय खान ब्यूरो  
INDIAN BUREAU OF MINES

No. A-32013/4/2019-Rectt.

Nagpur, dt. 22-06-2020

**CIRCULAR**

18 posts of Deputy Controller of Mines in pay Level – 12 (Rs. 78800-209200) is vacant in Indian Bureau of Mines under the Ministry of Mines which is to be filled up by deputation (including short term contract).

02. Duties in brief of Deputy Controller of Mines in IBM are as under:

Inspection of Mines for systematic development, conservation of minerals and protection of mines environment under the Mines and Minerals (Development and Regulation) Act, 1957 and rules made there under. To prefer court complaints for violations of Mines and Minerals (Development & Regulation) Act and rules made there under. To inspect and to collect the samples under Environment (Protection) Act, 1986. To advise the mine owners on the adoption of appropriate technology for prospecting and mining; to advise on beneficiation and utilisation of submarginal grade ore and rejects; protection of environment in mining areas. To undertake site inspections in connection with processing of mining plan/scheme of mining. To approve the scheme of mining in respect of category 'B' mines as and when empowered. To monitor the mining activities in accordance with the approved mining plan/scheme of mining. To process stoping proposals for underground mines. Technical data processing and retrieval as and when required. To work as officer incharge and Head of Office as and when assigned. Any other duties that may be assigned by the superior officers

03. As per the Recruitment Rules to the post of Deputy Controller of Mines, the candidates to be considered for appointment by deputation (including short term contract) should be Officers of the Central Government or State Government or Union territories or autonomous or statutory organization or public sector undertakings or University or recognised research institution:

- (A) (i) holding analogous post on regular basis in the parent cadre or department; or  
(ii) with 5 years service in the grade rendered after appointment thereto on a regular basis in posts in level-11 in the pay matrix (Rs.67700-208700), and.
- (B) Possessing the following educational qualifications and experience :-  
(a) Bachelor of Engineering or Technology in Mining Engineering from a recognised University or institution ;  
(b) Ten years experience in core Mining activity in:-  
(i) Managerial position in Metalliferous (Non-coal) mines which includes the period as graduate or management or junior trainee engineer; or  
(ii) Government Department dealing with mines and minerals, in level-10 in the pay matrix (Rs.56100-177500) or above in pay matrix or
- (C) (i) Master of Engineering or Technology in Mining Engineering from a recognised University or institution;  
(ii) Eight years experience in core Mining activity in:-  
(a) Managerial position in Metalliferous (Non-coal) mines which includes the period as graduate or management or junior trainee engineer; or  
(b) Government Department dealing with mines and minerals, in level-10 in the pay matrix (Rs.56100-177500) or above.

**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, the deputationists shall not be eligible for consideration for appointment by promotion.

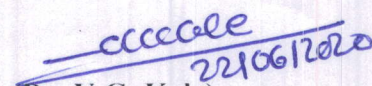
**Note 2.** The period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organisation or department of the Central Government shall ordinarily not exceed four years.

**Note 3.** The Maximum age limit for appointment by deputation shall be not exceeding fifty six years as on the closing date of receipt of applications.

04. The deputation period will be initially for 03 years and will be considered for further extension on the basis of requirement of this department and NOC from the parent department. However, the officer may also consider for pre-mature reversion to the parent cadre by serving 03 months advance notice to the parent department as well as to the officer in terms of provisions contained under DOPT OM No. 6/8/2009-Estt.(Pay II) dated 17-06-2010.

05. Application containing the bio-data (in triplicate) of the officer who fulfills the above as on the closing date may be sent through proper channel addressed to **the Controller of Mines (P&C), 2<sup>nd</sup> Floor, Indian Bureau of Mines, Indira Bhavan, Civil Lines, Nagpur - 440 001** in the enclosed bio-data proforma (Annexure - I) within 60 days from the date of publication of advertisement in the Employment News alongwith up-to-date Confidential Reports/Dossiers for the preceding 5 years, Integrity Certificate, Vigilance Clearance and No penalty certificate for preceding 10 years of the officer concerned. Applications received after the closing date will not be entertained. Also, advance copies of application or not accompanied with all above certificates/enclosures are liable to be rejected.

Encl. As above.

  
(Dr. Y.G. Kale)  
Regional Controller of Mines &  
Head of Office

Copy to :

1. The Officers of the Central Government or State Government or Union territories or autonomous or statutory organization or public sector undertakings or University or recognised research institution, with the request to circulate the vacancy amongst the officers under their control and forward the applications of suitable officers to this office with relevant documents by the closing date/period indicated above.
2. The Under Secretary to the Govt. of India, Ministry of Mines, (M-III), Shastri Bhavan, New Delhi.
3. The Section Officer (M-III), Ministry of Mines, Shastri Bhavan, New Delhi.
4. The Office-in-Charge, TMIS, IBM, Nagpur for uploading the Notice and Circular on IBM's website.

  
(Dinesh Kumar)  
Administrative Officer

# BIO-DATA/CURRICULUMVITAE PROFORMA

## ANNEXURE-I

|  |                                     |      |    |  |   |  |
|--|-------------------------------------|------|----|--|---|--|
| 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  |  |
| <b>Essential</b>   |                                     |      |    |  | <b>Essential</b>  |  |
| A)Qualifications   |                                     |      |    |  | A)Qualifications  |  |
| B)Experience   |                                     |      |    |  | B)Experience  |  |
| <b>Desirable</b>   |                                     |      |    |  | <b>Desirable</b>  |  |
| A)Qualifications   |                                     |      |    |  | A)Qualifications  |  |
| B)Experience   |                                     |      |    |  | B)Experience  |  |
| 5.1 Note: This column needs to be amplified to indicate Essential and Desirable Qualifications as mentioned in the RRs by the <b>Administrative Ministry/Department/Office</b> at the time of issue of Circular and issue of Advertisement in the Employment News. |                                     |      |    |  |   |  |
| 5.2 In the case of Degree and Post Graduate Qualifications Elective/main subjects and subsidiary subjects may be indicated <b>by the candidate</b> .   |                                     |      |    |  |   |  |
| 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   |                                     |      |    |  |   |  |
| 6.1 Note: Borrowing Departments are to provide their specific comments/views confirming the relevant Essential Qualification/ Work experience possessed by the Candidate (as indicated in the Bio-data) with reference to the post applied.                        |                                     |      |    |  |   |  |
| 7. Details of Employment, in chronological order. <b>Enclose a separate sheet duly authenticated by your signature, if the space below is insufficient.</b>  |                                     |      |    |  |   |  |
| Office/<br>Institution   | Post<br>held on<br>Regular<br>basis | From | To | *Pay Band and<br>Grade Pay/Pay<br>Scale of the post<br>held on regular basis | Nature of Duties(in<br>detail) highlighting<br>experience<br>required for<br>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 Band and Grade Pay/Pay scale of the post held on regular basis to be mentioned. Details of ACP/MACP with present Pay Band 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 Scheme | 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 |
|   |   |  |   |
| <p><b>9.1 Note:</b> In case of Officers already on deputation, the applications of such officers should be forwarded by the parent cadre/Department along with Cadre Clearance, Vigilance Clearance and Integrity certificate.</p> <p><b>9.2 Note:</b> Information under Column 9 (c) &amp; (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.</p> |   |  |   |
| 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:<br>Please state whether working under (indicate the name of your employer against the relevant column)<br>a) Central Government<br>b) State Government<br>c) Autonomous Organization<br>d) Government Undertaking<br>e) Universities<br>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)<br>(Note: Enclose a separate sheet, if the space is insufficient)  |  |                  |
| 16.B Achievements:<br>The candidates are requested to indicate information with regard to:<br>i. Research publications and reports and special projects<br>ii. Awards/Scholarships/Official Appreciation<br>iii. Affiliation with the professional bodies/institutions/societies and;<br>iv. Patents registered in own name or achieved for the organization<br>v. Any research/innovative measure involving official recognition<br>vi. Any other information.<br>(Note: Enclose a separate sheet, if the space is insufficient) |  |                  |
| 17. Please state whether you are applying for deputation (ISTC/Absorption/re-employment basis).<br>(Officers under Central/State Governments are only eligible for "Absorption".<br>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.

(Signature of the candidate)

Address:

Date

Certification 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 years is enclosed. (as the case may be)

Countersigned  
(Employer/Cadre Controlling Authority with Seal)