



भारत सरकार Govt. of India)  
लक्षद्वीप प्रशासन /Lakshadweep Administration)  
[भारतीय आरक्षित वाहिनी] [India Reserve Battalion]  
मुख्यालयकवरत्ती - (Headquarter- Kavaratti)  
[Phone- 04896 262251/262395]  
[Email id- lak-cinb@nic.in]

F.No.1/ 7/2002-IRBn/

Dated: 6 / 6 /2020.

**CIRCULAR**

Sub: - Filling up of the posts in the India Reserve Battalion, Lakshadweep Daman &Diu and Dadra & Nagar Haveli on Deputation basis – Application invited - Regarding.

Vacant Post of **one Deputy Commandant –Group ‘A’** (Gazetted non- ministerial) under India Reserve Battalion, Lakshadweep Daman & Diu and Dadra & Nagar Haveli as detailed in the Annexure-I attached to this Circular are proposed to be filled up on deputation basis from among the suitable officers/officials of the CPMF/ States/ union Territories on the General terms and Conditions detailed in Annexure-II.

Applications of officers/officials, who are eligible and willing to be considered and can be relieved immediately after selection, may be forwarded to this office in the prescribed format enclosed herewith. The applications should reach this office by 4<sup>th</sup> September 2020 at 5 PM. Copies of ACR of the individuals to be forwarded. The copies of ACRs should be attested with rubber stamp in each and every page by the applicant's parent department. Vigilance clearance Certificate and certificate to the effect that no court case is pending against the officer concerned, for considering their eligibility may also be forwarded. The applications/CV not accompanied by supporting certificates/documents in support of qualification and experience claimed by the candidates would not be processed for determining the eligibility of the candidates for the selection. I

The maximum age limit for appointment on deputation shall be 56 years as on closing date of receipt of applications.

  
6/6/2020

निधिन् वलसन, भापु.से (समादेष्टा)  
Nidhin Valsan, IPS, Commandant  
[भारतीय आरक्षित वाहिनी] [India Reserve Battalion]  
मुख्यालयकवरत्ती - (Headquarter- Kavaratti)

To,

1. The DGs/ IGs, of all CPMFs / State/ UT Police Organizations.

Copy forwarded to:- (1) All Ministries, Govt. of India, New Delhi  
(2) Under Secretary UPSC, Dholpur House, Shahjahan Road, New Delhi.

**ANNEXURE - I**

S.No.	Designation	Scale of Pay	In case of Deputation	No. of posts
1.	Deputy Commandant (Group- A, Gazetted, Non- Ministerial)	Level-11 PB-3 Rs. 15600- 39100 (GP Rs. 6600) Pre - revised	<p align="center"><u>DEPUTATION(ISTC)</u></p> <p>Officers of the central paramilitary forces and regular police forces of State Government/ Union territories.</p> <p>(A)(I) Holding analogous posts on a regular basis in the parent cadre/ department; OR (ii) with Five years service in the grade rendered after appointment thereto on a regular basis in the PB -3, Rs. 15600-39100 plus grade pay of Rs. 5400 or equivalent in the parent cadre/ department; AND (B) Possessing the following educational qualifications and experience. (i) Bachelors degree in any discipline from a recognized university. (II) Five years experience in insurgency/border area or in the recognized training institute or central/ state governments/ UT Govt./CPMF or in the field of internal security, law &amp; order.</p> <p>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/ absorption. Similarly, deputationist shall not be eligible for consideration for appointment by promotion.</p> <p>(period of deputation (ISTC) including period of deputation (ISTC) in ANOTHER EX cadre post held immediately preceding this appointment in the same or some other organization / department of the central government shall ordinarily not to exceed four years. The maximum age limit for appointment by deputation (ISTC) shall not be exceeding 56 years as on the closing date of receipt of applications)</p> <p>Note:- For the purpose of appointment on deputation basis. The service rendered on a regular basis by an officer prior to 1.1.2006/the date from which the revised</p>	01

			pay structure based on the 6th CPC recommendations has been extended, shall be deemed to be service rendered in the corresponding grade pay/pay scale extended based on the recommendations of the pay commission except where there has been merger of more than one pre-revised scale of pay in to one grade with a common grade pay/pay scale, and where this benefit will extend only for the post(s) for which that grade pay/pay scale is the normal replacement grade without any up-gradation.	
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**TERMS AND CONDITIONS OF DEPUTATION**

1. Period of Deputation: - Duration of maximum deputation tenure shall be 4 years with reference to Recruitment Rule for the post of Deputy Commandant.
  2. a) Pay :- (1) If the transfer is in the public interest during the period of deputation the Govt. servant will have the option either to get his pay fixed in the deputation post under the operation of the normal rules or to draw pay of the post held by him in his parent government plus deputation (duty) allowance in accordance with the subject to the conditions of the Ministry of Finance OM read with the Ministry of Personal, public grievances and pensions (Dept. of Personal & Training) OM as modified from time to time and such other general or special orders issued by the Ministry of Finance.  
  
b) Deputation duty Allowance: - in case of deputation within the same station the Deputation allowance will be payable @ of 5 % of basic pay subject to maximum of Rs. 4500/- per month. In case of deputation involving change of station, the Deputation Allowance will be payable @ of 10% of basic pay subject to a maximum of Rs 9000/- per month. The ceilings will further rise by 25% each time Dearness Allowance increases by 50%.
  3. Dearness Allowance: - The Govt. servant will be entitled to Dearness allowances under rule of parent government or if he draws pay in the scale attached to the post under the borrowing government at the rate applicable in borrowing government.
  4. Local Allowance: - Like special compensatory allowances (only for U.T of Lakshadweep component) and House Rent Allowance to be regulated under the rule of the borrowing government.  
  
a) Children education allowance & Reimbursement of tuition fees: - During the period deputation the deputationists will be eligible full claim the CEA from the Central Govt. as laid down in the OM of the Finance Ministry, as amended/clarified from time to time.
- Note:- The government servant can not claim both the concession in respect of the same child.
5. Joining time pay & transfer TA:- he will be entitled to TA and joining time both on joining the post of deputation and no reversion there from to the parent department under the rule of the Govt. to which he is deputed. The expenditure on this account will be born by the borrowing government.
  6. TA for journey on duty: - During the period of deputation to be regulated under the rules of the Govt. to which he proceeded on deputation.  
  
b) Leave and facility: - During the period of deputation on temporary transfer he will continue to be governed by the leave and period rules of the formal employed applicable to him before such transfer.
  7. Provident fund benefits:- During the period of deputation he will continue to subscribe the provident fund of his parent government to which he may be subscribing when he placed on deputation, in accordance with the rules of such fund.

8. Leave Travel Concession (LTC):- He will be continued to be entitled to leave travel concession under the Ministry of Home Affairs OM No. 31011/12/2015-Estt. A-IV dated 24.4.2018 as amended time to time and the cost thereof will be born by the borrowing government.
9. Medical Concession:- He will be entitled to these concession under the rules of borrowing government.
10. Residential accommodation: - Rent free unfurnished accommodation or house rent allowance in leave there of as fixed by the Government of India from time to time.
11. The deputation will commence on the date on which he hand over the charge of which under the Government of India and end on date on which he assumes the charge of a post under that Government.
12. The deputationist can be reverted at any time during the time of deputation without assigning any reason in consultation with the lending Government.
13. In case a person on deputation is transferred by borrowing authority from one station to another without any change in post held by him, the rate of deputation (duty) allowance will remain the same at the time of initial posting and will not undergo any change.
14. Free Travel Concession:- Those who are posted at Lakshadweep the following concession are admissible.
  - a) Free sea passage for the government servants and his family once in a year, while proceeding on or returning from regular leave and the daily allowance for his grade under SR 180.
  - b) Transit/ joining time to cover journey from/ to a remote locality while proceeding on or returning from leave shall be entitled once in a calendar year.
  - c) To transit time, each way to cover the period spending journey between Lakshadweep and Mangalore, Kannur, Kozhikode/Kochi and vise- versa
15. The deputationist can avail the welfare fund (Battalion Benevolent Fund) facilities during their deputation period.
16. Ration money / Fixed TA / Special duty medal / permanent CSD canteen facility etc. are proposed for the Battalion.
17. The place of posting will be at (Bn HQr, Kavaratti) UT of Lakshadweep and at RHQ Silvassa (UT of D&NH) and can be transferable to Daman & Diu.

**BIO-DATA/ CURRICULUM VITAE PROFORMA**

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) Qualification	A) Qualification	
B) Experience	B) Experience	
<b>Desirable</b>	<b>Desirable</b>	
A) Qualification	A) Qualification	
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 Administrative Ministry/Department/Office 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 by the candidate.		
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.		

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 Band 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 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 organisation
9.1 Note: 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.			
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/ organisation			

Post held on Deputation in the  
 the applicant, date of return  
 the last deputation and other

**11. Additional details about present employment:**

Please state whether working under  
 (indicate the name of your employer  
 against the relevant column)

- a) Central Government
- b) State Government
- 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**

Basis Pay in the PB	Grade Pay	Total Emoluments

15. In case the applicant belongs to an Organisation which is not following the Central Government Pay-scales, the latest salary slip issued by the Organisation 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)



<p>ial training and (iii) work experience over and prescribed in the Vacancy (as per Advertisement)</p> <p>(Note: Enclose a separate sheet, if the space is insufficient)</p>	
<p><b>16.B Achievements:</b> The candidates are requested to indicate information with regard to; (i) Research publications and reports and special projects (ii) Awards/Scholarships/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)</p>	
<p>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)</p>	
<p># (The option of 'STC' / 'Absorption'/'Re-employment' are available only if the vacancy circular specially mentioned recruitment by "STC" or "Absorption" or "Re-employment").</p>	
<p>18. Whether belongs to SC/ST</p>	

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)**

to be noted by the Borrowing/ Parent Department/ Office to be highlighted in DOP&T circular for compliance by the Ministries/ Departments]

1. Vigilance Clearance will not normally be granted for a period of 3 years after the currency of punishment, if a minor penalty has been imposed on an officer. In case of imposition of a major penalty, Vigilance Clearance will not normally be granted for a period of 5 years after the currency of punishment in terms of DOP&T O.M. No.11012/11/2007-Estt.(A) dated 14.12.2007.
2. While forwarding applications in respect of officers who are about to complete their 'cooling-off' period shortly the instructions of DOP&T as contained in O.M. No.2/1/2012-Estt.(Pay.II) dated 04.01.2013 may be strictly adhered to.
3. A copy of the Application format may be provided by the Borrowing Department in their website in a downloadable form as *Word Document* along with the advertisement.
4. In the case of a vacancy already existing at the time of issue of communication inviting nominations/ publication in the Employment News, the eligibility may be determined with reference to the last date prescribed for receipt of nominations in the concerned administrative Ministry/Department. In the case of an anticipated vacancy, the crucial date for determining eligibility should be the date on which the vacancy is expected to arise.
5. It shall be prominently mentioned in the vacancy circular/ advertisement that the applications/CV not accompanied by supporting certificates/ documents in support of Qualification and Experience claimed by the candidates would not be processed for determining the eligibility of the candidates for the selection.
6. Crucial date for determining the eligibility of the applicants will be counted after excluding the first date of publication of the vacancy/ post in the Employment News. ie., For the vacancy published in the Employment News of 18-24 Jan. 2014, the crucial date will be counted from the 19<sup>th</sup> Jan. 2014 (excluding the first date of publication).
7. To facilitate determination of eligibility of the applicants working in Public Sector Undertakings/ Autonomous organizations not following the Central Government Scales, their equivalent scales of pay/posts may be confirmed by the borrowing Department. Where necessary, details in this regard may also be ascertained from the lending Department.