

No. V.IV/575/2/2020
Government of India
Ministry of External Affairs
PSP Division

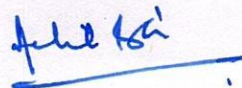
Patiala House Annexe,
Tilak Marg, New Delhi-110001,
Dated: 31.12.2020

VACANCY CIRCULAR

The Central Passport Organization, a subordinate office of the Ministry of External Affairs intends to fill the following posts in Passport Offices at stations indicated below from the officers of the Central Government / State Governments / Union Territories on deputation basis:-

Sl No.	Post	Name of Passport Office	Level in the Pay matrix	Eligibility
1.	Passport Officer	3 (Three) Bengaluru, Chennai, Ghaziabad	Level-12 (78800-209200)	(a) (i) holding analogous posts 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 posts in Pay Level-11 or equivalent in the parent cadre or department; and (b) possessing the following educational qualifications and experience : (i) Bachelor's degree from a recognised University or Institute; (ii) Ten years experience in Passport or Consular or Emigration or Administration or Finance or Accounts or Vigilance work, in a Central or State Government Office.
2.	Deputy Passport Officer	13(Thirteen) Cochin, Delhi Guwahati, Jaipur, Kozhikode, Lucknow, Kolkata, Mumbai, Madurai, Nagpur, Pune, Ranchi, Visakhapatnam	Level-11 (67700-208700)	(a) (i) holding analogous posts on regular basis in the parent cadre or department; or (ii) with five years service in Level-10 of the pay matrix or equivalent rendered after appointment thereto on a regular basis in the parent cadre or department; and (b) possessing the following educational qualifications and experience : (i) Bachelor's degree from a recognised University or Institute; (ii) Seven years experience in Passport or Consular or Emigration or Administration or Finance or Accounts or Vigilance work, in a Central or State Government office.


Note 1: The Departmental Officers in the feeder category 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 organisation or department of the Central Government shall ordinarily **not to exceed four years**. The maximum age limit for appointment by deputation shall be not exceeding **fifty six years** as on the closing date of receipt of applications

2. The usual deputation terms will apply. **Deputy Passport Officer can be posted in any of the PSK/PSLK/POPSK falling under the jurisdiction of respective Passport Office.**

3. All Ministries/Departments of Government of India / State Governments / Union Territory Administrations are requested to circulate the above posts amongst the officers of Central Government / State Governments / Union Territory Administrations including officers of All India Services/ State Government, working with them and forward the application (in prescribed proforma **Annexure A**) of eligible and interested officers, **along with attested copies of APARs of last five years attested by Under Secretary or above level officer** and certificates to the effect that they are clear from **Vigilance angle, Integrity Certificate and Major/Minor Penalty of last ten years(Annexure B)** to the undersigned within sixty days from the date of publication of this Circular in the "Employment News".


(Sahib Singh)

Deputy Passport Officer (PSP-Admn & Cadre)

To

1. All Ministries/ Department of Government of India
2. All Chief Secretaries to the State Governments / Union Territories.

Copy to:-

1. Ministry of External Affairs-[Kind Attn. to: Joint Secretary (Admn)].
2. Director (XP), Ministry of External Affairs, Shastri Bhawan, New Delhi- **with the request to upload this circular on the MEA website.**
3. OSP(PSP), Ministry of External Affairs, CPV Division, New Delhi -**with the request to upload this circular on the PSP Portal.**
4. Director (CS), DoPT, Lok Nayak Bhawan, Khan Market, New Delhi- **with the kind request to upload this circular on DoPT's website for wider circulation.**
5. All Passport Offices.
6. O/o JS (PSP) & CPO, PSP Division, MEA, New Delhi.