

No. M-27011/3/2021-MUC-II
Government of India
Ministry of Information and Broadcasting
Media Unit Cell-II

'A' Wing, Shastri Bhawan,
New Delhi -110001.
Dated: 12th March 2021.

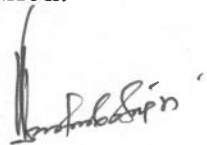
OFFICE MEMORANDUM

Subject: - Filling up the post of Director in BOC (S&DD), Ministry of Information and Broadcasting on Deputation basis (including short term contract) - regarding.

The undersigned is directed to say that this Ministry desires to fill up a post of Director, a General Central Service, Group 'A' Gazetted, Ministerial Post, in Bureau of Outreach and Communication (erstwhile Song and Drama Division), New Delhi which is a subordinate office under this Ministry. The pay scale and other details of the post and eligibility requirements etc. are given in **Annexure I**.

2. The post is to be filled by deputation from amongst officers of the Central or State Govt. or Union Territory Administrations or Statutory or Autonomous Organizations or Research Institutions or Semi-Government Organizations. The period of deputation will normally be three years. The period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment in the same organization/department shall ordinarily not exceed five years. The pay of the officer appointed on deputation basis shall be governed in accordance with the provisions contained in DoPT's O.M. No. 6/8/2009-Estt.(Pay-II) dated 17.06.2010 and OM No.2/6/2016-Estt.(Pay-II) dated 17.02.2016, as amended from time to time.

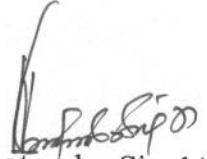
3. All Ministries/State Governments/Administrations/Organisations/Research Institutions or Semi-Govt. Organisations are requested to circulate the vacancy and forward the application, complete in all respects, of the officers who fulfill the eligibility criteria and can be spared immediately in the event of their selection to the undersigned at Room No.125, A-Wing, Shastri Bhawan, New Delhi - 110 001 in the prescribed proforma as at **Annexure-II**, in duplicate along with their up-to-date ACRs/APARs for the last 5 years within a period of **60 days** from the date of publication of this advertisement in the Employment News. While forwarding the applications, the Departments are requested to verify the entries made by the candidates in his/her bio-data, furnish an integrity certificate duly signed by an Officer not below the rank of Deputy Secretary/Director to the Government of India or equivalent in addition to vigilance clearance and a certificate to the effect that no major/minor penalty was imposed on the officer during the last ten years. Advance copy of the application as well as applications which are found incomplete or received after the due date of submission and/or which have been forwarded without verifying the entries of biodata and up-to-date ACRs/APARs of the last 5 years, vigilance clearance, Integrity Certificate, etc. will not be entertained.



(N. Sanatomba Singh)
Under Secretary to the Government of India
☎ : 2338 4547

Copy to:

1. All Ministries/Departments of Government of India with the request that the vacancy may be circulated among Statutory or Autonomous Organisations or Research Institutions or Semi-Govt. Organisations under their administrative control.
2. Chief Secretaries/Administrators of all States/Union Territories with the request that the vacancy may be circulated among all the concerned Departments including Autonomous Organisations or Research Institutions or Semi-Govt. Organisations under their administrative control.
3. All the Media Heads of the Ministry of Information and Broadcasting with the request that the vacancy may be circulated among all the officers.
4. Secretary, Union Public Service Commission, Dholpur House, New Delhi.
5. Deputy Secretary (Admn.)/Under Secretary (Admn.)/Admn. II Section, Min. of I&B, New Delhi.
6. Principal Director General, BOC with the request to ensure publication of the matter in the Employment News immediately.
7. Director General, Publications Division with the request to get the vacancy advertised in the Employment News at the earliest.
8. NIC, M/o I&B, Shastri Bhawan with a request to upload the same on the website of the Ministry of Information and Broadcasting.
9. Guard file.



(N. Sanatomba Singh)

Under Secretary to the Government of India

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ANNEXURE-I

Details of the post :-

- (i) Designation and its classification: Director
(General Central Service, Group 'A', Gazetted, Ministerial)
- (ii) Scale of pay : Level-13 of 7th CPC
[Rs. 37400-67000 (6th CPC) with Grade Pay of Rs. 8700/-]
- (iii) Office : Bureau of Outreach & Communication (BOC) ✓
Ministry of Information and Broadcasting, Sochna Bhawan, CGO Complex, New Delhi.
- (iv) Place of present posting : New Delhi

Eligibility conditions:-

Officers of the Central or State Government or Union Territory Administrations or Statutory or Autonomous Organizations or Research Institutions or Semi-Government Organisations -

- a) i) holding analogous posts on regular basis; or
ii) with five years regular service in posts in pay level-12 as per 7th CPC [pay band 3 in the pay scale of 15600-39,100 with Grade Pay of Rs. 7600 or equivalent]; and
- b) Possessing the educational qualification and experience prescribed for direct recruits.

Note 1: The Departmental Joint Director with five years' regular service in Pay level-12 in 7th CPC (grade of Pay Band 3 in the pay scale of Rs. 15,600-39,100 with Grade Pay of Rs. 7600) will also be considered along with others and in case he is selected for appointment to the post, the same shall be deemed to have been filled by promotion.

Note 2: The departmental officers in the feeder category who are in the direct line of promotion will not be eligible for consideration for appointment for deputation. Similarly, deputationists shall not be eligible for consideration for appointment by promotion.

Note 3: Period of deputation/ contract 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 5 years.

Note 4: For the purposes of appointment by promotion or deputation /absorption basis, the service rendered on a regular basis by an officer prior to 1st day of January, 2016 or the date from which the revised pay structure based on the 7th Central Pay Commission recommendations has been extended, shall be deemed to be service rendered in the corresponding grade pay/pay scale extended based on the recommendation of the Commission except where there has been merger of more than one pre-revised scale of pay into one grade with a common grade pay/pay scale, and where this benefit will extend only for the posts for which that grade pay/pay scale in the normal replacement grade without up-gradation.

The qualifications prescribed for direct recruitment are :-

Essential

- 1) Degree from a recognized University or Diploma from the National School of Drama or equivalent;
- 2) Seven years' experience in directing and producing theatrical productions such as plays, ballets opera, folk theatrical forms; and
- 3) Experience in management of theatrical troupes.

Note 1: Qualifications are relaxable at the discretion of the Union Public Service Commission in case of candidates otherwise well qualified.

Note 2: The qualification(s) regarding experience is/are relaxable at the discretion of the Union Public Service Commission in the case of candidates belonging to Scheduled Castes and Scheduled Tribes if at any stage of selection, the UPSC is of the opinion that sufficient nos. of candidates from these communities possessing the requisite experience are not likely to be available to fill up the vacancies reserved for them.

Desirable:

- 1) Experience in exploitation of dramatic forms as a medium of mass communication for national development activities;
- 2) experience of playwriting for stage, radio or television, especially socially purposeful plays;
- 3) Experience of cinematic production; or
- 4) Working knowledge of Hindi

ANNEXURE-II

BIO-DATA/CURRICULUM VITAE PROFORMA

1.	Name in full (in Block Letters):	
2.	Address Official as well as Residential with contact numbers (In Block Letters)	
3.	Date of Birth (in Christian era):	
4.	(i) Date of entry into service: (ii) Date of retirement under Central/State Govt. Rules:	
5.	Service to which the officer belongs:	
6.	Educational Qualifications :	
7.	Whether eligibility conditions and experience required for the post are satisfied	
	Qualifications/Experience required as mentioned in the advertisement/vacancy circular	Qualifications/Experience possesses by the officer
	Essential (1) Qualification (2) Experience	Essential (1) Qualification (2) Experience
	Desirable (1) Qualification (2) Experience	Desirable (1) Qualification (2) Experience
8.	Please state clearly whether in the light of entries made by you above, you meet the requirements of the post.	
9.	i. Present post held alongwith the name of office and whether it is a cadre/ex-cadre post; ii. Date from which it is continuously held; iii. Scale of pay; iv. Present pay.	

10	Details of employment, in chronological order. Enclose a separate sheet, duly authenticated by your signature, if the space below is insufficient:					
	S.No.	Office/Institution/ Organization	Post held		Scale of pay and Basic pay	Nature of Duties
			From	To		
	1	2	3	4	5	6
11	Nature of present employment, i.e. Ad-hoc or temporary or quasi-Permanent or permanent					
12	In case the present employment is held on deputation/contract basis, please state : (a) The detail of initial appointment: (b) Period of appointment on deputation/contract: (c) Name of the parent office/organisation to which you belong:					
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	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	

:3:

15	Additional information, if any, which you would like to mention in support of your suitability for the post. Enclose a separate sheet, if the space is insufficient	
16	Whether belongs to SC/ST/OBC/PH	
17	Remarks	

Signature of the candidate with date
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, he/she will be relieved immediately.

2. **Also certified that-**

- 1) There is no vigilance or disciplinary case pending/contemplated against Shri/Smt.....
- 2) His/Her integrity is certified.
- 3) His/Her photocopies of the ACRs/APARs for the last 5 years duly attested by an officer of the rank of Under Secretary of the Government of India or above are enclosed.
- 4) 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)

Date: _____

Counter signature of the Employer
Office Address & Seal _____
Telephone No. _____
Fax No. _____