F.No.A.35017/49/2020-Ad.II
Government of India
Ministry of Finance
Department of Revenue
Central Board of Indirect Taxes and Customs

47-B, North Block, New Delhi,
Dated the 26th June, 2020

To

All Principal Chief Commissioners/
Principal Directors General/ Chief Commissioners /
Directors General under the
Central Board of Indirect Taxes and Customs.

Subject: Filling up the posts of Secretary (DS/Director level), Coffee Board,
Bengaluru under the Department of Commerce – regarding

Sir / Madam

Department of Personnel & Training, New Delhi, vide their vacancy circular No.
10/1/2020-EO(MM-II) dated 10.06.2020, has invited nomination for the post of Secretary
(DS/Director level), Coffee Board, Bengaluru under the Department of Commerce on
deputation basis (copy enclosed).

2. It is requested that the above post may kindly be circulated amongst the eligible
officers under your charge and dully filled in applications of willing officers may be
sent through proper channel to the Board latest by 07.07.2020, after verifying the
particulars furnished by the applicants.

3. It may please be noted that applications received without authentication
and not through proper channel will not be entertained.

Encl: As above

Yours faithfully,

(Kunwar Balwant Rao)
Under Secretary to the Govt. of India
Tel No.2309 5520

Copy to:
(i) The Website Manager, Directorate of Systems, New Delhi with the
request to put the above circular in the department’s Website.

(ii) ADG (HRM-II), DGHRD, New Delhi with the request to put the above
circular on DGHRD’s Website.
No. 10/1/2020-EO(MM-II)
Government of India
Ministry of Personnel, Public Grievances & Pensions
Department of Personnel & Training
(Office of the Establishment Officer)

North Block, New Delhi,
Dated the 10th June, 2020

To,

1. The Chief Secretaries
   All State Governments,

2. All Secretaries
   Ministries/Departments of the Government of India

Subject: Filling up the post of Secretary (DS/Director level), Coffee Board, Bengaluru under the Department of Commerce-regarding.

Sir/Madam,

It is proposed to fill up the post of Secretary (DS/Director level), Coffee Board, Bengaluru under the Department of Commerce on deputation basis. The post is Non-CS post to be filled through Civil Services Board procedure.

2. Officers of the rank of Deputy Secretary/Director level from the All India Services or any Organized Services of the Government of India, eligible for appointment under Central Staffing Scheme are eligible for the post. The period of deputation is 4/5 years at Deputy Secretary/Director level respectively.

3. The post may be circulated amongst officers eligible to be appointed at Deputy Secretary/Director level or equivalent level in the Government of India on priority basis. Names of willing and eligible officers who can be spared by the State Governments/Ministries/Departments may be forwarded to this Department along with cadre clearance, vigilance clearance, detailed bio-data in the enclosed proforms and CR Dossiers for the last five years. For officers working in the cadre, it may also be ensured that the ‘Cooling off’, after a previous stint on deputation, if any, is completed and the officer is eligible for appointment on Central Deputation as per extant instructions.

4. The post is Non-Central Staffing Scheme post to be filled through the Civil Services Board(CSB) procedure. It may be noted that no ‘Mandatory Posting Certificate’ for allotment/retention of Government accommodation would be issued by this office to the officer appointed on the above referred post. However, those officers who have served and are currently serving on Central Staffing Scheme post in Delhi for at least four years and require to retain Government accommodation, would be issued a certificate to the effect that the officer concerned has served at least four years in CSS post and he/she needs to retain Government accommodation for his/her tenure on non-CS post

5. It is requested that the application(s) of the eligible candidate(s) may please be forwarded so as to reach this Department not later than 17.07.2020.

Yours faithfully,

[Signature]

(J. Srinivasan)
Director (MM)
Tel: 23052842

Copy to:
1. Department of Commerce, [Shri Mahender Chaudhary, Under Secretary], Udyog Bhavan, New Delhi w.r.t. OM No. A-12022/19/2016-E.IV dated 03.06.2020.

2. PS to DS(MM) for uploading the circular through bulk e-mail system.
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11. Certified that the above particulars are correct and complete.

Signature of the applicant

Date: ________________

Signature

Name/Designation & Rubber Stamp
of officer certifying the above Particulars

Note:
Columns 1-7 to be filled in by applicant.
Columns 8-11. to be filled in by Ministry/Department concerned.