F.No.A.35017/72/2020-Ad.II
Government of India
Ministry of Finance
Department of Revenue
Central Board of Indirect Taxes and Customs

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 post of Director (Farm Information) in Directorate of
Extension, Department of Agriculture, Cooperation & Farmers
Welfare by Composite method —reg.

Sir / Madam

Department of Agriculture, Cooperation and Farmers Welfare, vide their
Vacancy Circular No. 4-5/2018-Extn. Dated 08.07.2020, has invited nomination for
the post of Director (Farm Information) in Directorate of Extension, Department
of Agriculture, Cooperation & Farmers Welfare by Composite Method copy
enclosed).

2. It is requested that the above post may kindly be circulated amongst the
eligible officers under your charge and duly filled in applications of willing
officers may be sent through proper channel to the Board latest by 20.08.2020,
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.

Yours faithfully,

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

Encl: As above

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.4-5/2018-Extn.
Government of India
Ministry of Agriculture and Farmers Welfare
Deptt. of Agriculture, Cooperation & Farmers Welfare

Krishi Bhawan, New Delhi
Dated: 6th July, 2020

VACANCY CIRCULAR

Sub: Filling up of the post of Director (Farm Information) in Directorate of Extension, Department of Agriculture, Cooperation & Farmers Welfare by Composite Method.

One post of Director (Farm Information) in the pay scale of Rs.15600-39100 (PB-3) + Grade Pay of Rs.7600/- (Level 12 in Pay Matrix recommended by 7th CPC), General Central Service, Group 'A', Gazetted, Non-Ministerial in Directorate of Extension, Pusa, New Delhi is proposed to be filled up by Composite method [Deputation (Including short-term contract) plus promotion] from amongst the officers under the Central Government or State Governments or Union-territories or Public Sector Undertakings or Agricultural Universities or Recognized Research Institutions or Councils or Semi-Government or Autonomous or Statutory Organisations:

a) (i) holding analogous post on regular basis in the parent cadre or department; or,

(ii) With five years' service in the grade rendered after appointment thereto on regular basis in posts in Pay Band-3 (Rs. 15600-39100) + Grade Pay Rs. 6600/- (Level 11 in Pay Matrix recommended by 7th CPC) or equivalent in the parent cadre or department; and

b) Possessing the following educational qualifications and experience:

Essential:
(1) Master's Degree in Agriculture or Agricultural Extension from a recognized University or Institute;
(2) Ten years' experience in Agricultural Extension including Farm Communication.

Desirable:
(1) Doctorate Degree in Agriculture or Agricultural Extension including Farm Communication from a recognized University or Institute.
(2) Two years' experience of work relating to agricultural information, mass media, farm extension literature, agricultural exhibitions, audio-visual materials and agricultural films.

2. The Departmental Joint Director (Farm Information) in Pay Band-3 (Rs 15600-39100) + Grade Pay of Rs. 6600/- (Level 11 in Pay Matrix recommended by 7th CPC) with five years regular service in the grade shall also be considered along with outsiders and if he or she is selected for appointment to the post, the same shall be deemed to have been filled by promotion.

(contd. 2/)
3. 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. Similarly, deputationists shall not be eligible for consideration for appointment by promotion. Period of deputation (including short-term contract) including period of deputation (including short-term contract) in another ex-cadre post held immediately preceding this appointment in the same or some other Organization or Department of the Central Government, shall ordinarily not exceed four years. The upper age limit for appointment by deputation (including short-term contract) is 56 years as on the closing date of receipt of applications.

4. Duties attached to the post of Director (Ft) are as under:

(i) To supervise the overall activities of Farm Information Unit of Directorate of Extension.

(ii) The activities involve publication of journals and Ad-hoc publications including posters/charts and booklets of DOE and DAC in English and Hindi, National Productivity Awards, organization and participation in IITF, International, National, Regional level exhibitions/Fairs and other Ad-hoc exhibitions/fairs being organized by DOE, other Government Departments/Organization and private sector agencies including Industry Associations. Providing technical and financial support to and private sector/organizations for organizing seminars/workshops/conferences/meets etc. Release of press Advertisements on different programmes/activities of DAC in different national, regional and local newspapers through DAVP.

(iii) To participate in different exhibitions/fairs/export at Delhi and other parts of the country by setting up exhibition stall for display of activities of the department.

(iv) To coordinate with Ministry of Defence and agency for Participation of DAC in Republic Day Parade by displaying the tableau of the Departments. Also to attend different meetings in Ministry of Defence for the purpose.

5. Officers selected will have the option to draw his grade pay plus deputation(duty) allowance or to have his pay fixed in the scale of pay of the post in accordance with the Department of Personnel and Training’s O.M. No.6/8/2009-Estt.(Pay II) dated 17th June 2010, as amended from time to time.

6. Applications of interested and eligible officers, who could be spared in the event of their selection, may be sent, through proper channel, in the enclosed proforma (in Triplicate/set of three copies) along with the documents mentioned
below so as to reach the "Under Secretary (Extension), Room No. 17, Department of Agriculture, Cooperation & Farmers Welfare, Ministry of Agriculture and Farmers Welfare, Krishi Bhawan, New Delhi within 60 days from the date of publication of this advertisement in the Employment News/Rojgar Samachar. While forwarding the applications, the sponsoring organizations should verify and certify that the particulars furnished by the applicant are correct. The Certification shall be done by the Employer/Cadre controlling officer not below the rank of Deputy Secretary/Director to the Govt. of India at the last page No. 5 of Bio-data Performa. The applications should be sent along with the following documents.

(i) Cadre Clearance  
(ii) Vigilance Clearance  
(iii) Integrity Certificate signed by an officer not below the rank of Deputy Secretary/Director to the Government of India  
(iv) Major/Minor Penalty Statement during last ten years  
(v) Photocopies of ACRs/APARs of last five years i.e. from 2014-15 to 2018-19 duly attested on each page by an officer not below the rank of an Under Secretary to the Government of India. If for some reasons, the ACRs/APARs of the officer have not been written for a particular year or a part of a year, a ‘No Report Certificate’ (NRC) for the period may be sent along with the ACRs/APARs of the corresponding previous year(s).

7. Applications received after the last date or without the above mentioned documents or otherwise found incomplete, will not be considered.

(D. Ponni)  
Under Secretary to the Govt. of India  
Tel.-23382013  
E-mail: ponni.d@nic.in

Copy forwarded to:  
1. All Ministries/Departments of the Central Government  
2. Secretaries (Agriculture) of State Governments/ UT Administrators.  
3. Secretary, Union Public Service Commission, New Delhi.  
4. Department of Personnel & Training (Office of the Establishment Officer), North Block, New Delhi.  
5. NIC, DOP&T, North Block, New Delhi, with the request to upload on their website  
6. All Officers in the Deptt. of Agriculture, Cooperation & Farmers Welfare. Applications may please be sent through the concerned Establishment Sections.

(Contd. 4/-)
7. All attached/subordinate offices under the Deptt. of Agriculture, Cooperation & Farmers Welfare.
8. All Vice-Chancellors of Agriculture Universities/Recognised Research Institutions.
9. The Chief Administrative Officer, Ministry of Defence (DH, PC), New Delhi.
11. Estt. III for notice board.
12. Director (Administration), Directorate of Extension, Pusa, New Delhi (for uploading on their website).
13. NIC, DAC&FW (for uploading on the website of Department of Agriculture, Cooperation & Farmers Welfare).
14. Director General, MANAGE, Hyderabad (for uploading on their website)
15. Guard File.
<table>
<thead>
<tr>
<th>1. Name and Address (in Block Letters)</th>
</tr>
</thead>
<tbody>
<tr>
<td>2. Date of Birth (in Christian era)</td>
</tr>
<tr>
<td>3. i) Date of entry into service</td>
</tr>
<tr>
<td>3. ii) Date of retirement under Central/State Government Rules</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>4. Educational Qualifications</th>
</tr>
</thead>
<tbody>
<tr>
<td>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)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Qualifications/ Experience required as mentioned in the advertisement/ vacancy circular</th>
<th>Qualifications/ experience possessed by the officer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Essential</td>
<td>Essential</td>
</tr>
<tr>
<td>A) Qualification</td>
<td>A) Qualification</td>
</tr>
<tr>
<td>B) Experience</td>
<td>B) Experience</td>
</tr>
<tr>
<td>Desirable</td>
<td>Desirable</td>
</tr>
<tr>
<td>A) Qualification</td>
<td>A) Qualification</td>
</tr>
<tr>
<td>B) Experience</td>
<td>B) Experience</td>
</tr>
</tbody>
</table>

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.
7. Details of Employment, in chronological order. Enclose a separate sheet duly authenticated by your signature, if the space below is insufficient.

<table>
<thead>
<tr>
<th>Office/institution</th>
<th>Post held on regular basis</th>
<th>From</th>
<th>To</th>
<th>*Pay Band and Grade Pay/Pay Scale of the post held on regular basis</th>
<th>Nature of Duties (in detail) highlighting experience required for the post applied for</th>
</tr>
</thead>
</table>

*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:

<table>
<thead>
<tr>
<th>Office/institution</th>
<th>Pay , Pay Band, and Grade Pay drawn under ACP / MACP Scheme</th>
<th>From</th>
<th>To</th>
</tr>
</thead>
</table>

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
1. 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:
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

<table>
<thead>
<tr>
<th>Basis Pay in the PB</th>
<th>Grade Pay</th>
<th>Total Emoluments</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

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.

<table>
<thead>
<tr>
<th>Basic Pay with Scale of Pay and rate of increment</th>
<th>Dearness Pay/interim relief/other Allowances etc., (with break-up details)</th>
<th>Total Emoluments</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

6.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)

(Note: Enclose a separate sheet, if the space is insufficient)

16.8 Achievements:
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)

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)

# (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)
विषय: विस्तार निदेशालय, कृषि, सहकारिता और किसान कल्याण विभाग में सहमति पदाधिकार से निदेशक (फार्म सूचना इकाई) के पद की भराई जाना।

विस्तार निदेशालय, पूरा, जो दिल्ली में सामाजिक केंद्रीय सेवा, समस्त 'क' राज्यपाल, अन्नूनविचारियों में 7वीं केंद्रीय वैस्तव आयोग द्वारा अनुसूचित वैस्तव मैक्रोस में 12 वे स्तर या पूर्वसंशोधित - वैतनमाण 15600-39100 (पीसी-3) + गेड़ वैतन रूपये 7600/- निदेशक (फार्म सूचना इकाई) का एक पद केंद्र सरकार अधिकारी राज्य सरकारी अधिकारी केंद्रों आयोग निर्देशों अधिकार सरकार सरकारी अधिकार राज्य राज्य अधिकारियों में से सहमति पदाधिकार प्रतिविमुक्ति के साथ पदाधिकार (स्थपुराधिकार सहित) से भरा जाना पारंपरिक है।

(क) (i) जो मूल काउंट अधिकार विभाग में नियंत्रित आधार पर सहमत पद धारण करते हैं; या
(ii) जिन्होंने मूल काउंट अधिकार विभाग में (रूपये 15600-39100) पे बैर 3 + गेड़ पे 6600 रूपये
(7 वीं केंद्रीय वैस्तव आयोग द्वारा अनुसूचित वैस्तव मैक्रोस में स्तर 11) के अधिकार समूह वैतनमाण में नियंत्रित आधार पर निर्देशालय के बाद गेड़ पे 5 वर्ष की सेवा की हो; और

(ख) जो निम्नानुसार नियमित योग्यता और अनुमान रखते हैं:
अनिवार्य
(i) किसी मान्यता प्राप्त विश्वविद्यालय अधिकार संस्थान से कृषि अधिकार कृषि विस्तार में मास्टर की उपाधि; और
(ii) फार्म सूचना सहित कृषि विस्तार में 10 वर्ष का अनुभव।