



“हर काम देश के नाम”

रक्षा लेखा महानियंत्रक

उलान बटाररोड, पालम, दिल्ली छावनी -110010
CONTROLLER GENERAL OF DEFENCE ACCOUNTS
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No. AN/II/2407/Deput./MCD/2023

Dated : 24.04.2023



आज़ादी का
अमृत महोत्सव

To

✓ All PCsDA/PCA(FYA)/CsDA (including PIFA/IFA)/ AN – IV section (Local)
(Through CGDA Website)

Subject : Filling up of the post of Assistant Commissioner/Dy. Assessors & Collector in Municipal Corporation of Delhi on deputation basis.

Please find enclosed copy of Municipal Corporation of Delhi, Circular No. F.11(59)/CED/MCD/SO-I/2023/5211 dated 14/03/2023 wherein application has been invited to fill up post of Assistant Commissioner/Dy. Assessors & Collector in the Pay Scale – Level 11 of pay matrix on deputation basis.

2. It has been decided to call for names of willing and eligible officers amongst SAOs/ AOs for filling up the post of Assistant Commissioner/Dy. Assessors & Collector on deputation basis in Municipal Corporation of Delhi. Application as mentioned in aforesaid Vacancy Circular of willing and eligible SAOs/AOs with at least 2 years stay at the present station as well as NOC, Vigilance clearance certificate and Integrity Certificate, details of major/minor penalty(ies), if any, imposed during the last 10 years, along with preceding 5 years APARs/MTPARs/ACRs duly attested may be forwarded to this office so as to reach by 28.04.2023 positively.

3. While forwarding the names of willing officers to HQrs office, it may please be ensured that the officer has completed mandatory “Cooling off” period of three years in case the officer has recently served on a deputation post.

4. The application received after the due date or found incomplete will not be considered.

Encl : as above

(Pradeep Kumar)
Sr.Accounts Officer (AN)

Copy to:

IT&S Wing (Local)

- With request to upload the same on CGDA Website.

-Sd-
(Pradeep Kumar)
Sr. Accounts Officer (AN)



MUNICIPAL CORPORATION OF DELHI

CENTRAL ESTABLISHMENT DEPARTMENT
22nd FLOOR, DR. S.P. MUKHERJEE CIVIC CENTRE
J.L. NEHRU MARG, NEW DELHI- 110002

No.F.11(59)/CED/MCD/SO-1/2023/5211

Date: 14/03/2023

CIRCULAR

1. All Secretaries, Government of India.
2. All Chief Secretaries, States/UTs.
3. The Controller General of Defence Accounts, West Block-V, R.K. Puram, New Delhi.
4. The Assistant Comptroller and Auditor General, O/o the Comptroller & Auditor General of India, 10, Bahadurshah Zafar Marg, New Delhi.
5. The Controller General of Accounts, Ministry of Finance, 7th Floor, Lok Nayak Bhawan, Khan Market, New Delhi.
6. The Controller General of Accounts, Posts & Telegraphs Deptt., Patel Chowk, New Delhi.
7. The Secretary (Services), GNCTD, New Sachivalya, I. P. Estate, N. Delhi-2.
8. The Chief Executive Officer, Delhi Cantonment Board, Delhi Cantt-110010.
9. The Registrar, Delhi High Court, New Delhi.
10. The District Judge, Tis Hazari Courts, Delhi.
11. The Chairman, CBDT, Ministry of Finance, North Block, New Delhi.
12. The Chairman, DDA, Vikas Sadan, INA, New Delhi.
13. The Director General (Works), CPWD, Nirman Bhawan, New Delhi-11.

Sub-Sponsoring names for the post of Assistant Commissioner/Dy. Assessor & Collector in Municipal Corporation of Delhi on deputation basis.

Sir/Madam,

I am directed to refer to the subject mentioned above and to say that the following post is required to be filled up in Municipal Corporation of Delhi on deputation basis:-

Name of Post:- Assistant Commissioner/Deputy Assessor & Collector

Pay Scale- Level-11 of pay matrix

Eligibility conditions:-

Suitable officers of the Central Services Class-I and of State Civil Services.

2. Since the MCD follows the Rules/Regulations/Instructions of the Govt. of India, the laid down terms and conditions of deputation of the Govt. of India shall be applicable mutatis mutandis to the officer on deputation basis in Municipal Corporation of Delhi. Further, the maximum age limit for appointment by deputation shall be not exceeding 56 years as on the closing date of receipt of applications.

3. It is, therefore, requested that the names of suitable/eligible and willing officers, fulfilling the prescribed conditions, may please be forwarded to this office alongwith following documents within 30 days, to enable us to consider selection for appointment to the above-said post on deputation basis:-

- a) Cadre Clearance
- b) Vigilance Clearance
- c) Grading of APARs/ACRs for the preceding five (5) years
- d) Application, Bio-data duly verified in attached proforma

4. This may please be given TOP PRIORITY.

Encl:- Bio-data proforma


(Administrative Officer (Estt.)-II) 14/03/23

Copy to:- AO (IT), with the request to get it uploaded on MCD's website.

T-8
37.2.
11/07

APPLICATION FOR THE POST OF.....IN
MUNICIPAL CORPORATION OF DELHI ON DEPUTATION BASIS.

1. Name and address in Block Letters :.....
2. Mobile No. & Email ID :.....
3. Date of Birth (In Christian era) :.....
4. Date of retirement under Central/
State Government Rules :.....
5. Educational Qualifications :.....
6. Whether education and other qualifications
required for the post are satisfied :.....

(Details of given qualification)
7. Please state clearly whether in the light
of entries made by you above, you meet
the requirements of the post and you are
eligible as per RRs. :.....
8. Details of employment, in chronological order. Enclose a separate sheet, duly authenticated by
your signature, if the space below is insufficient.

Period		Post held	Pay Scale/Grade Pay	Office	Nature of Duties
From	to				

9. Nature of present employment i.e.
Adhoc or temporary or quasi-
permanent or permanent. :.....
10. 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 you belong
11. Additional details about present employment.
Please state whether working under:
(a) Central Government
(b) State Govt.
(c) Autonomous Organization
(d) Government Undertaking
(e) Universities
(f) Others

12. Details of Pay Scale on initial appointment and subsequent promotions.

Sl. No.	1st appointment/Promotions	Date	Pay Scale/Grade Pay	Whether held on Regular/ Adhoc/ ACP /MACP basis
1.	Initial appointment in service			
2.	1st Promotion			
3.	2 nd Promotion			
4.	3 rd Promotion			
5.	4 th Promotion			

*If financial up-gradation on ACP/MACP basis, please give details of regular promotion also.

13. 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.

14. Remarks

.....

Date:.....

Signature of the candidate:-
Address:-

Countersigned
(Employer)

CERTIFICATE

(To be given by Head of Office of the Applicant)

1. It is certified that the particulars furnished by the official are correct.
2. It is certified that no disciplinary/vigilance case is either pending or contemplated against the applicant and he/she is clear from vigilance angle.
3. The record of service of the official has been carefully scrutinized and it is certified that there is no doubt about his/her integrity.
4. It is certified that the officer is eligible to hold this post as per the provisions of the Recruitment Rules mentioned in deputation vacancy circular.

NAME OF THE OFFICER/DESIGNATION
WITH OFFICIAL SEAL OF HEAD OF OFFICE

DATE :.....

NOTE: - Application should be forwarded through proper channel with approval of Competent Authority.