



“हर काम देश के नाम”

कार्यालय, रक्षा लेखा महानियंत्रक

OFFICE OF THE CONTROLLER GENERAL OF DEFENCE ACCOUNT



उलान बटार रोड, पालम, दिल्ली छावनी – 10

ULAN BATAR TOAD, PALAM, DELHI CANTT.110010

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F. No.: AN/IX/9518/Deptn/Misc/2022

Dated: 15.09.2022

To

✓ All the PCsDA/PCA (Fys)/ CsDA/  
CsDA (Training Estt.)/CENTRAD/  
Estt. (P&A) (Local)

(Through CGDA Website)

**SUB.: - Filling up of the post of Accountant on deputation/absorption basis in the National Medicinal Plants Board (NMPB), Ministry of Ayush-Reg.**

National Medicinal Plants Board (NMPB), Ministry of Ayush has invited for filling up one post of Accountant in Level-6 in the Pay matrix Rs. 35400-112400, Group 'B' on deputation basis in the NMPB, New Delhi, as per annexure enclosed.

2. Copy of the NMPB letter no. A.11012/02/2010-NMPB(Admn.) dated 08.08.2022 duly mentioning the pay, eligibility criteria, terms & condition of deputation and other details is enclosed alongwith its Annexures.
3. All eligible and willing officials with at least 2 years stay at the present station may forward their applications complete in all respect alongwith complete service profile as per performa enclosed (Annexure-I), attested copies of APARs for the last five years and vigilance clearance/integrity certificate (Annexure-III) so as to reach this HQrs office by 03.10.2022 positively.
4. While forwarding the names of volunteers to HQrs office, it may please be ensured that the individual meets the stated eligibility criteria and he/she has completed mandatory "Cooling off" period of three years in case the individual has recently served on a deputation post.
5. The application received after the due date or found incomplete will not be considered.

Encls: As above.

  
(Satish Kumar Tripathi)  
AO (AN)



No. A. 11012/02/2010 -NMPB (Admn.)  
Government of India  
National Medicinal Plants Board  
Ministry of AYUSH  
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1<sup>st</sup>& 2<sup>nd</sup> Floor,  
Indian Red Cross Society Annexe Building,  
Red Cross Road,  
New Delhi-110 001.  
Email: [info-nmpb@nic.in](mailto:info-nmpb@nic.in)

8<sup>th</sup> August, 2022

Subject: Filling up of the post of Accountant on deputation/absorption basis in the National Medicinal Plants Board (NMPB), Ministry of Ayush reg.

Applications are invited for filling up one post of Accountant in Level - 6 in the pay matrix Rs. 35400-112400. General Central Service Group 'B', non-Ministerial, non-Gazetted on deputation basis in the National Medicinal Plants Board (NMPB), Ministry of Ayush, New Delhi, as per details mentioned below:-

2. The eligibility and other requirements are given in Annexure-I.
3. The terms and conditions of the deputation would be the same as prescribed by the Department of Personnel & Training Vide their O.M.No.2/29/91-Estt. (Pay II) dt. 5.1.1994, as amended from time to time.
4. Applications should be sent through proper channel in the prescribed Proforma (Annexure-I). While forwarding the applications, concerned department should send up-to-date attested APARs of last five years, Vigilance clearance certificate & Integrity Certificate etc. of the applicant in the prescribed proforma (Annexure- III).
5. It is requested that vacancy may be given vide publicity and the particulars of eligible officers who are fulfilling the eligibility prescribed and who are willing to be considered for deputation/absorption and also possessing requisite experience and whose services can be spared by the parent department, may kindly be forwarded to the Chief Executive Officer, National Medicinal Plants Board (NMPB), Ministry of Ayush, 1<sup>st</sup>& 2<sup>nd</sup> Floor, Indian Red Cross Society Annexe Building, Red Cross Road, New Delhi- 110 001 within 60 days from date of publication of the advertisement in Employment News. Applications received after the last date or without the attested APARs, Vigilance clearance certificate & Integrity

Certificate or otherwise found incomplete will not be considered. No applicant will be permitted to withdraw his / her name after selection (This advertisement and other details / annexures are also available on the website of the board i.e. [www.nmpb.nic.in](http://www.nmpb.nic.in) and [www.ayush.gov.in](http://www.ayush.gov.in))

*ML Meena*  
*8/8/2022*

(Madan Lal Meena)

Under Secretary to the Govt. of India

To,

1. All Ministries / Departments of the Govt. of India.
2. CCRAS / CCRH / CCRUM / MDNIY / CCRYN / All SMPBs.
3. Deputy Secretary, Ministry of Ayush with the request to upload this advertisement on Ministry of Ayush website / Notice Board.
4. Manager (M & T), NMPB with the request to upload this advertisement on NMPB official website.
5. Chief Secretaries of all States / UTs for wide circulation.
6. Under Secretary (CS-I), CS Division, Department of Personnel & Training, Lok Nayak Bhawan, Khan Market, New Delhi – 110 003 – with the request to upload this vacancy circular on the DoP&T's website.

Copy to:

1. PPS to Secretary (Ayush)
2. PS to CEO, NMPB
3. Dy. CEO, NMPB,

## Accountant

### Eligibility Conditions, Experience etc. for filling up of the post on Deputation/absorption Basis

- (A) (i) Senior Secretariat Assistant (SSA) of Central Secretariat Clerical Service (CSCS) in Level-4 in the pay matrix Rs. 25500-81000 with eight years regular service in the grade and having successfully completed nine weeks training in Cash and Accounts in the Institute of Secretariat Training and Management or equivalent course; and  
(ii) possessing two years' experience in cash, accounts and budget work; or
- (B) Officers of the Central Government or State Government or Union Territories.
- (a) (i) holding analogous posts on regular basis in the parent cadre or department; and  
(ii) with six years' service in the grade rendered after appointment thereto on a regular basis in Level-5 in the pay matrix Rs. 29200-92300 or equivalent in the parent cadre or department; and
- (b) (i) who have successfully completed nine weeks training in Cash and Accounts in the Institute of Secretariat Training and Management or equivalent course; and  
(ii) possessing two years experience in cash, accounts and budget work.

Note: The maximum age-limit for appointment by deputation shall be not exceeding fifty six years as on the closing date of receipt of applications. Period of deputation 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 ordinarily not exceed three years.

#### **Absorption:**

Note: Only officers of Central Government or State Government or Union Territories shall be eligible to be considered for appointment on absorption basis;

Annexure- II

Application for the post of Accountant

1	Name and Address (in Block letter)	
2	Date of Birth (in Christian era)	
3	Date of retirement under Central/State Government rules	
4	Educational Qualification	
5	Whether Educational and other qualification 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)	

		Qualification/Experience required	Qualification/Experience possessed by the officer
Essential	(1)		
	(2)		
Desired	(1)		
	(2)		

- i. Please state clearly whether in the light of entries made by you above, you meet the requirement of the post.
- ii. Details of Employment, in chronological order, enclose a separate sheet, duly authenticated by your signature, the space below is insufficient.

Office/Institution	Post held	From	To	Scale of pay and basic pay	Nature of duties (in detail)

- iii. Nature of present employment, i.e., ad hoc or Temporary or Quasi- Permanent or Permanent.
- iv. 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

3

10. 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 Organisation -
- d) Government Undertaking -
- e) Universities -
- f) Others -

11. Please state whether you are working in the same Department and are in the feeder grade or feeder to feeder grade.

12. Are you in revised scale of pay? If yes, give the date from which the revision took place and also indicate the revised scale.

13. Total emoluments per month now drawn

14. Additional information, if any, which you would like to mention in support of your suitability for the post. (This among other things may provide information with regard to (i) additional academic qualification (ii) professional training and (iii) work experience over and above prescribed in the Vacancy Circular /Advertisement).

15. Whether belongs to SC/ST

16. Remarks

(The candidates may indicate information with regard to (1) Awards / Scholarship / Official appreciation (2) Affiliation with the professional bodies / Institutions / Societies and (iv) any other information)

I have carefully gone through the vacancy circular / advertisement and I am well aware that the Curriculum Vitae supported by documents submitted by me will also be assessed by the Selection Committee at the time of selection for the post.

Signature\_\_\_\_\_

Address\_\_\_\_\_

Place:\_\_\_\_\_

Date\_\_\_\_\_

CERTIFICATE

(To be filled in by the Parent Office /Department)

Certified that the particulars furnished by the applicant have been checked from available records and found correct.

Certified that the candidate is eligible for the post as per conditions mentioned in the advertisement.

Certified also that no Vigilance case is either pending or being contemplated against the applicant. Integrity of the applicant is also certified.

Photocopies of complete and up to date CR dossier of the officer for the last five years, duly attested, on each page enclosed.

No major/minor penalty has been imposed on the concerned officer during the preceding ten years.

Signature \_\_\_\_\_

Name & Designation of the Head of the Department/

Authorised Signatory with seal

Telephone Number \_\_\_\_\_