



SOUTH DELHI MUNICIPAL CORPORATION
CENTRAL ESTABLISHMENT DEPARTMENT
22nd FLOOR, Dr. S.P.MUKHERJEE CIVIC CENTRE
J. L.NEHRU MARG, NEW DELHI – 110002



No. F.85/1-(01)/20/AO(CED)/2021/1673

Date: 08.12.2021

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.
14. The Director General (ICAR), Krishi Bhavan, New Dehi-110001.

Subject: Sponsoring names for the post of Veterinary Officer in South Delhi Municipal Corporation on Deputation (including short term contract) basis.

Sir/Madam,

I am directed to refer to the subject mentioned above and to say that the following posts are required to be filled up urgently in South Delhi Municipal Corporation on adhoc deputation (including short term contract) basis:-

- (1) **Name of the Post:** Veterinary Officer
- (2) **No. of Posts:** To be decided later on.
- (3) **Pay Level:** Level 10 (Rs. 56100-177500) in the Pay Matrix
- (4) **Eligibility conditions:-**

Deputation (including Short-term contract):

Officers of the Central Govt./State Govt./UT/ Public Sector Officers of the Central/State Govts. Holding analogous posts. (period of Deputation shall ordinarily not exceed 3 years):

Essential qualification:

- (i) B.V. Sc. From a recognized University or equivalent
- (ii) 3 Years' professional experience in a responsible capacity
- (iii) Knowledge of Hindi

Note 1:- Qualifications are relaxable at the discretion of the Appointing Authority in case of candidates otherwise well qualified.

Note 2:- The qualification(s) regarding experience is/are relaxable at the discretion of the Appointing Authority in the case of candidate belonging to scheduled castes and Scheduled Tribes if, at any stage of selection, is of the opinion that sufficient number of candidates from these communities possessing the requisite experience are not likely to be available to fill up the vacancies reserved for them.

Note3: 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 considering appointment by promotion. Period of deputation in another ex-cadre post held immediately preceding this appointment in the same or other organization/department of the Central Govt. Shall not exceed 3 years.

2. Since the SDMC 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 South Delhi Municipal Corporation. 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 and willing officers fulfilling the prescribed conditions, along with their Application, Bio-data duly attested by Employer, ACRs for the preceding five (5) years, Integrity Certificate; Vigilance Clearance and Cadre Clearance etc. may please be forwarded to this office at Dr. S.P. Mukherjee Civic Centre, J.L. Nehru Marg, New Delhi-110002, within 30 days, to enable us to consider selection for appointment to the above-said post on deputation basis.

4. This may please be given **TOP PRIORITY**.

(Handwritten signature)
08/02/2021

(Thaneshwar Kumar)
Administrative Officer
Central Establishment Department
Ph:- 011-23227203

Copy to:- Director (IT), with the request to upload the Circular on SDMC's website.

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

1. Name and address in Block Letters :-.....
2. Date of Birth (in Christian era) :-.....
3. Date of retirement under Central/
State Government Rules :-.....
4. Educational Qualifications :-.....
.....
.....
5. Whether education and other qualifications :-
required for the post are satisfied
(Details of given qualification)
6. 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.
7. 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				

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

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

Sl. No.	Ist appointment/Promotions	Date	Pay Scale/Grade Pay	Whether held on Regular/ Adhoc/ ACP /MACP basis
1.	Initial appointment in service			
2.	Ist Promotion			
3.	2 nd Promotion			
4.	3 rd Promotion			
5.	4 th Promotion			
6.	5 th Promotion			
7.	6 th Promotion			

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

12. 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.

13. 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 though proper channel with approval of Competent Authority.