

From

The Additional Chief Secretary to Government Haryana,  
Finance Department.

To

The Director General,  
Treasuries & Accounts Department,  
Haryana, Chandigarh.

Memo No.15/32/2020-1FA  
Dated 12.04.2023  
17

**Subject: Filling up of Various posts in DRDO, Ministry of defence on deputation basis.**

Kindly refer on the subject noted above.

2. Please find enclosed herewith a copy of letter No. DOP/AA1/68080/Depu/Cir dated 16.03.2023 received from Dy. Director, Defence Research & Dev. Orgn. (DRDO), Directorate of Personnel, New Delhi to examine the matter and send the proposal of willing Chief Accounts Officers alongwith their relevant record, against whom no charge-sheet/inquiry is pending, for further consideration of the Government with the clear recommendation of the department.

*[Signature]*  
Superintendent, Finance Accounts,  
for Additional Chief Secretary to Government Haryana,  
Finance Department

विषय की पूर्ति A/C HOD's को मेल करके हेतु प्रोग. (D.M.P.) को भेजने के लिए नोटिस जारी किया जा रहा है।

राजनी  
24/5/2023  
Rajni Sharma  
Asstt

*[Signature]*  
4/5/23

T.O. *[Signature]*  
4/5/23

*[Signature]*  
4/5/23

*[Signature]*  
50-17  
preparum

*[Signature]*  
5/5  
8/5/23



दूरभाष 011 : -23007298

फैक्स 23014576-011 :

भारत सरकार, रक्षा मंत्रालय  
रक्षा अनुसंधान तथा विकास संगठन  
कार्मिक निदेशालय, कार्मिक एए1  
266, 'ए' खण्ड, डी आर डी ओ भवन  
राजा जी मार्ग नई दिल्ली- 110 011



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Government of India  
Ministry of Defence  
Defence Research & Dev. Orgn.  
Directorate of Personnel (Pers-AA1)  
266 'A' Block, DRDO Bhawan,  
Rajaji Marg, New Delhi - 110 011

ACS FINANCE

Diary No. 3550

Date 06/04/2023

16 Mar 2023

DOP/AA1/68080/Depu/Cir

To,

All Ministries/ Departments of Govt of India  
State Governments  
Union Territory Administrations

**SUB: FILLING UP OF VARIOUS POSTS IN DRDO, MINISTRY OF  
DEFENCE ON DEPUTATION BASIS**

Sir,

Applications from eligible candidates are invited for filling up the following posts on deputation basis.

Sl No	Name of Post	Pay Level	No of post	Mode of recruitment	Normal tenure of deputation	Place of Posting
(i)	Joint Director (Accounts)	13	01	Deputation	03 Yrs	Hyderabad
(ii)	Chief Accounts Officer	12	02	Deputation	01 Yrs (May be extended)	Bengaluru

2. Number of vacancies may increase or decrease due to administrative reasons and place of posting may be changed at the time of selection. The eligibility conditions for the above posts are given in Annexure-I to this letter.

3. The selected officers will be appointed under the normal terms and conditions prescribed in this regard by the Govt of India from time to time.

4. It is requested that application **(in duplicate and counter-signed by the Cadre Controlling Authority)**, as per the enclosed proforma (Annexure-II), alongwith photocopies of completed and up-to-date APARs for the last five years (2017-18 to 2021-22) of the officers who could be spared in the event of their selection may be sent to Shri Pravin Kumar Das, Deputy Director, Dte of Personnel (Pers-AA1), Room No. 266, 2<sup>nd</sup> Floor, DRDO Bhawan, New Delhi-110105, within a period of 60 days from the date of circulation/publication of this circular in Employment News/Rozgar Samachar. Photocopies of the APARs should be attested on each page by an officer not below the rank of Under Secretary or equivalent in the Central Govt, failing which the application of the candidate shall be summarily rejected. In the event of selection, the applicant will not be allowed to withdraw his candidature.

Joint Secretary Finance (M/K)



## **ELIGIBILITY CONDITIONS FOR THE POSTS**

### **1. Joint Director (Accounts)**

#### **Qualitative Requirements:**

(a) Officers under the Central Government or State Government or Union Territory Administration:

(i) Holding analogous posts on regular basis in the parent cadre or department ;

Or

(ii) With five years regular service in the grade rendered after appointment thereto on a regular basis in level-12 (Rs. 78800-209200/-) in the pay matrix or equivalent in the parent cadre or department; and

(b) Possessing the following Educational Qualification and experience:

(i) Bachelor degree from a recognized university;

(ii) Ten years experience in Accounts, Management of Finance and Budgeting.

### **2. Chief Accounts Officer**

#### **Qualitative Requirements:**

(a) Officers of the Central Government or State Government or Union Territory Administration:

(i) Holding analogous posts on regular basis in the parent cadre or department;

Or



### **General Note**

1. The departmental officers in the feeder category who are in the direct line of promotion shall not be eligible for consideration for appointment on deputation. Similarly, the deputationists shall not be eligible for consideration for appointment by promotion.
2. The 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 to exceed three years.
3. The maximum age limit for appointment by deputation (including short term contract) shall not be exceeding 56 years as on the closing date of receipt of application.



## ANNEXURE-II

### APPLICATION FOR APPOINTMENT TO THE POST OF JOINT DIRECTOR (ACCOUNTS) AND CHIEF ACCOUNTS OFFICER, ON DEPUTATION BASIS IN DRDO, MINISTRY OF DEFENCE

Space for  
photograph

1.(i) Name and Address (in Block Letters)		Space for photograph
1.(ii) Complete Postal address of the applicant's present office: (with PIN, Tele/FAX)		
1(iii). Complete Postal address of the Cadre Controlling Authority : (with PIN, Tele/FAX)		
2. Date of Birth (in Christian era)		
3.(i) Date of entry in service		
(ii) Date of retirement under Central/State Government Rules		
4. Educational Qualification		
5. Whether Educational and other qualifications required for the post are satisfied.		
<b>Qualifications/Experience required as mentioned in the advertisement/ vacancy circular</b>	<b>Qualifications./experience possessed by the officer</b>	
<b>Essential</b>	<b>Essential</b>	
(A) Qualification	(A) Qualification	
(B) Experience	(B) Experience	
<b>Desirable</b>	<b>Desirable</b>	
(A) Qualification	(A) Qualification	
(B) Experience	(B) Experience	
<b>5.2</b> In the case of Degree and Post Graduate Qualifications Elective/main subject and subsidiary subject may be indicated <b>by the candidate.</b>		
<b>6.</b> 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.		



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/organization.

10. If any post was held on deputation in the past by the applicant, date and 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) Union Territory Administrations
- (d) Autonomous Organisation
- (e) Government Undertaking
- (f) Universities
- (g) 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

<u>Basic Pay in the Pay Matrix/ pay in pay cell</u>	<u>Pay Level</u>	<u>Total Emoluments</u>

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.

<u>Basic Pay in the Pay Matrix</u>	<u>Dearness Pay/ Interim Relief/ Other Allowances etc. (with break-up details)</u>	<u>Total Emoluments</u>

16 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)



**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: -

(a) There is no vigilance or disciplinary case pending/contemplated against Shri/Smt./Ms. \_\_\_\_\_.

(b) His/Her integrity is certified.

(c) His/Her CR Dossier in original is enclosed/photocopies of the APARs for the last 5 years (2017-18 to 2021-22) duly attested by an officer of the rank of Under Secretary of the Govt of India or above are enclosed.

(d) 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)