

F. No. A-12024/1/2012-Estt(Pt.)  
National Human Rights Commission  
Faridkot House, Copernicus Marg New Delhi -110 001

Sub: Filling up of the post of Joint Secretary in the National Human Rights Commission on deputation basis

One post of Joint Secretary in PB-4 Rs.37400-67000 + Grade Pay Rs.10000 is required to be filled up in the National Human Rights Commission on deputation basis on foreign service terms, as per the terms and conditions contained in the Department of Personnel and Training's O.M. No. 6/8/2009-Estt. (Pay.II), dated 17.6.2010 as amended from time to time. Applications are invited from

- (a) **Empanelled All India or Central Service Officers; or**
- (b) **Officers of Central Government holding analogous posts on regular basis; or**
- (c) **Officers of Central Government holding the posts in the pay band PB-4 Rs.37400-67000 + Grade Pay Rs.8700 with 3 years regular service in the grade; or**
- (d) **Officers of Central Government holding the posts in the pay band PB 3 Rs.15600-39100 + Grade Pay Rs.7600 with 8 years regular service in the grade**

2. The Commission is an eligible office for allotment of Govt. accommodation from General pool.

3. The applications of the eligible officers who can be spared immediately may be furnished in the prescribed form as at **Annexure** duly certified by the forwarding authority alongwith attested photocopies of APARs for the last 05 years and vigilance/disciplinary/cadre clearance. Applications not forwarded through proper channel will not be entertained.

4. The maximum age limit for appointment on transfer on deputation on foreign service basis shall be 56 years as on the last date for receipt of application.

5. The last date for receipt of application is **18<sup>th</sup> August, 2012.**

Under Secretary (Estt.)  
Tel.: 23386653

**APPLICATION FOR THE POST OF JOINT SECRETARY IN NHRC**

1. Name of the Applicant \_\_\_\_\_
2. Contacts : (a) Mobile \_\_\_\_\_  
(b) Landline \_\_\_\_\_  
(c) E-mail \_\_\_\_\_
3. Address for correspondence \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
4. Date of birth \_\_\_\_\_
5. Sex \_\_\_\_\_
6. Date of entry into Govt. Service and  
Brief service/experience details \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
7. Name, address and contact No. of  
Office where working at present \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
8. Present post held \_\_\_\_\_  
(a) Date of appointment in the present  
Post \_\_\_\_\_  
(b) Pay Band and Grade Pay \_\_\_\_\_  
(c) Whether the present post is held  
on deputation or on regular basis \_\_\_\_\_  
(d) If on deputation, mention name of  
parent office, post held on regular  
basis and date of appointment  
thereon \_\_\_\_\_
9. (a) Whether eligible as per prescribed  
eligibility criteria for the post applied \_\_\_\_\_  
(b) If yes, indicate specific criteria being  
fulfilled (both essential & desirable  
wherever applicable) \_\_\_\_\_

*\*no column should be left blank*

(Signature of the applicant)  
Name and Designation in Block Letters)

*Contd...2*

Certificate by Parent Office

- (a) Certified that the information furnished by the candidate has been verified from records and found to be correct.
- (b) Certified that copies of last 5 years ACRs duly certified by a Gazetted Officer are attached.
- (c) Certified that no vigilance enquiry is pending or contemplated against the individual and no(major or minor) penalty has been imposed on him/her during the preceding five years.

(Signature of the Officer with Seal)

Name : \_\_\_\_\_

Designation : \_\_\_\_\_

Office : \_\_\_\_\_