

Ministry of Defence  
D (Estt./Gp.I)

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Subject: Filling up of the post of Planning Officer (Defence) in the Ministry of Defence on deputation basis – regarding.

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Reference this Ministry's O.M. of even number dated the 29<sup>th</sup> November, 2011 on the above subject.

2. Due to non-availability of suitable officer the competent authority has decided to re-circulate the vacancy for the post of Planning Officer (Defence) in the Ministry of Defence by giving one month time from 15.2.2012 to 15.3.2012. Details of vacancy are enclosed herewith.

3. Applications are invited from eligible Officers for the post of Planning Officer (Defence). Officers who volunteer for the post will not be permitted to withdraw their names later. Only such recommendations, as are accompanied by the requisite personal data as in Annexure-II along with the certificate attached with Annexure-III and the up to-date C.R. Dossier (or clean photocopy of CR Dossier for the last 5 years duly attested on each page by an officer of the level not lower than that of Under Secretary to the Govt. of India, if original is not available) will be considered.

4. It is requested that applications (in duplicate) of eligible officers, who are willing to be considered for the post and who could be spared, may be sent (through proper channel) to this Ministry at the following address by the due date.

**K. Murali**  
**Under Secretary**  
**D(Estt./Gp.I)**  
**Room No.319, 'B' Wing, 3<sup>rd</sup> Floor**  
**SenaBhavan**  
**New Delhi-110 011**

5. Applications received after the due date will not be considered.

(K. Murali)  
Under Secretary to the Govt. of India  
Tel: 2301 2538

To

All Ministries/Departments of Government of India

M o D I.D.No.A-12018/5/2008-D(Estt./Gp.I) dated the 15<sup>th</sup> February, 2012

Copy also to:-

1.	US, D(MS)	With a request to forward a panel of suitable officers along with ACRs of last five years, DV clearance and requisite certificate at the earliest.
2.	MS Branch/MS(Coord)	
3.	Dy. Director MS-3B	
4.	Principal Director of Personnel (PDOP), Room No. 337, VayuBhavan, New Delhi	
5.	Cmde S.N. Ghormade, PDOP, Room No. 219, 'C' Wing, SenaBhavan, New Delhi.	
6.	JS(PIC)	For information
7.	The Establishment Officer, DOP&T, North Block, New Delhi.	For information
8.	DOP&T, CS Division, LokNayakBhavan, New Delhi.	For information
9.	All Deputy Secretaries/Under Secretaries in the MoDSectt. (including Deptt. of Defence Production & D/o ESW, Defence(R&D), APO and Finance Division).	-
10.	O/o JS(Trg.) & CAO & Chief Administrative Officer, Ministry of Defence	-
11.	NIC, Ministry of Defence	With the request to upload this circular in Ministry's website.
12.	Deputy Secretary (MM), DOP&T	With a request to upload the information on the Website of DOP&T
13.	D(OL) – for Hindi version.	

**Eligibility conditions for the post of Planning Officer(Defence) in the Ministry of Defence**

1. Post : Planning Officer (Defence) in the Ministry of Defence(Sect.)(General Central Services, Group 'A' Gazetted, Non-Ministerial)
2. Pay Scale : Pay Band – 3 Rs. 15600-39100/- Plus  
For Civilian Officers : Grade Pay of Rs. 7600/-  
:  
For Service Officers : Pay Band-4: Rs. 37400-67000/-  
Plus Grade Pay of Rs. 8000/- plus rank pay admissible to the Officers of the rank of Lieutenant Colonel.

3. Mode of Recruitment & Eligibility Conditions:

Deputation

- a) Central Govt. Officers
- i) Holding analogous post on regular basis; or  
ii) With 5 years' regular service in post in the pay scale of Rs. 15600-39100/- plus Grade Pay of Rs. 6600/-)  
OR  
iii) Officers holding rank of Lieutenant Colonel or equivalent in the Defence Services;  
AND
- b) Possessing ten years' experience in
- i) Procurement procedures  
ii) Work relating to preparation/finalization of various plans/perspective plans/plan proposals and schemes, plans for modernization of Armed Forces.

Desirable

- i) Work relating to Defence Procurements Procedure  
ii) Work relating to preparation/finalization of defence plans/ perspective plans/plan proposal/modernization for Armed Forces.

Deputation/Re-employment for Armed Forces Personnel:

The Armed Forces Personnel holding the rank of Lieutenant Colonel or equivalent, possessing the experience in the fields indicated above and due to retire or to be transferred to reserve within a period of one year can also be considered. Such persons will be given deputation terms upto the date on which they are due for release from the Armed Forces and thereafter, they will be continued on re-employment basis till they attain the age of superannuation in the civilian post.

4. Period of Deputation:

Period of deputation including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organization/department of the Central Govt. shall ordinarily not exceed 4 (four) years. The maximum age limit for appointment by deputation shall be not exceeding 56 years as on the closing date of the receipt of application.

Annexure II

BIO-DATA OF PERSONS SPONSORED FOR THE POST OF PLANNING OFFICER (DEFENCE)  
IN THE MINISTRY OF DEFENCE

1. Name :
2. Date of birth :  
(Completed years of age)
3. Designation
4. In case of Armed Forces Personnel - :  
the date of retirement/transfer to  
reserve
5. Office where working :
6. Scale of pay & present pay :
7. (a) Service to which belongs :  
  
(b) Substantive appointment held,  
if any  
  
(c) If on deputation, details :
8. Qualifications :
9. Particulars of service (commencing with the present post)

Period From	To	Post held (to date)	Scale	Office	Classification of the post
(1)		(2)	(3)	(4)	(5)

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10. Particulars of experience with reference to job requirements indicated in Annexure-I during last 10 years (indicate the nature of work done during the last ten years)
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11. Whether belongs to Scheduled Caste/  
Scheduled tribe :

Date

(Signature of the Applicant)

CERTIFICATE

(To be furnished by the Employer)

Office/Ministry/Department .....

Certified that Shri/Smt./Km. \_\_\_\_\_ \*is a Central Govt. Officer holding analogous post on regular basis/\*is a Central Govt. Officer with 5 years regular service in the scale of pay of Rs.15,600-39,100/- + Grade Pay of Rs. 6600/- (Revised Scale for Civilian Officers) or an officer of the rank of Lt. Col. or equivalent in the Defence Services. Also certified that the particulars given by the applicant in Annexure-II are correct and that no disciplinary/vigilance case is pending or contemplated against the officer.

Date:

(Signature of the forwarding authority)

Office:

Seal:

(\* ) Strike out whichever is not applicable.