

No. 9/2/2025-EO(MM-II)
Government of India
Ministry of Personnel, Public Grievances & Pension
Department of Personnel & Training
(Office of the Establishment Officer)

North Block, New Delhi
Dated, the 18 June, 2025

To,

1. The Chief Secretaries
All State Governments,
2. All Secretaries
Ministries/Departments of Government of India

Subject: Filling up the post of General Manager (Region) (Deputy Secretary/Director level), Regional Office, Punjab, Chandigarh under the Department of Food and Public Distribution on deputation basis.

Sir/Madam,

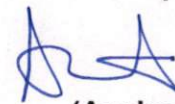
This is regarding filling up the post of General Manager (Region) (Deputy Secretary/Director level), Regional Office, Punjab, Chandigarh under the Department of Food and Public Distribution on deputation basis. The above post is a Central Staffing Scheme post to be filled up through the Civil Services Board(CSB) procedure. This post has been identified as a sensitive post and therefore, the tenure of the post as per the extant guidelines of Central Vigilance Commission will be for a period of 3 years.

2. Officers of the rank of Deputy Secretary/Director level from the All India Services or any Organized Services of the Government of India, eligible for appointment under Central Staffing Scheme at DS/Director level are eligible for the above post. Further, having an experience of working with Food Procurement and Public Distribution System related matters may be treated as a desirable experience.

3. The post may be circulated amongst officers eligible to be appointed at DS/Director level or equivalent level in the Government of India on priority basis. Names of willing and eligible officers who can be spared by the State Governments/Ministries/Departments may be forwarded/E-mailed(dir.mm@nic.in) to this Department along with **cadre clearance, vigilance clearance, detailed bio-data in the enclosed proforma and APAR Dossiers for the last five years**. For officers working in the cadre, it may also be ensured that the 'Cooling off', after a previous stint on deputation, if any, is completed and the officer is eligible for appointment on Central Deputation as per extant instructions. Applications of those officers who are already working at DS/Director level posts under the Central Staffing Scheme/Non-CSS posts of GOI are required to be forwarded by their respective Ministries/Departments to this Department, along with the approval of their Minister-in-Charge.

4. It is requested that the application(s) of the eligible candidate(s) may please be forwarded/E-mailed so as to reach this Department on or before 17.07.2025.

Yours faithfully,

 18/06/25

(Annies Kanmani Joy)

Deputy Secretary to the Government of India

Email: dir.mm@nic.in

Copy to:

1. Department of Food and Public Distribution (Shri Ajay Kumar Singh, Under Secretary), Krishi Bhawan, New Delhi w.r.t. their OM No. 5-2/2025-FC-I/E-389096 dated 16.06.2025.
2. PA to DS (MM) for uploading the circular through bulk e-mail system.

 18/06/25

(Annies Kanmani Joy)

Deputy Secretary to the Government of India

Bio-Data

1.	Name	:			
2	Date of Birth	:			
3	Service and Cadre	:			
4	Batch	:			
5	Contact Telephone No.	(O) (R) (M)			
6.	Domicile	:			
7	Educational Qualification(s)	:			
8	Date of joining service	:			
9	Present Designation and Pay Level				
10	Period of continuous appointment on the present post				
11	Date of grant of Level 12 or Grade Pay of Rs 7600/-	:			
12	Date of grant of Level 13 or Grade Pay of Rs 8700/-	:			
13	Date of superannuation				
14	Complete Experience/Posting Profile	:			
S. No	Period	Post held/Organization	Cadre post/Deputation post	Place of Posting	Brief Description
15.	Whether the officer has experience in Food procurement and Public Distribution System related matters.		:		
16.	Whether clear from Vigilance Angle		:	Yes/No	
17.	Whether the officer has been on deputation earlier. If so please provide details of organization, nature of deputation and period (dates) of deputation		:		
18.	Whether the officer is debarred from deputation under the Central Staffing Scheme		:	Yes/No	

19. Certified that the above particulars are correct and complete.

Signature of the applicant

Date: _____

Signature
Name/Designation & Rubber Stamp
of officer certifying the above Particulars

Note:

Columns 1-15 to be filled in by applicant.

Columns 16-19 to be filled in by Ministry/Department concerned