

**Government of India
Ministry of Environment, Forest and Climate Change
(ROHQ Division)**

**Indira Paryavaran Bhawan
Jor Bagh Road Aliganj, New Delhi – 110003**

Dated: 17th January, 2024

To

**The Director,
Employment News,
Ministry of Information and Broadcasting,
7th Floor, Soochna Bhawan,
CGO Complex, Lodhi Road,
New Delhi-110003.**

Sub: Advertisement for publication in Employment News for filling up of one (1) post of Deputy Legal Adviser and one (1) post of Assistant Legal Adviser on deputation basis - regarding

Sir,

I am directed to forward herewith an advertisement for publication in Employment News for filling up of one (1) post of Deputy Legal Adviser and one (1) post of Assistant Legal Adviser on deputation basis in Regional Office Headquarters Division of the Ministry of Environment, Forest and Climate Change located at New Delhi.

2. The expenditure involved is debitible to Demand No. "28 Major Head 2406.01.001.05.01.16 Printing and Publication, Direction and Administration – Attached/Subordinate Offices (Regional Offices)" for the financial year 2023-24.

3. It is requested that the enclosed advertisement may please be published on priority basis to facilitate filling up of the aforesaid posts at the earliest.

4. This issues with the approval of the competent authority.

Yours faithfully,



(Mahendra Yadav)

Under Secretary to the Government of India

Tele: 011-20819360

E-mail : m.yadav@nic.in

Encl : As above.

Government of India
Ministry of Environment, Forest and Climate Change
Indira Paryavaran Bhawan, Jor Bagh road
New Delhi- 110003
Advertisement No. 6-4/2019-ROHQ

Applications are invited from Indian citizens for filling up of one post of Deputy Legal Adviser and one post of Assistant Legal Adviser on deputation basis in Regional Office Headquarters Division of the Ministry of Environment, Forest and Climate Change as per details given below:

(1) One (1) post of Deputy Legal Adviser in Level 12, Rs. 78800-209200 of Pay Matrix of the 7th CPC (UR-1)

Essential Qualification

Officers of the Central Government or State Government or Union territories or Autonomous or Statutory Organization or Public Sector Undertakings or University or Recognised Research Institution: -

- (i) holding analogous post on regular basis; or
- (ii) with five years' regular service in level -11 in pay matrix or equivalent, and Possessing following qualification and experience: -

- (i) Degree in law from a recognised University/Institute; and
- (ii) ten years' experience in legal matters in Central or State Government or Union territories or Public Sector Undertakings or Statutory or Autonomous Bodies or Universities or Recognised Research Institutions.

Note -1. 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 organisation/Department of the Central Government shall ordinarily not to exceed four years.

Note -2. 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 applications.

(2) One (1) post of Assistant Legal Adviser in Level 11, Rs. 67700-208700 of Pay Matrix of the 7th CPC (UR-1)

Essential Qualification

Officers of the Central Government or State Government or Union territories or Autonomous or Statutory Organization or Public Sector Undertakings or University or Recognised Research Institution: -

- (i) holding analogous post on regular basis; or
- (ii) with five years' regular service in level -10 in pay matrix or equivalent, or
- (iii) with seven years' regular service in level-7 in pay matrix or equivalent; and Possessing following qualification and experience: -

- (i) Degree in law from a recognised university/Institute; and



- (ii) five years' experience in legal matters in Central or State Government or Union territories or Public Sector Undertakings or Statutory or autonomous Bodies or Universities or Recognised research Institutions.

Note -1. 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 organisation/Department of the Central Government shall ordinarily not to exceed four years.

Note -2. 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 applications.

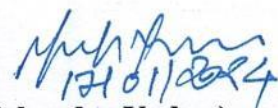
CLOSING DATE FOR RECEIPT OF APPLICATIONS

Applications of officials who are eligible and are willing to be considered for appointment on deputation basis and who can be relieved immediately after selection may be forwarded through proper channel along with copies of their ACRs/APARs for the preceding five years and Vigilance Clearance Certificate so as to reach Shri Mahendra Yadaw, Under Secretary to Government of India, Regional Office Headquarters, MOEF&CC, Prithvi Wing, 6th Floor, Indira Paryavaran Bhawan, New Delhi.

Applications without the recommendation of parent office/Department or incomplete applications or applications received after the prescribed date or without ACR/APAR/PAR/dossiers/Vigilance Clearance will not be considered.

The last date of receipt of applications is 45 days from the date of publication of this Advertisement in the Employment News/ Rozgar Samachar and is 60 days for those in Andaman & Nicobar Islands, Lakshadweep, States in the North Eastern Region, Ladakh Division of Jammu and Kashmir State, Panji Sub-division of Chamba, Lahaul & Spiti Districts of Himachal Pradesh.

For the application format and details of other general conditions and requirements visit our website <https://moef.gov.in/moef/>



(Mahendra Yadaw)

**Under secretary to the Government of India
rohq-mefcc@gov.in**

ANNEXURE-I

**BIODATA/ CURRICULUM VITAE PROFORMA FOR SUBMISSION BY THE CANDIDATES FOR
APPOINTMENT ON DEPUTATION**

(In accordance with DoPT's OM No. AB-14017/28/2014-Estt.(RR) dated 2.7.2015)

FOR THE POST OF _____

1.	Name & Address [in Block letters]	
2.	Date of Birth (in Christian era):	
3.	i) Date of entry into service	
	ii) Date of retirement under Central/ State Government rules:	
4.	Educational Qualifications:	
5.	Whether Educational and other qualifications required for the post are satisfied. (<i>If any qualification has been treated as equivalent to the one prescribed in the rules, state the authority for the same.</i>)	
	Qualifications/Experience required as mentioned in the advertisement/ vacancy circular .	Qualifications/Experience possessed by the Officer [in the case of Degree and Post graduate qualifications Elective/ main subjects may be indicated by the candidate]
	Essential	Essential
a)	Qualification:	Qualification:
b)	Experience	Experience

		Desirable		Desirable	
a)	Qualification:		Qualification:		
b)	Experience		Experience		
6.	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.				
6.1	Note: Borrowing Departments are to provide their specific comments/ views confirming the relevant Essential Qualification/ Work experience possessed by the Candidate (as indicated in the Bio-data) with reference to the post applied.				
7.	Details of Employment in chronological order. Enclose a separate sheet, duly authenticated by your signature, if the space below is insufficient.				
Office/Institution/ Organisation	Post held on regular basis	From	To	Pay Band and Grade Pay/ Pay Scale of the post held on regular basis	Nature of Duties (in detail) highlighting experience required for the post applied for

<p>*Important: Pay-band and Grade Pay / pay level granted under ACP/MACP are personal to the officer and therefore, should not be mentioned. Only Pay Band and Grade Pay/ Pay level of the post held on regular basis to be mentioned.</p>					
Office / Institution		Pay, Pay Band, and Grade Pay drawn under ACP/ MACP Scheme		From	To
8.	Nature of present employment, i.e., ad-hoc 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				
d)	Name of the post and Pay of the post held in substantive capacity in the parent organization				
Note:	1. In case of Officers already on deputation, the application of such officers should be forwarded by the parent cadre/Department along with supporting document (Cadre Clearance, Vigilance Clearance and Integrity certificate)				

Note:	2. Information under Column 9(c) and (d) 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 held on deputation in the past by the applicant, date of return from the last deputation, post and other details	
11.	Additional details about present employment, please state whether working under	
a)	Central Government	
b)	State Government	
c)	Autonomous Organisations	
d)	Government Undertakings	
e)	Universities	
f)	Others	
12.	Please state whether you are working in the same Department and are in the feeder grade of 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. [Basic pay, Grade Pay, Total emoluments]	Basic pay,
		Grade Pay
		Total emoluments
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	
Basic Pay with Scale of Pay and rate of increment	Dearness Pay/ Interim relief/ other allowances etc. (with break up details)	Total Emolument

16-A	<p>Additional information, if any, which you would like to mention in support of your suitability for the post.</p> <p>This among other things may provide information with regard to (1) additional academic qualifications, (2) Professional training and (3) work experience over and above prescribed in the vacancy circular/ advertisement]</p> <p>Note: Enclose a separate sheet, if the space is insufficient.</p>	
16-B	<p>Achievement</p> <p>The candidates are requested to indicate information with regard to</p> <ul style="list-style-type: none"> (i) Research Publications and Reports and Special Projects, (ii) Awards/Scholarship/Official Appreciation, (iii) Affiliation with the professional bodies/institutions/societies and (iv) Patents registered in own name or achieved for the organisation (v) Any research/ Innovative measure involving official recognition (vi) other information. <p>(Note: Enclose a separate sheet if the space is insufficient.)</p>	

17	Please state whether you are applying for deputation (ISTC)/ Absorption/ Re-employment basis# (Officers under Central / State Governments are only eligible for “Absorption”. Candidates of non-Government Organizations are eligible only for Short Term Contract	
	# (The option of `STC`/ `Absorption`/ Re-employment` are available only if the vacancy circular specially mentioned recruitment by “STC” or “Absorption” or “Re-employment”)	
18.	Whether belongs to SC/ST.	

I have carefully gone through the vacancy circular/advertisement and I am well aware that the information furnished in the Curriculum Vitae duly supported by documents submitted in respect of Essential Qualifications/ Work Experience submitted by me will also be assessed by the Selection Committee at the time of selection for the post. The information/ details provided by me are correct and true to the best of my knowledge and no material fact having a bearing on my selection has been suppressed/withheld.

Signature of the candidate _____

(As is given in ID Proof)

Address: _____

: _____

Date:

Contact Number (Mobile/Telephone),..... .Email ID :.....

COUNTERSIGNED BY FORWARDING AUTHORITY.

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 possess educational qualification and experience mentioned in the vacancy circular. If selected, he/she will be relieved immediately.

Also certified that:

- (i) There is no vigilance case pending/contemplated against him/her.
- (ii) His / Her integrity is certified.
- (iii) His / Her ~~complete ACR/APAR Dossier in original is enclosed~~ photocopies of the ACRs/ APARs for the last 5 years duly attested by an officer of the rank of Under Secretary of the Government of India or above are enclosed.
- (iv) No major/minor penalties have 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)