To
The Chief Secretary to the
Government of

Subject: Appointment to the post of Deputy Legislative Counsel (Regional Languages- Gujarati) in the Official Languages Wing, Legislative Department, Ministry of Law and Justice on deputation basis.

Sir,

I am directed to circulate the vacancy of Deputy Legislative Counsel (Regional Languages- Gujarati) in the Official Languages Wing, Legislative Department, Ministry of Law and Justice required to be filled up immediately on deputation basis. The post belongs to General Central Service, Group ‘A’ (Gazetted, Non-Ministerial) and carries Level 12 of Rs. 78800-209200 in the Pay Matrix. The appointment to the post is to be made by deputation of officers in the Central or State Government or Union Territories:-

(a) (i) holding analogous posts on regular basis in the Parent Cadre or Department; or

(ii) with five years’ service in the grade rendered after appointment thereto on a regular basis in Level 11 of Rs.67700-208700 in the Pay Matrix or equivalent in the Parent Cadre or Department; or

(b) possessing the educational qualifications and experience as prescribed in Annexure-I.

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, deputationists shall not be eligible for consideration for appointment by promotion.

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

Note:— For the purposes of appointment on deputation basis, the service rendered on a regular basis by an officer prior to the 1st January, 2016 or the date from which the revised pay structure based on the recommendations of the Seventh Central Pay Commission has been extended, shall be deemed to be service rendered in the corresponding level in the pay matrix or pay scale extended based on the recommendations of the said Commission except where there has been merger of more than one pre-revised scale of pay into one grade with a common level in the pay matrix or pay scale, and where this benefit will extend only for the post(s) for which that level in the pay matrix or pay scale is the normal replacement of the grade without any upgradation.

2. I am to request that the applications in the prescribed form (Annexure-A) of suitable officers who satisfy the educational qualifications and experience and whose services can be spared immediately may be sent to this Department. The final selection of the candidate will be made in consultation with the Union Public Service Commission.
3. The forwarding authorities should also certify (in the format given in Annexure-B) that the entries in the application have been verified from the records and found correct, and that no disciplinary/vigilance proceedings are either pending or contemplated against the applicant and that no major/minor penalties have been imposed on the officer during the last ten years. The forwarding authorities should enclose the up-to-date Confidential Report Dossiers of the applicant for the last five years. The applications along with all necessary documents of the willing officers should reach the undersigned within 60 days from the date of publication of the vacancy in the Employment News.

Yours faithfully,

(R.K. Sharma)

Under Secretary to the Government of India
Ph. No.: 23385023.

Copy to:-

1. All Ministries/Departments of the Government of India. (for giving wide publicity).
2. Director (Official Languages Wing) / US (Vidhi Sahitya Prakashan) [for giving wide publicity].
3. O.L. Section for Hindi version.
Annexure-I

Essential:

A. (i) Master’s Degree in Law (LLM) from a University established or incorporated by or under a Central Act; a Provincial Act or a State Act or any institution for higher education deemed to be a University by the Central Government or any other institution or foreign University approved by the Central Government; and
(ii) Should have been a member of State Judicial Service for a period of five years.

or

Should have held a post in the Legal Department of a State Government for five years;

or

Should have been a Central Government servant who has had experience in Legal Affairs for five years;

or

Should have been a qualified legal practitioner who has practised as such for five years;

or

Should have been a teacher of Law for five years in a recognised institution;

or

Should have five years’ experience of translation into Gujarati language of statutes, statutory rules and orders in the Central Government or State Government;

or

Should have five years’ experience of drafting of statutes in the Central Government or State Government;

Or

B. (i) Bachelor’s Degree in Law (LLB) from a University established or incorporated by or under a Central Act; a Provincial Act or a State Act or any institution for higher education deemed to be a University by the Central Government or any other institution or foreign University approved by the Central Government; and
(ii) Should have been a member of State Judicial Service for a period of seven years;

or

Should have held a post in the Legal Department of a State Government for seven years;

or

Should have been a Central Government servant who has had experience in Legal Affairs for seven years;

or

Should have been a qualified legal practitioner who has practised as such for seven years;

or

Should have been a teacher of Law for seven years in a recognised institution;

or

Should have seven years’ experience of translation into Gujarati language of statutes, statutory rules and orders in the Central Government or the State Government;

or

Should have seven years’ experience of drafting of statutes in the Central Government or the State Government;

(iii) Passed Secondary School Examination or any higher examination from a recognised Board or University or Institution through medium of Gujarati language or had offered Gujarati language as a subject in Secondary School Examination or any higher examination from a recognised Board or University or any institution or foreign University approved by the Central Government.

Note 1— Qualifications are relaxable at the discretion of the Union Public Service Commission, for reasons to be recorded in writing, in case of candidates otherwise well qualified.

Note 2.— The qualification(s) regarding experience is/are relaxable at the discretion of the Union Public Service Commission, for reasons to be recorded in writing, in the case of candidates belonging to the Scheduled Castes or the Scheduled Tribes, if at any stage of selection the Union Public Service Commission is of the opinion that sufficient number of candidates from these communities possessing the requisite experience are not likely to be available to fill up the vacancies reserved for them.
Desirable:
1. Five years' experience of legislative drafting in Gujarati language in Central or State Government.

2. Bachelor's degree from a University established or incorporated by or under a Central Act; a Provincial Act or a State Act or any institution for higher education deemed to be a University by the Central Government or any other institution or foreign University approved by the Central Government with Gujarati as a subject or medium at degree level.
(Certificate to be furnished by the Employer/Head of office/Forwarding authority)

Certified that the particulars furnished by ---------------- are correct and he/she possesses educational qualifications and experience mentioned in vacancy circular. It is also certified that-

(i) There is no vigilance or disciplinary case pending/contemplated against Sh. /Smt. --------------.
(ii) His/her integrity is certified.
(iii) His/her CR/APAR dossier in original is enclosed/photocopies of the ACRs/APAR for the last five years duly attested by an officer of the rank of Under Secretary to the Govt. of India or above, are enclosed.
(iv) "No major/minor penalty has been imposed on him/her during the last ten years."
(v) A list of major/minor penalties imposed on him/her last ten years is enclosed.

Signature--------------------------
Name and Designation--------------
Tel. No. --------------------------
Office Seal

List of enclosures:

1.
2.
3.
4.
5.

(Strike out which is not applicable)
Annexure-A

APPLICATION FOR THE POST OF DEPUTY LEGISLATIVE COUNSEL (RI-GUJARATI)

CURRICULUM VITAE PROFORMA

1. Name and Address
   (In Block Letters)

2. Date of Birth
   (In Christian era)

3. Date of retirement under
   Central/State Government Rules

4. Educational Qualifications

5. Whether Educational and other qualifications required for the post are satisfied. (If any Qualification has been treated as equivalent to the one prescribed in the Rules, state the authority for the same)

<table>
<thead>
<tr>
<th>Qualifications/Experience required</th>
<th>Qualifications/Experience possessed by the officer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Essential</td>
<td>1)</td>
</tr>
<tr>
<td>2)</td>
<td></td>
</tr>
<tr>
<td>3)</td>
<td></td>
</tr>
<tr>
<td>Desired</td>
<td>1)</td>
</tr>
<tr>
<td>2)</td>
<td></td>
</tr>
</tbody>
</table>

6. Please State clearly whether in the light of entries made by you above, you meet the requirement of the post.

7. Details of Employment, in chronological order. Enclose a separate sheet duly authenticated by your signature, if the space below is insufficient

<table>
<thead>
<tr>
<th>Office/Institution</th>
<th>Post held</th>
<th>From</th>
<th>To</th>
<th>Scale of Pay and Basic Pay</th>
<th>Nature of duties (in detail)</th>
</tr>
</thead>
</table>
8. Nature of present employment i.e. Ad-hoc of 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/organisation to which you belong.

10. Additional details about present employment
    Please state whether working under (indicate the name of your employer against the relevant column)
    a) Central Govt.
    b) State Govt.

11. Please state whether you are working in the same Department and are in the feeder grade or feeder to feeder grade.

12. 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.

13. Total emoluments per month now drawn

14. Additional information, if any, which you would like to mention 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)(Note: Enclose a separate sheet, if the space is insufficient).

15. 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 Organisations are eligible only for Short Term Contract).
16. Whether belongs to SC/ST

17. Remarks: (The candidates may indicate information with regard to (i) Research publications and reports and special projects (ii) Awards / Scholarship /Official Appreciation (iii) Affiliation with the professional bodies/ institutions/ societies and (iv)any other information

(Note: Enclose a separate sheet if the space is insufficient)

I have carefully gone through the vacancy circular/advertisement and I am well aware that the Curriculum Vitae duly supported by documents submitted by me will also be assessed by the Selection Committee at the time of selection for the post.

Signature of the Candidates

Date________

Address________

__________

Certified that the particulars furnished by the officer are correct. In the event of selection, services of the officer will be spared immediately.

Countersigned

Head of Department/Competent Authority