

IMMEDIATE

**F.No. A-35017/120/2018-AD.II**  
**Government of India**  
**Ministry of Finance**  
**Department of Revenue**  
**Central Board of Indirect Taxes and Customs**

\*\*\*

47-B, North Block, New Delhi,  
Dated the 20<sup>th</sup> December, 2018

To

All Principal Chief Commissioners/ Principal Directors General/ Chief Commissioners / Directors General under the Central Board of Indirect Taxes and Customs.

**Subject: Filling up of the various posts in East Delhi Municipal Corporation on deputation basis-reg.**

Sir / Madam

The East Delhi Municipal Corporation, vide their circular No.AC/(CED)/ASO-1/EMDC/2018/2822 dated 14.09.2018 has invited nomination for the various posts under East Delhi Municipal Corporation on deputation basis (copy enclosed).

2. It is requested that the above post may kindly be circulated amongst the eligible officers under your charge and duly filled in applications of willing officers may be sent through proper channel to the Board latest by **17.01.2019**, after verifying the particulars furnished by the applicants and it may be ensured that the particulars furnished by the applicants are correct and application, duly authenticated on the prescribed performa itself, may be forwarded through proper channel to the Board.

3. **It may please be noted that applications received without authentication and not through proper channel will not be entertained.**

**Encl: As above**

Yours faithfully,

  
(Dharmvir Sharma)

Under Secretary to the Government of India  
Tel No.011-23095520

Copy to:

- (i) The Website Manager, Directorate of Systems, New Delhi with the request to put the above circular in the department's Website.
- (ii) ADG, HRM-II, Rajendra Place, New Delhi-110008.



**EAST DELHI MUNICIPAL CORPORATION**  
**Central Establishment Department**  
Udyog Sadan, 419, Patparganj Indl. Area,  
Delhi- 110092



No. AC/(CED)/ASO-1/EDMC/2018/2222

Date- 14/09/2018

Circular

1. All Secretaries, Government of India
2. All Chief Secretaries, State /UTs
3. The Controller General of Defence Accounts, West Block-V, R.K. Puram, New Delhi.
4. The Assistant Comptroller and Auditor General, O/o the Comptroller & Auditor General of India, 10, Bahadurshah Zafar Marg, New Delhi.
5. The Special Secretary (Services) Service Department, Service-I Branch, Delhi Secretariat, 7<sup>th</sup> Floor, B-Wing, IP Estate, New Delhi-110002.
6. The Controller General of Accounts, Ministry of Finance, 7<sup>th</sup> Floor, Lok Nayak Bhawan, Khan Market, New Delhi.
7. The Controller General of Accounts, Posts & Telegraphs, Deptt., Patel Chowk, New Delhi.
8. Secretary (Revenue), Deptt. of Revenue, Govt. of India, North Block, New Delhi-01.
9. The Chief Executive Officer, Delhi Cantonment Board, Delhi Cantt. -110010.
10. The Chairman, Central Board of Direct Tax, Ministry of Finance, North Block, New Delhi.
11. The Chairperson, Central Board of Excise & Customs, Ministry of Finance, North Block, New Delhi.
12. The Registrar, Delhi High Court, New Delhi.
13. The Chairman, DDA, Vikas Sadan, INA, New Delhi.
14. The Director General (Works), CPWD, Nirman Bhawan, New Delhi-110011.
15. The Secretary, New Delhi Municipal Council, New Delhi.
16. The Director (Local Bodies), GNCTD, Delhi Sachivalaya, I.P. Estate, New Delhi-110002.
17. The Secretary, I&B Ministry, Govt. of India, Shastri Bhawan, New Delhi.
18. The Director General, Doordarshan, Room No. 523 (Tower-A), Doordarshan Bhawan, Copernicus Marg, New Delhi -01.
19. The Director General, All India Radio, Akashvani Bhawan, New Delhi-01.
20. The Secretary, Ministry of Environment & Forest, Indra Paryavaran Bhavan, AI Garj, Jorbagh Road, New Delhi, Delhi 110003.
21. The Secretary, Ministry of Agriculture and Farmers Welfare, Krishi Bhawan, Rajendra Prasad Road, New Delhi-110001.
22. The E-in-C, PWD, 12th Floor, MSO Building, I.P. Estate, New Delhi, Delhi 110002.
23. The Secretary, Forest Department, GNCTD, 2<sup>nd</sup> Floor, A-Block, Vikas Bahwan, New Delhi-110002.

Subject: Sponsoring of names for appointment to the posts Chief Vigilance Officer, Chief Law Officer, Assessor & Controller, Director of Horticulture and Director (Press & Information) in EDMC on deputation basis.

Sir/Madam,

Reference EDMC circular No. AC/(CED)/ASO-1/EDMC/2018/1629 dated 15.02.2018, inviting application for the post of Chief Vigilance Officer, Chief Law Officer and Assessor & Collector on deputation basis. The last date for receipt of application for the above posts is extended till the posts are filled up.

2. Further, East Delhi Municipal Corporation of Delhi also intends to fill the following posts through deputation:

S. No.	Name Post	Vacant Post	Pay Band & Grade Pay	Eligibility Criteria
1.	Director of Horticulture	01	Pay Band - 4 + Grade Pay 8900/-	Officers from the Central / State Govt. (a)(i) Holding analogous post on a regular basis in the parent cadre / department. OR (ii) With 2 years' service in the grade rendered after appointment thereto on regular basis in Pay Band - 4 Rs. 37400- 67000 + Grade Pay Rs.8700 or equivalent in the parent cadre/ department, Or (iii) With 06 years' service in the grade rendered after appointment thereto on regular basis in the Pay Band - 3 Rs. 15600-39100+ Grade Pay Rs.7600 or equivalent in the parent cadre / department. (b) Educational Qualifications

6

INFORMATION TECHNOLOGY DEPARTMENT

Diary No. 2P-3403

Date 14/9/18

EDMC, Udyog Sadan, Patparganj, Industrial Area,  
Delhi-110092

	<p align="center"><b>East Delhi Municipal Corporation</b>  <b>Central Establishment Department</b>          Udyog Sadan, 419, Patparganj Indl. Area,          Delhi- 110092</p>	 IN THE NAME OF THE 
---	---	---

No.: AO (CED)/EDMC/2018/ 2823

Date: 14/09/18

**Sub: Extension of last date of receipt of application in response to circular no.AC (CED)/ASO-I/EDMC/2018/1629 dated 15.02.2018 as well as inviting application for the post of Director Horticulture & Director Press & Information (P&I).**

The Competent Authority has extended the last date of receipt of applications for the post of CVO, CLO & A&C till the posts are filled up as earlier advertised vide circular no. AC (CED)/ASO-I/EDMC/2018/1629 dated 15.02.2018.

Further application for the posts of Director Horticulture and Director Press & Information are invited vide Circular No.AC/(CED)/ASO-I/EDMC/2018/2822 dated 14.09.2018.

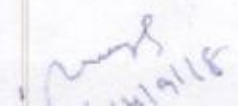
The same should be circulated in daily-edition news papers and Employment News as per enclosed notice on priority.

  
 (K.D. Verma)  
**Assistant Commissioner**  
**CED**

Dy. Director (P&I)

Copy to:-

1.  AO (IT) for uploading the notice on MCD website.

  
 HALL

				Essential:- 1) M.Sc in Agriculture with specialisation in Horticulture/ M.Sc in Horticulture (including Floriculture, Olericulture etc.) from a recognised University or equivalent. OR B.Sc(Agriculture) with post-graduate diploma in Landscape/architecture/ Horticulture from a recognised University or equivalent 2) 12 years' experience in a senior or supervisory capacity in works of Horticulture including ornamental grading ranging over various fields of Horticulture in a Govt. Department or in a private firm. Desirable:- i) Doctorate Degree in Agriculture/ Horticulture or Botany from a recognised University or equivalent. ii) Adequate administrative experience.
2	Director (P&I)	01	Pay Band-3 + Grade Pay 7500/- equivalent to level-12 as per 7 <sup>th</sup> CPC	(a) (i) Holding analogous post on a regular basis in the parent cadre/ department. OR (ii) With five years' service in the grade rendered after appointment thereto on regular basis in Pay Band-3 Rs. 15,600-39100/- Grade Pay Rs.6600/- or equivalent in the parent cadre/ department, and (b) Possessing the following Educational Qualification and experience. (i) Degree if a recognised University or equivalent with English and Hindi/ Urdu as a subject. (ii) Degree/P.G. Diploma in Journalism of a recognised University / Institution or equivalent. (iii) 10 years experience in supervisory capacity of Journalistic/ Publicity under Govt. Department or in a News paper/ News Agency / Publicity Organisation.

2. Since the EDMC follows the Rules/Regulations/Instructions of the Govt. of India, the laid down terms and conditions of Govt. of India shall be applicable mutatis mutandis to the officer on deputation basis in East Delhi Municipal Corporation. Further, the maximum age limit for appointment by deputation shall be not exceeding 56 years as on closing date of receipt of application.

3. The above said requirements of RRs are to be supplemented by the normal terms and conditions prescribed by the Govt. of India DoPT's guidelines & instructions for such appointments such as clearance from Departmental proceedings /civilian criminal proceedings, qualified performance assessment report, certified integrity etc.

4. It is, therefore, requested that the names of the suitable and willing officers, fulfilling the prescribed conditions, along with their application, bio-data, ACRs for the preceding five (5) years, integrity certificate, vigilance clearance certificate, cadre clearance certificate for three (3) years, Major Minor Penalty (MNP) certificate for the last Ten years etc., may please be forwarded to the Assistant Commissioner (Central Establishment Department), Ground Floor, Auditorium Block, Udyog Sadan, F.I.E.-419, Industrial Area, Patparganj, Delhi-110092, to enable us to consider selection for appointment to the above said posts on deputation basis. The last date for receipt of application for the above posts is till the posts are filled up.

This may please be given TOP PRIORITY.

  
 (K.D. VERMA)

Assistant Commissioner (CED)

Copy to -

1. Secretary, UPSC for information.
2. Hon'ble Mayor of East Delhi for kind information.
3. OSD (Admn.) to Cmr. for information to the Commissioner, East DMC.
4. A.O (IT), SDMC, Civic Centre, New Delhi with the request to upload the Circular on East Delhi Municipal Corporation Website.
5. A.O (IT), East DMC with a request to ensure the uploading of the Circular on East Delhi Municipal Corporation Website.
6. Director (P&I) for getting the same published in the Employment News and leading newspapers as per prevailing practice, through a compact notification as enclosed separately.



-A/c-

1

**EAST DELHI MUNICIPAL CORPORATION**  
Central Establishment Department  
Udyog Sadan, 419, Patparganj Indl. Area,  
Delhi- 110092

१६ वरु सवुर से शी

Date 15.02.2018

No. AC/(CED)/ASO-1/EDMC/2018/1629

Circular

1. All Secretaries, Government of India.
2. All Chief Secretaries, State /UTs.
3. The Controller General of Defence Accounts, West Block-V, R.K. Puram, New Delhi.
4. The Assistant Comptroller and Auditor General, O/o the Comptroller & Auditor General of India, 10, Bahadurshah Zafar Marg, New Delhi.
5. The Special Secretary (Services) Service Department, Service-I Branch, Delhi Secretariat, 7<sup>th</sup> Floor, B-Wing, IP Estate, New Delhi-110002.
6. The Controller General of Accounts, Ministry of Finance, 7<sup>th</sup> Floor, Lok Nayak Bhawan, Khan Market, New Delhi.
7. The Controller General of Accounts, Posts & Telegraphs, Deptt., Patel Chowk, New Delhi.
8. Secretary (Revenue), Deptt. of Revenue, Govt. of India, North Block, New Delhi-01.
9. The Chief Executive Officer, Delhi Cantonment Board, Delhi Cantt.-110010.
10. The Chairman, Central Board of Direct Tax, Ministry of Finance, North Block, New Delhi.
11. The Chairperson, Central Board of Excise & Customs, Ministry of Finance, North Block, New Delhi.
12. The Registrar, Delhi High Court, New Delhi.
13. The Chairman, DDA, Vikas Sadan, INA, New Delhi.
14. The Director General (Works), CPWD, Nirman Bhawan, New Delhi-110011.
15. The Secretary, New Delhi Municipal Council, New Delhi.
16. The Director (Local Bodies), GNCTD, Delhi Sachivalaya, I.P. Estate, New Delhi-110002.

Subject: Sponsoring of names for appointment to the following post Chief Vigilance Officer, Chief Law Officer, Assessor & Controller & Director (Primary Education) in EDMC on deputation basis.

Sir/Madam,

East Delhi Municipal Corporation of Delhi intends to fill following posts through deputation:

S. No.	Name Post	Vacant Post	Pay Band & Grade Pay	Eligibility Criteria
1.	Assessor & Collector	01	Pay Band -4 (Rs.37400-67000) + Grade Pay 8900 (Level 13-A under 7 <sup>th</sup> CPC)	Officer of Indian Administrative Service /Central Government / St Government/ Union Territories / Indian Revenue Service (Income Tax Department) (a)(i) Holding analogous post on regular basis in the parent cadre/department; OR (ii) With 2 years' services in grade rendered after appointment therein on regular basis in PB-4 of Rs 37400-67000/ with Gr Pay 8700/- or equivalent in the parent cadre/department OR (iii) With 7 years' services in the grade rendered at appointment thereto on regular basis in the Pay Band-3, Rs 1539100 with Grade Pay 7600 or equivalent in the parent cadre/department; and (b) Possessing 12 years' experience including 5 years in Revenue related work.
2.	Chief Vigilance Officer	01	Pay Band-4 (Rs.37400-67000)+ Grade Pay 10000/- equivalent to level-14 as per 7 <sup>th</sup> CPC	Group 'A' Service officer of Central Government fulfilling the following criteria - (a) Not below the rank of Dy. Secretary to Govt. of India equivalent, (b) Unblemished record of service and integrity beyond doubt equivalent, (c) Should not be from East Delhi Municipal Corporation, (d) Should not have worked as CVO in East Delhi Municipal Corporation (e) Should not have crossed the age of 56 years as on the last date

3/c -

3.	Education Officer-cum-Director (Primary Education)	01	Pay Band-4 + Grade Pay Rs.10000/- (or equivalent Pay Matrix under recommendation of 7 <sup>th</sup> CPC)	<p>(a) Officers of All Indian Services/Central/State Govt./U.Ts:-</p> <p>(i) Holding analogous post on a regular basis in the parent cadre/department or;</p> <p>(ii) with 5 years' regular service in the posts in the scale of pay of Rs.3700-5000 (pre-revised) (revised PB-3 Rs.15600-39100+GP Rs.7600) or equivalent, or;</p> <p>(iii) With 3 years' regular service in the posts in Pay Band- 4 Rs.37400-67000+ Grade Pay Rs.8700/- or equivalent, and</p> <p>(b) Possessing following Education Qualifications and experience :-</p> <p>(i) Master's Degree from a recognized University or equivalent.</p> <p>(ii) 12 years' administrative experience including 2 years' experience in the field of education in a responsible capacity.</p>
4.	Chief Law Officer	01	Pay Band-4(Rs.37400-67000) + Grade Pay 8900 (Pre-revised) Revised to level -13 A under 7 <sup>th</sup> CPC	<p>Officers having the experience of handling legal affairs/ matters ar who are working in the Central/State Govt./Union Territories/Publ Sector Undertaking/Statutory or Autonomous Organisations und the Central / State Govt., are eligible for appointment to the post Chief Law Officer in EDMC. The eligibility for appointment to t post are as under:-</p> <p>(i) An officer of the aforesaid category holding analogous posts or regular basis in the parent cadre/ department; or</p> <p>(ii) With 2 years' regular service in the grade rendered afte appointment there to on regular basis in the Pay Band-4, Rs.37400 67000+GP Rs.8700/- or equivalent in the parent cadr /department;</p> <p>(iii) With 7 years' service in the grade rendered after appointmer there to on regular basis in the Pay Band 3 of Rs. 15600-39100+C 7600/- or equivalent in the parent cadre/department;</p> <p>(iv) Possessing the following educational qualifications ar experience ;</p> <p>(a) Degree in Law from a recognized University or equivalen</p> <p>(b) 15 Years; experience in legal work involving Civic Laws, Labo Law, Taxation, Arbitration and prosecution Matters</p>

2. Since the EDMC follows the Rules/Regulations/Instructions of the Govt. of India, the laid down terms and cond of Govt. of India shall be applicable mutatis mutandis to the officer on deputation basis in East Delhi Municipal Corpor Further, the maximum age limit for appointment by deputation shall be not exceeding 55 years as on closing date of rect application.

3. The above said requirements of RRs are to be supplemented by the normal terms and conditions prescribed Govt. of India DoPT's guidelines & instructions for such appointments such as clearance from Departmental proceedings /i criminal proceedings, qualified performance assessment report, certified integrity etc.

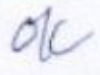
4. It is, therefore, requested that the names of the suitable and willing officers fulfilling the prescribed conditions, with their application, bio-data, ACRs for the preceding five (5) years, integrity certificate, vigilance clearance certificate, Clearance certificate for three (3) years, Major Minor Penalty (MNP) certificate for the last Ten years etc., may plea forwarded to the Assistant Commissioner (Central Establishment Department), Ground Floor, Auditorium Block, Udyog : F.I.E.-419, Industrial Area, Patpargan, Delhi-110092. , within 45 days from the date of this Circular, to enable us to co selection for appointment to the above said posts on deputation basis.

This may please be given TOP PRIORITY.

  
(K.D. VERA  
Assistant Commissioner (C

Copy to:-

1. Secretary, UPSC for information
2. Hon'ble Mayor of East Delhi for kind information.
3. OSD (Admn.) to Cmr. for information to the Commissioner, East dmc.
4. A.O (IT), SDMC, Civic Centre, New Delhi with the request to upload the Circular on East Delhi Municipal Corporation W
5. A.O (IT), East DMC with a request to ensure the uploading of the Circular on East Delhi Municipal Corporation Website.
6. Director (OR) if for getting the same published in the Employment News and leading newspapers as per prevailing practi





**EAST DELHI MUNICIPAL CORPORATION**

(Central Establishment Department)

419, Udyog Sadan, Ground Floor,  
Patparganj Industrial Area, Delhi-110092

No. AC(CED)/ASO-1/EDMC/2018/2822

Dated : 14.09.2018

**ADVERTISEMENT**

Application from eligible candidates for filling up the following posts in East Delhi Municipal Corporation on Deputation basis are invited :-

- One post of Director Horticulture in PB-4 (Rs. 37400-67000) + GP 8900 (Level 13-A under 7<sup>th</sup> CPC)
- One post of Director in Press & Information in PB-3 (Rs.15600-39100) + GP-7500 (Level 12 under 7<sup>th</sup> CPC)

Application for the posts of CVO, CLO and A&C were invited vide Circular no. AC(CED)/ASO-1/EDMC/2018/1629 dated 15.02.2018. Application can be submitted for these posts also till the posts are filled up. Details eligibility Criteria and terms & Conditions for these posts are available on EDMC website i.e. [www.mcd.online.gov.in/tri/edmc\\_mcd](http://www.mcd.online.gov.in/tri/edmc_mcd) portal under News & Events.

(K.D. Verma)  
Asstt. Cmr.(CED)

APPLICATION FOR THE POST OF \_\_\_\_\_ IN  
EAST DELHI MUNICIPAL CORPORATION ON DEPUTATION BASIS

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 education and other qualifications required :  
for the post are satisfied : \_\_\_\_\_  
(Details of given qualification)
6. Details of employment, in chronological order. Enclose a separate sheet, duly authenticated by your  
signature, if the space below is insufficient

PERIOD		POST HELD	PAY SCALE /GRADE PAY	OFFICE	NATURE OF DUTIES
FROM	TO				

7. Nature of present employment i.e. Adhoc or :  
temporary or quasi- permanent or permanent : \_\_\_\_\_
8. 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 : \_\_\_\_\_
9. Additional details about present employment :  
Please state whether working under:-  
(a) Central Government  
(b) State Government  
(c) Autonomous Organization  
(d) Government Undertaking  
(e) Universities  
(f) Others
10. Details of Pay Scale on initial appointment and subsequent promotions



Sl. No.	1 <sup>st</sup> Appointment/ promotions	Date	Pay scale / Grade / Pay	Whether held on Substantive/ Regular / Adhoc / ACP/MACP Basis
1.	Initial appointment in service			
2.	1 <sup>st</sup> Promotion			
3.	2 <sup>nd</sup> Promotion			
4.	3 <sup>rd</sup> Promotion			
5.	4 <sup>th</sup> Promotion			
6.	5 <sup>th</sup> Promotion			
7.	6 <sup>th</sup> Promotion			

\* If financial up-gradation on ACP/MACP basis, please give details of regular promotion also.

11. Please state clearly whether in the light of entries made by you above, you meet the requirements of the post and you are eligible as per RRs : \_\_\_\_\_

12. Additional information, if any, which you would like to mention in support of your suitability for the post. Enclose a separate sheet, if the space is insufficient : \_\_\_\_\_

13. Remarks : \_\_\_\_\_

Date :- \_\_\_\_\_

Signature of the Candidate :- \_\_\_\_\_

Address: \_\_\_\_\_

Countersigned  
(Employer)

**CERTIFICATE**  
(To be given by Head of Office of the Applicant)

1. It is certified that the particulars furnished by the officials are correct.
2. It is certified that no disciplinary / vigilance case is either pending or contemplated against the applicant and he/she is clear from vigilance angle.
3. The record of service of the officials has been carefully scrutinized and it is certified that there is no doubt about his/ her integrity.
4. It is certified that the officer is eligible to hold this post as per the provisions of the Recruitment rules mentioned in deputation vacancy circular.

**NAME OF THE OFFICER/ DESIGNATION  
WITH OFFICIALS SEAL OF HEAD OF OFFICE**

Date: - \_\_\_\_\_

Note: - Application should be forwarded through proper channel with approval of Competent Authority.