

No. I/12020/72/2009-NCB
Government of India
Ministry of Home Affairs
NCB-I Section

9th Floor, Lok Nayak Bhawan, Khan Market,
New Delhi, Dated the 8th November, 2010.

Subject:- Filling up of the post of Deputy Director/Zonal Director in the Headquarters and Zonal Units of Narcotics Control Bureau, Ministry of Home Affairs on deputation basis.

The Narcotics Control Bureau under the Ministry of Home Affairs intends to fill up 7 (**Seven**) vacant posts of Deputy Director/Zonal Director at Delhi, Indore, Guwahati, Chandigarh, Bangalore, Patna and Jammu. The applicant is liable to be posted/ transferred anywhere in the country.

2. The post of Deputy Director/Zonal Director carries the pay scale of Rs. 15600-39100 in Pay Band PB-3 + Grade Pay of Rs. 7600.
3. The rules provide for 20% of posts to be filled by promotion failing which by deputation and 80% of the posts to be filled by deputation. There is at present no eligible officers in the feeder grade in the Narcotics Control Bureau for promotion. Therefore, all the posts will be filled up on deputation basis.
4. The terms and conditions of the deputation will be governed by the Department of Personnel & Training's OM No. 2/29/91-Estt (Pay-II) dated 05-01-1994, as amended from time to time.
5. The Recruitment Rules for the post of Deputy Director/Zonal Director in the Narcotics Control Bureau provide for deputation of the officers of the Central Government: or the state Government or Union Territories;
 - (a) (i) holding analogous posts on regular basis in the parent cadre or department ; or

(ii) with 5 years' regular service in the grade rendered after appointment thereto on a regular basis in the posts in the pay band-3, Rs. 15600-39100 with grade of pay Rs. 6600 or equivalent in the parent cadre or department: and

b) possessing the following educational qualifications and experience, namely:-

(i) Bachelor's degree from a recognized University;

(ii) eight years' experience in enforcement of regulatory laws and collection of intelligence relating thereto.

Desirable: i) four years' experience in investigation of criminal offences including economic offences.

(ii) Working knowledge of Computers related operations including Microsoft Office (Word, Power-Point, Excel and Access) and operation of internet.

Duties of the Deputy Director / Zonal Director

1. Enforcement of Narcotics Drugs and Psychotropic Substances Act, 1985 and other related laws;
2. Collection & development of Intelligence regarding drug traffickers followed by search, seizure and arrest of traffickers and their prosecution;
3. Undertaking financial investigation including drug money laundering and links with terrorist activities if any;
4. Identification and destruction of illicit opium and cannabis cultivation;
5. Identification and destruction of illicit Meth Labs;
6. Initiating action under PITNDPS Act;
7. Busting of Internet pharmacies;
8. Identification of major drug traffickers, their activities and creating a database;
9. Monitoring of drug situation, modus operandi, routes etc;

10. Working on joint operations with counterpart drug law enforcement agencies of other countries and initiating controlled delivery operations;
 11. Coordination between various Central and States drug law enforcement agencies in India;
 12. Monitoring of Legal/court matters;
 13. Organisation of Training Courses in Drug Law enforcement;
 14. Dealing with Administration and Establishment.
6. Period of deputation including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organization or department of the Central Government shall ordinarily not exceed four years.
7. The age limit for appointment by transfer on deputation shall be not exceeding fifty six years on the closing date of receipt of applications.
8. For the purposes of appointment on deputation basis, the service rendered on a regular basis by an officer prior to 1st January, 2006 or the date from which the revised pay structure based on the Sixth Central Pay Commission recommendations has been extended or shall be deemed to be service rendered in the or corresponding grade pay or pay scale extended based on the recommendations of the Pay Commission there has been merger of more than one pre-revised scale of pay into one grade with a common grade pay or pay scale, and where this benefit will extend only for the post for which that grade pay or pay scale is the normal replacement grade without any up-gradation.
9. The vacancy circular may be brought to the notice of eligible officers of your cadre. The application of eligible and willing officers who can be spared at short notice in the event of their selection may be obtained in the proforma attached in duplicate and forwarded to Shri K. Muralidharan, Deputy Secretary (Security), Ministry of Home Affairs, Internal Security Division, 9th Floor, 'C' Wing, Lok Nayak Bhawan, Khan Market, New Delhi-11003 alongwith copies of ACRs for the last five years duly attested (with stamp) on each page by an officer not below a Group A Officer to the Government of India or equivalent, Vigilance Clearance, Certificate regarding major/minor penalty imposed for the last 10 years so as to reach

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this Ministry within 60 days of publishing of this Circular. The applications received after the closing date shall not be entertained.

10. It may be noted that in the event of their selection, the candidates will not be allowed to withdraw their candidature.

(K. Muralidharan)
Deputy Secretary to the Government of India
Telephone 24617196

Copy to:-

1. All Ministries/Department of Government of India
2. Member (P&V), CBEC, Ministry of Finance, North Block, New Delhi
3. Member (P&V), CBDT, Ministry of Finance, North Block, New Delhi
4. All Chief Secretaries of State/Union Territories
5. Director, IB, CBI, NCRB, DCPW, BPR&D, New Delhi
6. Director General, CRPF, SSB, ITBP, BSF, CISF
7. All DGsP of all States
8. Director General, NCB, R.K. Puram, New Delhi
9. DG, DRI, IP Estate, New Delhi
10. Director, Directorate of Enforcement, Ministry of Finance
11. Narcotics Commissioner, Central Bureau of Narcotics, Gwalior
12. Deputy Secretary(UTs), MHA
13. Office Copy/Guard file

PROFORMA

[FOR APPLICATION FOR THE POST OF DEPUTY DIRECTOR / ZONAL DIRECTOR IN NARCOTICS CONTROL BUREAU (NCB)]

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.	Educational and other qualifications possessed.					
	Essential	(1)	Qualifications/ Experience required for the post of Deputy Director/ Zonal Director		Qualifications/ Experience possessed by the officer	
	(2)	(3)				
	Desired	(1) (2)				
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)					
	Office/ Institution	Post held	From	To	Scale of pay and Basic Pay	Nature of duties(in detail)
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 .	
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.	
	c) Autonomous Organisation	
	d) Government Undertaking	
	e) Universities	
	f) Others	
11.	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	
12.	Total emoluments per month now drawn	
13.	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).	
14.	Whether belongs to SC/ST	
15.	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)	
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I have carefully gone through the vacancy circular/advertisement and certify that I have not concealed or misrepresented any information and I am well aware that the proforma supported by documents submitted by me will be assessed by the Selection Committee at the time of selection for the post.

Date : _____
candidate

Signature of the

Address _____

Countersigned _____

(Employer with Seal)

**CERTIFICATE TO BE FURNISHED BY THE EMPLOYER
HEAD OF OFFICE/FORWARDING AUTHORITY**

1. Certified that the particulars furnished by Shri/Smt/Kum. _____ are correct and he/she possess educational qualifications and experience mentioned in Annexure-II above
2. It is also certified that there is no vigilance/Disciplinary case either pending or being contemplated against him/her.
3. His/her integrity is certified.
4. No major or minor penalty was imposed on Shri/ Smt /Kum. _____ during the last 10 years.
5. Copies of ACRs for the last 5 years upto 2009-10 duly attested (with rubber stamp) on each page by an officer not below a Group A Officer to the Government of India or equivalent is enclosed.

Place:- _____

Signature

Name, designation

Date: _____

& Tele No.