



*Inspiring Trust, Assuring Safe & Nutritious Food*

**(Recruitment Cell)**

**FDA Bhawan, Kotla Road, New Delhi-110002**

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Dated: 09 April, 2025

**CIRCULAR-DEP-02/2025**

**Subject: Filling up post of Executive Director in the Food Safety and Standard Authority of India (FSSAI) through deputation on Foreign Service terms-reg.**

Food Safety and Standards Authority of India (FSSAI) is a statutory Authority set up under the Food Safety and Standards Act, 2006 for laying down science based standards for articles of food and to regulate their manufacture, storage, distribution, sale and import, to ensure availability of safe and wholesome food for human consumption.

2. FSSAI propose to fill-up one post of Executive Director from officers holding regular position in the Central Government or State Governments or Union Territories or Govt. Universities or Recognized Research Institutions or Public Sector Undertakings or Semi-Government, Statutory or Autonomous Organizations on transfer on deputation (including short-term contract) on foreign service terms basis as per the details contained in **Annexure-I**. Applicants fulfilling the eligibility criteria & having relevant experience, etc., may apply online on the link available under the tab '**jobs@fssai(careers)**' on the FSSAI website i.e. [www.fssai.gov.in](http://www.fssai.gov.in) commencing from **15.04.2025 to 30.04.2025**.

3. The hard copy of online application form duly certified by the employer along with "**Certificate by the employer/Cadre Controlling Authority**" in the prescribed format and other supporting certificates/documents (Integrity certificate, vigilance clearance, Major/Minor penalty imposed during the last ten years and up to-date duly certified photocopies of APARs for the last 5 years) **must reach through proper channel to Assistant Director, Recruitment Cell, FSSAI Headquarters, 312, 3<sup>rd</sup> Floor, FDA Bhawan, Kotla Road New Delhi by 15.05.2025** for further necessary action.

4. The period of deputation would be initially for **three years (03) or till the date of superannuation of the candidate whichever is**

**earlier.** Further extension beyond the stipulated period would be subject to availability of vacancies, performance of the deputationist, approval of the Competent Authority, etc.. The terms of deputation including pay of the officials selected on deputation will be governed by provisions laid down in the Department of Personnel and Training's Office Memorandum No.6/8/2009-Estt. (Pay II) dated 17<sup>th</sup> June, 2010 and other orders/guidelines issued in this regard from time to time. The maximum age limit for appointment on deputation shall be **58 years** on the last day of receiving of the applications.

5. Officials of other Departments, Autonomous Bodies etc. where salaries are paid on IDA basis may kindly refer to the IDA-CDA Equivalency issued for FSSAI as **Annexure-II** for ascertaining their eligibility for various posts on Deputation.

6. The vacancies shown in the advertisement are indicative which may increase or decrease at the discretion of the Competent Authority. The Food Authority reserves the right not to fill up all or any of the vacancies or to cancel the advertisement at any stage. For further clarification applicants may contact on email at [recruitment.fssai@fssai.gov.in](mailto:recruitment.fssai@fssai.gov.in) and/or phone no. 011-23667423.

(Pritha Ghosh)  
Jt. Director (Recruitment)

To,

1. The Under Secretary (Food Regulations), Department of Health and Family Welfare, Ministry of Health and Family Welfare, Nirman Bhawan, New Delhi - with a request to kindly send the advertisement to Department of Personnel and Training for uploading the advertisement on DoP&T website for wide circulation.
2. IT Division-for uploading on official website ([www.fssai.gov.in](http://www.fssai.gov.in))

### **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 possesses educational qualifications and experience mentioned in the vacancy Circular. If selected, he/she will be relieved immediately.

#### **2. Also certified that;**

(i) There is no vigilance or disciplinary case pending/contemplated against Smt./Shri \_\_\_\_\_.

(ii) His/Her integrity is certified.

(iii) His/ Her CR Dossier in original are enclosed/ photocopies of the ACRs/APARs for the last 5 years duly attested by an officer of the rank of Under Secretary of the Govt. of India or above are enclosed.

(iv) No major/ minor penalty has been imposed on him/ her during the last 10 years **or** A list of major/minor penalties imposed on him/her during the last 10years is enclosed. (as the case may be).

**Countersigned**  
**(Employer/Cadre Controlling Authority with Seal)**

**ANNEXURE-I****Posts proposed to be filled up in FSSAI on transfer on  
Deputation on Foreign Service Terms Basis**

<b>Post Code</b>	<b>Post/ Pay Level</b>	<b>No of Post</b>	<b>Eligibility/Experience</b>
DEP-02/2025	<b>Executive Director</b> (Pay Level- 14) (₹ 144200- 218200)	01	<p>Officers of the Central Government or State Governments or Union Territories or Universities or Recognized Research Institutions or Public Sector Undertakings or Semi-Government, Statutory or Autonomous Organizations:-</p> <p>(i) Holding analogous post on regular basis in the parent cadre or departments; or</p> <p>(ii) With five years regular service in the grade rendered after appointment thereto on a regular basis in Pay level 13 or equivalent in the parent cadre or department ; and</p> <p>(iii) Having ten years experience of administration, finance or/and vigilance matters.</p>