



FOOD SAFETY AND STANDARDS
AUTHORITY OF INDIA

Inspiring Trust, Assuring Safe & Nutritious Food

(Recruitment Cell)

FDA Bhawan, Kotla Road, New Delhi-110002

Dated: 26 November, 2025

CIRCULAR – DEP-04/2025

Sub: Filling up the post of 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 proposes to fill-up the 3 posts of Director (PL-13) on deputation (including short-term contract) on foreign service terms basis as per the details contained in **Annexure-I**. A brief description of duties attached to the post is contained in **Annexure-II**. Applicants fulfilling the eligibility criteria as on closing date of applying online, shall apply online on the link available under the tab 'jobs@fssai(careers)' on the FSSAI website i.e. www.fssai.gov.in commencing from 29.11.2025 to 12.12.2025. **The cut-off date for ascertaining eligibility will be closing date of applying online i.e. 12.12.2025. The applications which are not submitted online, within due date, will not be considered.**

3. The departmental officers in the feeder cadre category who are in direct line of promotion shall not be eligible for consideration for appointment on deputation.

4. 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 detailed APARs for the last 5 years) **must reach through proper channel to Assistant Director, Recruitment Cell, FSSAI Headquarters, Room No. 312, 3rd Floor, FDA Bhawan, Kotla Road New Delhi by 19.12.2025** for further necessary action, failing which the candidature may be cancelled. Advance copy of the application will not be considered for scrutiny.

5. Those applicants who had applied on the FSSAI's Application portal earlier against deputation notice no. DEP-03/2025 need not to apply again. However, it may be ensured by the applicant that all the documents (countersigned hard copy of finally submitted online application form, certified copy of APARs, NOC, Integrity certificate, Vigilance clearance etc.) shall be submitted through proper channel within current due date of receiving of hard copy of applications, if any of the documents has not been submitted earlier.

6. All appointments made on deputation on Foreign Service Terms including short term contract in the Food Authority under these regulations shall be for a period **not exceeding one year** in the first instance, which may be extended **subject to availability of vacancy** as per guidelines issued by the Government of India at the discretion of the Competent Authority which shall be based on the performance appraisal of the candidate and in consultation with the parent department. The deputation in the Food Authority on this post is exempted from rule of immediate absorption. 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 17th June, 2010 and other orders/guidelines issued in this regard from time to time. The maximum age limit for appointment on deputation shall be **56 years** on the last day of receiving of the online applications.

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

8. The applicants are further informed that once application is submitted, they will not be allowed to withdraw their candidature subsequently.

9. 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 and/or phone no. 011-23667423.



(Pritha Ghosh)

Joint Director, Recruitment

Tele: 011-23667527

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 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 the official website (www.fssai.gov.in).

Certification by the Employer/Cadre Controlling Authority

The information/details provided in the above application (Application Id _____) by the applicant are true and correct as per the facts available on records. He/she possesses requisite 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) Photocopies of his/her 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 10 years is enclosed. (as the case may be).

Countersigned

(Employer/Cadre Controlling Authority with Seal)

ANNEXURE-I

**Post proposed to be filled up in FSSAI on transfer on Deputation on Foreign Service
Terms Basis**

Post code	Post/Pay Level	No. of posts*	Eligibility
DEP-04/2025	Director (Pay Level-13) (₹123100 - 215900)	03	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: (a) (i) Holding analogous post on regular basis in the parent cadre or department; or (ii) With five years' regular service in the grade rendered after appointment thereto on a regular basis in Pay Level 12 or equivalent in the parent cadre or department; and (b) possessing the educational qualification as under: (i) Bachelor's Degree from a recognized University or Institution. Desirable: Degree of Law or MBA degree or equivalent from a recognized university or institution OR (c) (i) "Master Degree from a recognized University or Institution in Chemistry or Biochemistry or Food Technology or Food Science & Technology or Food & Nutrition or Edible Oil

			Technology or Microbiology or Dairy Technology or Agricultural or horticultural Sciences or Industrial Microbiology or Toxicology or Public Health or Life Science or Biotechnology or Fruit & Vegetable Technology or Food Safety & Quality Assurance or any other subject as approved by Food Authority from time to time OR PG Diploma of at least one- year duration from a recognized University or Institution in Food Safety & Quality Assurance (under appropriate nomenclature) and approved by the Food Authority from time to time OR BE or B.Tech in Food Technology or Dairy Technology or Biotechnology or Oil Technology or Food Process Engineering or Food Processing Technology or Fruit & Vegetable Technology or Food Safety & Quality Assurance or Bachelor's degree (not less than four years' duration) in Medicine or Veterinary sciences or Fisheries or Animal Sciences or any other subject as approved by Food Authority from time to time and; OR (d) (i) Doctorate Degree in any of the aforesaid subjects.
--	--	--	---

* The place of posting may be at FSSAI HQ at Delhi or in any of the Regional Offices at NRO-Ghaziabad, ERO-Kolkata, WRO-Mumbai & SRO-Chennai. The vacancies shown above are indicative and may increase or decrease.

Annexure II

Brief Job description/duties for the post Director

At Headquarters, New Delhi

Directors work under the guidance and supervision of Executive Director or Advisors. They hold charge of a Division (s) and is responsible for discharge of assigned work of the Division by associating other officers and staffs of the Division.

Further, they are responsible for implementing policies, ensuring compliance with Food Safety and Standards Act, 2006, Rules and Regulations made thereunder besides following Govt. of India rules, guidelines, instructions etc. as applicable. They are also responsible for exercising oversight and supervision, and reporting to the higher authorities. Their role requires careful decision-making, effective communication, and a focus on achieving organizational objectives.

At Regional Offices of FSSAI and National Food Laboratories i.e Kolkata, Ghaziabad, Mumbai and Chennai

The Director at Regional Offices oversees Central Licensing Authorities and Central Food Safety Officers, ensuring time-bound processes and adherence to targets such as licensing functions, inspections, sampling, enforcement, and action on violations. They review the status of prosecution and adjudication cases, coordinate with States, manage grievances, and monitor food recalls. The role includes ensuring fair sample distribution to labs, import-clearance oversight, financial propriety, HR administration, and training implementation. They supervise IT assets, legal and vigilance matters, and execute behavioural change campaigns and regular reporting to FSSAI HQ. The Regional Director ensures efficient regulatory operations and compliance across the assigned region.

The Director of an FSSAI National Food Laboratory oversees overall laboratory operations, ensures quality-controlled and accredited testing, manages staff, maintains regulatory compliance, supervises analytical methods and equipment, handles financial and procurement matters, supports enforcement and surveillance activities, coordinates with FSSAI HQ, and ensures timely, accurate food testing and reporting. Apart from the above duties, Director of NFL is also responsible for signing of Lab reports of Referral Sample as per Food Safety and Standards Rules, 2008

ANNEXURE-III

Food Safety and Standards Authority of India

A statutory Authority established under Food Safety and Standards Act, 2006
(HR Division/Recruitment Cell)

FDA Bhawan, Kotla Road, New Delhi -110002

Dated: 9th October, 2023

OFFICE MEMORANDUM

Sub: IDA-CDA equivalency for various posts of FSSAI on DR and Deputation Basis

The equivalence of CDA vis-à-vis IDA pay scale for the purpose of recruitment on DR and Deputation basis was issued by FSSAI in the past and same has been available on FSSAI website under FAQs on FSSAI Recruitment.

2. The issue regarding equivalence of pay scales has been deliberated by the committee constituted by FSSAI and taking into consideration the equivalence of pay between CDA and IDA Pay scales adopted by other Public Sector Enterprises/ Undertakings/ Autonomous Bodies such as WCD/DOPT, NHAI, Indian Railway Stations Development Corporation Ltd., FCI and UIDAI, the committee has recommended the equivalent pay scale as indicated at para 3 below.

3. The recommendations of the Committee have been approved by the Competent Authority and accordingly, in supersession of the earlier equivalency, the following revised equivalence of CDA vis-à-vis IDA pay scales are being adopted in FSSAI for future recruitments.

S. No.	CDA Pay Scale	Equivalent IDA Scale
1	Level 6 (35400-112400)	E0 (30000-120000)
2	Level 7 (44900-142400)	E1 (40000-140000)
3	Level 8 (47600-151100)	E2 (50000-160000)
4	Level-10 (56100-177500)	E3 (60000-180000)
5	Level-11 (67700-208700)	E4 (70000-200000)
6	Level-12 (78800-209200)	Three Years in E5 (80000-220000) or E6 (90000-240000)
7	Level-13 (123100-215900)	E7 (100000-260000)
8	Level-14 (144200-218200)	E8 (120000-280000)

3. The revised equivalence as mentioned above in Para 3 will be effective immediately.

4. This issues with the approval of Competent Authority.

(Sharad Aggarwal)
Director (Recruitment)

To,

1. All officers of FSSAI/Central Govt./ State Govt./ ABs/ PSUs etc. through FSSAI Website.

Copy for information to: -

PS to CEO(FSSAI), PS to ED(HR)