

**No. E-12017/03/2017-HR**  
Food Safety and Standards Authority of India  
**(A Statutory Authority under Ministry of Health & Family Welfare, Govt. of India)**  
(HR Division)  
FDA Bhavan, Kotla Road, New Delhi-110 002

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Dated, The 22<sup>nd</sup> June, 2017

**CIRCULAR**

**Subject: Filling up of various posts in the Food Safety and Standards Authority of India through transfer on deputation on foreign service terms/contract basis - reg.**

The Food Safety and Standards Authority of India (FSSAI) is an autonomous 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 various posts by transfer on deputation on Foreign Service terms basis as per the details contained in Annexure-I. Officer fulfilling the eligibility criteria & experience as stipulated in Annexure-I may apply through proper channel in the prescribed format (Annexure-II) alongwith all the supporting documents.
3. The period of deputation would be initially for three years. Further extension beyond three years would be subject to performance evaluation in the organization. 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 period of deputation, in case of employees already on deputation in another ex-cadre post including the period of deputation held immediately preceding this appointment in the same or some other organization/Department shall not exceed seven years. The maximum age limit for appointment on deputation shall be **56 years** on the last day of receiving the applications. The upper age limit may be relaxed in exceptional cases of meritorious candidates.
4. The vacancy positions are likely to vary and the Food Authority reserves the right not to fill up all or any of the vacancies or to cancel the advertisement at any stage.
5. Application alongwith declaration duly signed and accompanied by the requisite personal data in Annexure- II, supported by certificate/ documents, should reach to the Assistant Director (HR), Food Safety & Standards Authority of India, FDA Bhawan, New Delhi- 110002 **latest by 24.07.2017**.

  
(Praful Ranjan)  
Deputy Director  
Tel. 011-23214135

To

1. All Ministries/Departments/Organisations of Govt. of India/State Govt./UTs/ Autonomous Bodies as per list.
2. IT Division, FSSAI- for uploading the advertisement on FSSAI's Website.

## ANNEXURE – I

## Posts proposed to be filled up in FSSAI on deputation on foreign service terms/ contract basis

Post Code	Post/ Pay Band + Grade Pay	No of Posts	Mode/Eligibility/Experience
01	<b>Advisor</b> [PB-4] (37400-67000) + GP 10000/-	01	<p>Officers from Central or State Government/ Autonomous Bodies/ Government controlled/ funded recognised research institution/ Universities/ PSUs:</p> <p>(i) holding analogous posts or equivalent post on substantive basis; or</p> <p>(ii) With five years regular service on substantive basis in pay Band 4 (Rs.37400-67000) with grade pay of Rs.8700/- or equivalent; and</p> <p>(iii) Possessing Master's Degree or equivalent from a recognised university or institution in Chemistry/ Bio Chemistry/ Food Technology/ Edible Oil Technology/ Microbiology/ Dairy Technology/ Agriculture Sciences/ Veterinary Science/ Bio-Technology/ Nutrition/ Toxicology/ Nano Technology or any other related discipline with eighteen years' experience of working in research and development in Laboratories/ Research Institutions / Scientific Organisations in the field of food science/ standards/ safety and out of the aforesaid 18 years at least 9 years should be in a supervisory capacity; or Doctorate Degree in any of the aforesaid subjects with 15years working experience in the Laboratories/ research institution/ scientific organisations in the fields mentioned above in this para and out of 15 years at least 8 years should be in a supervisory capacity; and</p> <p>(iv) Published research work of high standards in related field</p>
02	<b>Director</b> [PB-4] (37400-67000) + GP 8700/-	02	<p>Officers from Central or State Government/ Autonomous Bodies and:</p> <p>(i) holding analogous or equivalent posts on regular basis; or</p> <p>(ii) with five years regular service in Pay Band 3 (Rs.15600-39100) with grade pay Rs.7600 or equivalent; and</p>

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22/06/19

Post Code	Post/ Pay Band + Grade Pay	No of Posts	Mode/Eligibility/Experience
			(iii) Having background and Seven Years' experience of administering and implementation or enforcement of food laws.
03	<p><b>Deputy Director</b></p> <p>[PB-3] (15600-39100) + GP 6600/-</p> <p>&amp;</p> <p><b>Assistant Director</b></p> <p>[PB-3] (15600-39100) + GP 5400/-</p>	07	<p><b><u>For Deputy Director</u></b></p> <p>Officers from Central or State Governments or Autonomous Bodies and;</p> <p>(i) holding analogous or equivalent posts on regular basis; or</p> <p>(ii) with at least five years' regular service in Pay Band 3 (Rs. 15600-39100) with grade pay Rs.5400 or equivalent;</p> <p>AND</p> <p>(a) possessing three years' experience in administration human resource development or/ and vigilance matters in supervisory capacity</p> <p>Or</p> <p>(b) Master's Degree or equivalent from a recognised university or institution in field of Chemistry/Bio chemistry/Food Technology/ Edible Oil Technology/ Microbiology/ Dairy Technology/ Agriculture Sciences/ Veterinary Science/ Bio-technology/ Nutrition/ Toxicology/ Nano Technology or any other related disciplines with six <b>years'</b> experience of working in research and development in Laboratory/ Research Institutions/ Scientific Organisation in the field of food science/ standards/ safety out of which at least three years should be in a supervisory capacity;</p> <p>Or</p> <p>(c) Doctorate Degree in any of the aforesaid subjects with four years experience of working in research and development in a Laboratories/ Research Institutions/ Scientific Organisation in the field of food science/ standards/ safety out of which two years should be as group leader or in supervisory capacity.</p>

5200  
22/06/18

Post Code	Post/ Pay Band + Grade Pay	No of Posts	Mode/Eligibility/Experience
			<p><b><u>For Assistant Director</u></b></p> <p>Officers from Central or State Governments or Autonomous Bodies and;</p> <p>(i) holding analogous or equivalent posts on regular basis; or</p> <p>(ii) with at least three years' regular service in Pay Band 2 (Rs.9300-34800) with grade pay Rs.4600 or equivalent;</p> <p>(iii) with at least eight years regular service in Pay Band 2 (Rs.9300-34800) with grade pay Rs.4200 or equivalent;</p> <p>AND</p> <p>(a) possessing three years' experience in administration human resource development, or/ and vigilance matters depending on the post requirement.</p> <p>Or</p> <p>(b) Master's Degree or equivalent from a recognised university or institution in field of Chemistry/Bio chemistry/Food Technology/ Edible Oil Technology/ Microbiology/ Dairy Technology/ Agriculture Sciences/ Veterinary Science/ Bio-technology/ Nutrition/ Toxicology/ Nano Technology or any other related disciplines with at least two years experience of working in research and development in Laboratory/ Research Institutions/ Scientific Organisation in the field of food science/ standards/ safety.</p>
04	<p><b>Senior Private Secretary</b></p> <p>[PB-2] (9300-34800) + GP 4800/-</p>	03	<p><b><u>By Deputation/ contract basis from Retired persons</u></b></p> <p><b><u>On Deputation:</u></b></p> <p>Private Secretary/ Personal Assistants from Central or State Governments/ Autonomous Bodies:</p> <p>(i) Holding analogous or equivalent posts on regular basis;</p> <p>Or</p>

S200  
22/06/12

Post Code	Post/ Pay Band + Grade Pay	No of Posts	Mode/Eligibility/Experience
			<p>(ii) With at least six years regular service in the scale of PB-2 with grade pay of Rs.4200 or equivalent</p> <p><b><u>On Contract Basis:</u></b></p> <p>Retired Sr. PPS, PPS, PS, PA from Central Government or State Govt. or Autonomous bodies may apply for the said position on contract basis. The remuneration of such candidates shall be fixed as per norms.</p>

Note: The Pay Scales of the above positions are under revision as per 7<sup>th</sup> CPC Scales.

*S. M. S.*  
22/06/17

**Last Date of receiving of completed application: 24<sup>th</sup> July, 2017**

1. Name of the Post and the post code:

2. Name of Candidate (in Block Letters)


Latest coloured passport size photograph with white background.

3. Father's Name


4. Postal Address (in Block Letters)

Mobile No.											
e-mail											

5. Date of Birth

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Age (in years on last date).....

6. Date of superannuation

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7. Gender (Please tick)

M		F	
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8. Category (Please tick)

SC		ST		OBC		UR	
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9. Educational Qualifications (Starting from High School) (Attached separate sheet, if required):

Examination passed	Year	Name of Board/ University	Subjects	Percentage of marks upto two decimal

10. Details of employment, in chronological order (Attached separate sheet, if required)

Office/Institution	Post held	Post held in the capacity of Substantive /Deputation /Adhoc /Officiating	From	To	Pay Scale	Nature of Duties

11. In case the present employment is on deputation, please state-

a) The date of initial appointment: .....

b) Name of the parent office/ organization: .....

12. Additional details about present employment. Please state whether working under (indicate the name of your employer against the relevant column.):

(a)	Central Government	
(b)	State Government	
(c)	Autonomous organization	

13. Total emoluments per month now drawn

(Attach pay slip attested by DDO/AO ) : .....

14. Additional information, if any,  
which you would like to mention  
in support of your suitability for  
the post : .....

: .....

: .....

15. Remarks (The candidates may indicate information with regard to):

(i) Research/publications, reports  
and special projects : .....

(ii) Awards Scholarship/Official  
Appreciation/affiliation with  
Professional bodies : .....

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**SELF DECLARATION**

1. I undertake that I ....., am holding a permanent post of ..... on regular basis in the Department of .....
2. I undertake that I am drawing pay Rs..... in the pay Band ..... with grade pay..... w.e.f.....
3. The entries filled in the application are correct as per office records.
4. No disciplinary case is pending or being contemplated against me.
5. No major/minor penalty was imposed on me during last 10 years.
6. Attested copies of ACR/APAR for last five years are annexed herewith. The Grading for the last five years ACR/APAR is as under:

Sr. No.	Year	Grading
1.		
2.		
3.		
4.		
5.		

7. I have already informed my department that I am applying for the post of ..... on deputation basis in the Food Safety and Standards Authority of India.
8. 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 of post. I hereby declare that all statements made in this application are true and complete to the best of my knowledge and belief. I understand that action can be taken against me by the FSSAI if I am declared guilty of furnishing wrong information suppressing of facts, mentioned herein.

Signature of the candidate

Date:

Name.....

Place:

Official Address