

F. No. E-12017/01/2015-E&A
Food Safety and Standards Authority of India
Ministry of Health & Family Welfare
(Establishment Division)
FDA Bhavan, Kotla Road, New Delhi-110 002

The 24th March, 2015

CIRCULAR

Subject: Invitation of applications for filling-up various posts in the Food Safety and Standards Authority of India on transfer on deputation on Foreign Service terms 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 various posts on deputation on Foreign Service terms as per the details contained in Annexure-I. Officers fulfilling the eligibility criteria & experience as stipulated in Annexure-I may apply in the prescribed format (Annexure-II) through proper channel **only**. The candidates who fulfil eligibility criteria and possess requisite experience may apply in the prescribed format (Annexure-II) along with supporting documents.
3. The period of deputation would be initially for one year and then extendable up to 2 more years. However, further extension beyond one year would be subject to performance evaluation and fitness with 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 17th June, 2010 and other orders/guidelines issued in this behalf 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 five years. The maximum age limit for appointment on deputation shall be **56 years** on the last day of receiving the applications. The Food Authority reserves the right not to fill-up all or any of the vacancies or to cancel the advertisement at any stage.
4. Only such applications accompanied by the requisite personal data in Annexure-II along with necessary certificates/ documents forwarded through proper channel will be considered. **Advance copy of the application will not be considered for candidature.**



5. It is requested to give wide publicity to the vacancy circular amongst the staff. The applications in the prescribed Performa (Annexure-II), along with latest CR Dossiers of the officers, who can be spared in the event of their selection, may be forwarded to the Assistant Director (Establishment- I) Food Safety and Standards Authority of India, 4th Floor, FDA Bhavan, Kotla Road, New Delhi by **24th April 2015**.

6. While forwarding the applications, the same is required to be verified and certified that the particulars furnished by the officer are correct and no disciplinary proceedings are either pending or contemplated against him/her. The integrity of the officer may also be certified. It may also be confirmed that no major/minor penalty has been imposed on him/ her during the last ten years.

7. Applications received after due date or without the necessary documents or otherwise found incomplete will not be considered. Candidates **need not send advance copy** of the application as the applications duly forwarded through proper channel alone will be considered. More than one application for a post received from one candidate will be summarily rejected.


24.03.2015
(Deepak Pandey)
Assistant Director
Tel. 011-23214135

To

1. All Ministries/Departments/Organisations of Govt. of India/State Govt./UTs/ Autonomous Bodies as per list.
2. IEC, FSSAI for uploading on www.fssai.gov.in.

ANNEXURE - I

Posts proposed to be filled up in FSSAI on transfer on deputation basis

Post Code	Post/ Pay Band + Grade Pay	No of Posts	Eligibility/experience
01.	Director (Establishment, Finance & Accounts) [PB-4] 37400-67000+ 8700(GP)	1	(i) Officers from organised Accounts Services like Indian Audit and Accounts Service/ Indian Civil Accounts Service/ Indian Posts & Telecommunications Finance and Account Service/ Indian Railways Accounts Service/ Indian Defence Accounts Service or other Central Group A Services, eligible to hold Director level posts in the Government of India; or (ii) Officers from Central or State Government/ Autonomous Bodies with finance background and experience and; (a) holding analogous or equivalent post on regular basis; or (b) with five years regular service in the next lower grade of Pay Band -3 with grade pay of Rs. 7600 or equivalent.
02.	Director [PB-4] 37400-67000 + 8700(GP)	1	Officers from Central or State Governments/ Autonomous Bodies having background and/ or experience of administering and implementation or enforcement of food laws: (a) holding analogous or equivalent posts on regular basis; or (b) with five years regular service in Pay Band 3 (Rs. 15600-39100) with grade pay Rs. 7600 or equivalent;
03.	Scientist Group IV [PB-4] 37400-67000 + 8700 (GP)	1	(i) Officers from Central or State Governments or Autonomous Bodies possessing educational qualifications: (ii) Masters' Degree or equivalent from a recognised university or institution in Food Technology/ Microbiology/ Chemistry/ Bio chemistry/ Edible Oil Technology/ Dairy Technology/ Agriculture Sciences/ Veterinary Science/ Bio-technology/ Nutrition/ Toxicology/ or any other subject in Food Science; or Doctorate Degree in any of the aforesaid subjects; and (iii) Should have published research work in related field; and (a) holding analogous or equivalent posts on

Post Code	Post/ Pay Band + Grade Pay	No of Posts	Eligibility/experience
			<p>regular basis; or</p> <p>(b) with at least five years regular service in Pay Band 3 (Rs. 15600-39100) with grade pay Rs. 7600 or equivalent; or</p> <p>(c) with at least ten years regular service in Pay Band 3 (Rs. 15600-39100) with grade pay Rs. 6600 or equivalent.</p> <p>Experience: Must have worked in research and development in Laboratory/ Research Institutions/ Scientific Organisations in the field of food science/ standards/ safety in a supervisory capacity and should have handled food science related programmes involving planning, development and coordination.</p>
04.	<p>Senior Finance and Accounts Officer</p> <p>[PB-3]15600-39100 + 5400</p>	1	<p>Officers from Central or State Governments/ Autonomous Bodies with finance background and experience:</p> <p>(i) holding analogous or equivalent posts on regular basis; or</p> <p>(ii) with at least two years regular service in the next lower grade of PB-2(Rs.9300-34800) with Grade pay of Rs.4800 or equivalent.</p> <p>Desirable:-</p> <p>Cash and Accounts training from ISTM and Master in Business Administration in Finance or equivalent or a Chartered Accountant.</p>
05.	<p>Finance and Accounts Officer</p> <p>[PB-2] 9300-34800 + 4800</p>	1	<p>Officers from Central or State Governments/ Autonomous Bodies with finance background and experience:</p> <p>(i) holding analogous or equivalent posts on regular basis; or</p> <p>(ii) with at least six years regular service in the next lower grade of PB-2(Rs.9300-34800) with grade pay of Rs. 4200 or equivalent.</p> <p>Desirable:-</p> <p>Cash and Accounts training from ISTM.</p>
<p>Note- Those who are presently working in FSSAI or have worked within last 3 years need not apply.</p>			

Annexure-II

Last Date of receiving of completed application: 24th April 2015

Application for the post of _____ on deputation in FSSAI.

1. Name of the Post applied for: _____

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): _____

6. Date of superannuation

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7. Gender (Please tick)

M		F	
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8. Community (Please tick)

SC		ST		OBC		UR	
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9. In case the present employment is on deputation, please state-

a) The date of initial appointment:

b) Name of the parent office/ organization:

10. 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	

11. Total emoluments per month now drawn

(Attach pay slip attested by DDO/AO) :

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

:
:
:

13. 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 :

DECLARATION

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 for the 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 to be guilty of furnishing wrong information suppressing of facts, mentioned herein.

Date : Signature of the candidate.....

Place : Name

Official Address.....

CERTIFICATE

(To be filled in by the Head of the Department in which employed)

1. Certified that Shri/Smt/Kum holds a permanent post of in the Department of
2. That he/she is drawing pay Rs. in the Pay Band with grade pay with effect from.....
3. That the entries in the application have been filled in are **correct** as per office records.
4. That **No disciplinary case** is pending or being contemplated against him/her.
5. That his/her integrity is beyond doubt. **No major/minor penalty** was imposed on Shri/Smt./Kum. during last 10 years.
6. Attested copies of ACR/APAR for last five years are annexed herewith.
7. In the event of selection he/she will be relieved from this office immediately.

Date :

Signature
(To be signed by Head of Department)

Place :

Name of officer.....

Designation.....

Phone number.....

(with stamp/seal)
