

Dated: July, 2022

**CIRCULAR**

Sub: Advertisement for Applications invited for filling up of the post of Member Secretary in Upper Yamuna River Board, Delhi on deputation basis - regarding.

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DoWR, RD & GR vide Vacancy Circular No. A.-12025/6/2020-E-III/538 dated 15.06.2022 has invited applications for filling up of the post of Member Secretary in the Level-14 (Rs. 1,44,200-2,18,200) of the pay matrix in Upper Yamuna River Board, Delhi on deputation basis from candidates fulfilling the eligibility criteria as indicated against each post.

Applications complete in all respect of suitable and eligible officers who can be spared immediately in the event of selection may be sent through proper channel to concerned Establishment Sections in CWC. Incomplete applications or not accompanied with the requisite information/documents are liable to be rejected.

Additionally, officers willing to submit their application must ensure that their updated Bio-Data is available on CWC website.



(R. K. Balamurugan)  
Under Secretary, CWC

To: All concerned (through CWC's website).

**239447/2022/O/o CHAIRMAN**

**From :** Dr RK Gupta (chairman-cwc@nic.in)

**To :** cehrmgmt@nic.in,sameerds-cwc@nic.in

**Cc :**

**Subject :** Fwd: Filling up of the post of Member Secretary in upper Yamuna River Board, Delhi on deputation basis.

**Date :** Jun 16 2022 17:34 PM

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**From:** "Anupa Venugopal" <soe3-mowr@gov.in>

**To:** "Dr RK Gupta" <chairman-cwc@nic.in>

**Cc:** "CHANDAN MUKHERJEE" <chandan@nic.in>, "Amiya Kumar Das" <use1-mowr@nic.in>

**Sent:** Thursday, June 16, 2022 5:13:37 PM

**Subject:** Filling up of the post of Member Secretary in upper Yamuna River Board, Delhi on deputation basis.

Sir,

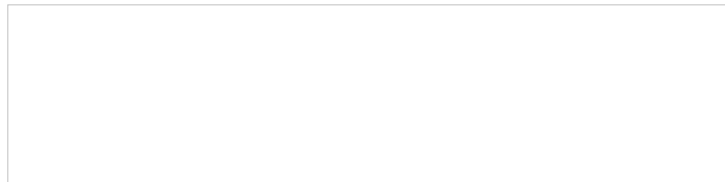
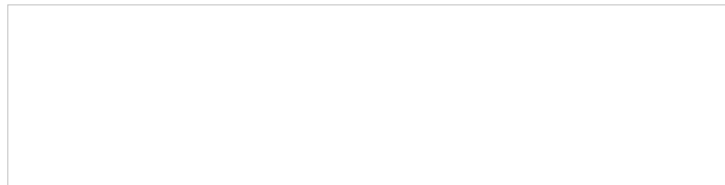
PFA

Regards,

Section Officer (E.III)

Department of WR, RD & GR

Ministry of Jal Shakti



239447/2022/O/o CHAIRMAN

1/71635/2022



No. A. 12025/6/2020-E-III

1538

भारत सरकार

Government of India

जल शक्ति मंत्रालय

Ministry of Jal Shakti

जल संसाधन नदी विकास और गंगा संरक्षण विभाग

Department of Water Resources, River Development and Ganga Rejuvenation

Shram Shakti Bhawan, Rafi Marg,  
New Delhi, dated 15<sup>th</sup> June, 2022

To  
The Chairman,  
Central Water Commission,  
Sewa Bhawan, RK Puram,  
New Delhi- 110066

[Attention: Dr. Samir Chatterjee, Chief Engineer(HRM)]

**Subject: Filling up of the post of Member Secretary in Upper Yamuna River Board, Delhi on deputation basis.**

Sir,

I am directed to say that the post of Member Secretary in the Level-14 (Rs.1,44,200-2,18,200/-) of pay matrix, in the Upper Yamuna River Board, is to be filled up by deputation basis.

2. As per the RRs of the said post, officers serving in Central Water Engineering Service and fulfilling the eligibility criteria are eligible for the post. The details of the eligibility criteria for the post of Member Secretary and job responsibilities are at Annexure.

3. You are requested to circulate the vacancy among CWES Officers and forward a panel of eligible CWES officers accompanied with (i) Bio-data (in quadruplicate) in the Proforma as given in Annexure-2 (ii) Photocopies of ACRs/APARs for the last five years duly attested by an officer not below the rank of Under Secretary (iii) Vigilance clearance as given in Annexure-3(iv) Statement giving details of major or minor penalties imposed on the officer, if any, during the last ten years as given in Annexure-4 and (v) Integrity Certificate as given in Annexure-5 and (vi) Cadre Clearance, to the Department for consideration of the Search cum Selection Committee for filling up the aforementioned post.

Yours faithfully,

Signed by A.K. Das

Date: 16-06-2022 16:46:22

Reason: Approved (A.K. Das)

Under Secretary to the Government of India

Tel. No. 23716928

Email: use3-mowr@nic.in

Encl. As stated above



**Annexure-1**

1.	Name of Post	:	Member Secretary, Upper Yamuna River Board
2.	Number of Posts	:	01 (one)
3.	Classification	:	General Central Service, Group 'A' Gazetted Non-Ministerial.
4.	Pay Band	:	Level-14 (Rs.1,44,200-2,18,200/-)
5.	Grade Pay	:	-
6.	Period of deputation	:	Period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other Organisation or Department of the Government shall ordinarily not exceed five years.
7.	Duties and responsibilities of the post	:	The Member Secretary is the highest full time executive officer of the Board Secretariat. He will provide secretarial services for implementation of the decisions of the Board, including collection of data and information on water distribution and regulation and other such information for assisting the Board in taking decisions, coordination with the members, arrangements of Board meetings and necessary services for carrying out the functions assigned to the Board and etc..
8.	Pay & Allowances	:	The officer selected will have the option to draw his grade pay plus deputation (duty) allowance or to have his pay fixed in the scale of pay of the deputation post in terms of Department of Personnel & Training O.M. No.6/8/2009-Estt.(Pay II), dated 17.06.2010 (as amended from time to time).
9.	Qualifications, Experiences and Eligibility required for the post	:	<p>Deputation:</p> <p>Officers in Central Water Engineering (Group 'A') Service:-</p> <p>(a) (i) holding analogous posts on regular basis in the parent cadre or department; or</p> <p>(ii) with two years' service in the grade rendered after appointment thereto on a regular basis in posts in the level-13A in pay matrix or equivalent in the parent cadre or department; or</p> <p>(iii) with three years' service in the grade rendered after appointment thereto on a regular basis in posts in the level-13 in pay matrix or equivalent in the parent cadre or department; and</p> <p>(b) possessing the following educational qualifications and experience: -</p> <p>(i) Bachelor's Degree in Civil Engineering from a recognized university or institute;</p> <p>(ii) fifteen years of experience in the field of Water Resources Planning and Management including Surveys, Investigations, Hydrological observations, Flood forecasting, Construction, Operation and Maintenance and Monitoring of Water Resources Projects or works in the Central Government or State Government or Union Territory Administration or Government recognized institute.</p> <p>Any officer once selected shall not be allowed to</p>



		withdraw or refuse to join; and it shall be the responsibility of the sponsoring authority to release the selected officers within one month of the issue of the appointment order.
10.	Age	The maximum age-limit for appointment on deputation shall not be exceeding fifty-six years as on the closing date for receipt of applications.

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Bio Data Proforma

1. Name and address (in Block Letters) :  
Telephone Number :
2. Date of Birth (in Christian era) :
3. Date of retirement under Central Government Rules:
4. Educational Qualifications:
5. Whether educational and other qualifications required for the posts are satisfied (if any qualification has been treated as equivalent to those prescribed in the rules, state the authority for the same)

Qualifications / Experience Required	Qualifications / Experience possessed by the Officer
Essential	
Desirable	

6. Please state clearly whether in the light of entries made by you above, you meet the requirements 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/organisation	Post held and service / cadre to which it belongs	From	To	Pay in the pay band and classification of post	Nature of duties

8. Nature of present employment, i.e.,
  - (i) Ad-hoc basis
  - (ii) Regular / on temporary basis
  - (iii) Pay in the Pay Band
  - (iv) Grade Pay drawn
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/organisation to which you belong
10. Additional details about present employment. Please state whether working under:
  - (a) Central Government
  - (b) State Government
  - (c) Autonomous organisation
  - (d) Government Undertaking
  - (e) Universities
11. Are you in the Revised Pay Structure? 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. Enclose a separate sheet, if the space is insufficient.
14. Whether belonging to SC/ST
15. Remarks



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Signature of the candidate

Date :

It is certified that information furnished by the applicant is verified with his / her service record and found correct.

Countersigned with office seal by the authorized signatory of the parent office

Signature of the Competent Authority

**Annexure-3****VIGILANCE CLEARANCE CERTIFICATE**

Certified that no vigilance case or disciplinary proceedings or criminal proceedings is either pending or contemplated against Dr./Shri/Smt./Ms....., who has applied for the post of \_\_\_\_\_ in the \_\_\_\_\_ on deputation basis.

(Authorised signatory)

Name &amp; Office Seal :

Date: \_\_\_\_\_

**Annexure-4****NO PENALTY CERTIFICATE**

Certified that no minor/major penalty has been imposed during the last ten years on Dr./Shri/Smt./Ms....., who has applied for the post of \_\_\_\_\_ in the \_\_\_\_\_ on deputation basis.

(Authorised signatory)

Name &amp; Office Seal :

Date: \_\_\_\_\_

**Annexure-5****INTEGRITY CERTIFICATE**

After scrutinizing Annual Confidential Report of Dr./Shri/Smt./Ms....., who has applied for the post of \_\_\_\_\_ in the \_\_\_\_\_ on deputation basis, it is certified that his/her integrity is beyond doubt.

(To be signed by an officer of the rank of Deputy Secretary or above)

Name &amp; Office Seal :

Date: \_\_\_\_\_