

Speed Post

No. 12034/03/2017-IFS-I
Government of India
Ministry of Environment, Forest & Climate change

6th Floor, Prithivi Wing,
Indira Paryavaran Bhawan, JorBagh Road,
Ali Ganj, New Delhi-110003.
Date: 17 January, 2017.

To,

The Chief Secretary,
(All States).

The Administrator,
(All Union Territories).

Subject: - Secretary/Additional Secretary Level Empanelment.

Sir,

I am directed to refer to Cabinet Secretariat's D.O. No. 1/3/2017-CS(A) dated 10.01.2017.

2. It is informed that Cabinet Secretariat has proposed to draw up panels of IPS and IFS and officers belonging to various Group A services for appointment at the level of Secretary and Additional Secretary in the Government of India and have laid the following eligibility conditions:-

(A) For Secretary level empanelment:

- (i) Minimum of 30 years service in Group 'A'; and
- (ii) Minimum of 2 years service in a post in the pre-revised HAG scale (Rs. 67,000-79,000/-) or more.

(B) For Additional Secretary level empanelment:

- (i) Minimum of 25 years service in Group 'A'; and
- (ii) Minimum of 7 years service in a post in the pre-revised SAG scale (Pay Band with Grade Pay of Rs. 10000) in the parent cadre or service.

3. In addition to the above, the Cabinet Secretariat has informed that officers fulfilling the following criteria would only be considered for empanelment:

- (i) Officers whose year of Examination is not later than 1981 (i.e. 1982 batch) for Secretary level and 1984 (i.e. 1985 batch) for Additional Secretary level;
- (ii) At least 1 year's residual service as on 01.01.2017;
- (iii) Officers with at least 3 years' experience under the Central Staffing Scheme at the level of Deputy Secretary and above;
- (iv) Officers empanelled as Additional Secretary level (for Secretary Level) and Joint Secretary level (for Additional Secretary level).

Cont...

(02)

4. The reference date for determining eligibility shall be 01.01.2017.

5. In this regard, all the State Governments/Union Territories are requested to give their recommendations in respect of eligible officers belonging to the Indian Forest Service under their administrative control in the format enclosed along with vigilance clearance and duly filed in CVC pro-forma latest by 28.02.2017 along with the following documents (as the recommendations have to be sent to Cabinet Secretariat latest by 15.03.2017):

(i). Up to date Executive Record Sheets.

(ii). Contact details of Secretary, Additional Secretary level officers, Peers and Subordinate officers with whom the officers nominated have worked during last 15 years.

Yours faithfully,

Encls. As above.

Abhijit Roy
17/1/17

(Abhijit Roy)

Under Secretary to the Govt. of India

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