

Pr. Secy. Personnel Dept

No.26/5/2017-M.III
Government of India
Ministry of Mines



Room No.314,D-Wing ,Shastri Bhavan,
New Delhi-1 dated the 07th June, 2017.

To
The Secretaries to all Central Government Departments/Chief Secretaries to the State Governments/ UT Administrations/Vice-Chancellors of all Universities/Managing Directors of PSU/Undertaking/Statutory Bodies/Directors of Research Institutions (as per list)

SUBJECT:- Filling up of one post of Controller General (CG), Indian Bureau of Mines (IBM), a subordinate office of Ministry of Mines at Nagpur in Pay Matrix 15(in 6th PC-HAG Rs. 67,000-79,000) by deputation(including short term contract)-reg.

Sir/Madam,

I am directed to say that the post of Controller General (CG), General Central Service, Group A Gazetted, Non-Ministerial in Indian Bureau of Mines (IBM), a subordinate office of Ministry of Mines having its Head Quarter office at Nagpur in the Pay Matrix 15(in 6th PC-HAG Rs. 67,000-79,000) is likely to fall vacant from 01.05.2018 and it is to be filled by deputation(including short term contract).

2. Officers of the Central Government or a State Government or Union Territory or Universities or Recognized Research Institutions or Public Sector Undertakings or Semi-Governments or Statutory Organization or Autonomous Organizations who possesses the qualifications, experience etc as stipulated in the Annexure I shall be considered.

3. It is requested that the applications containing the Bio-Data(Annexure II) of the willing officers who fulfils the above qualifications and experience as on the closing date may be sent through proper channel addressed to **A.K.Mallik, Under Secretary to the Government of India, Room No.314,D-Wing,Shastri Bhavan,New Delhi-110001** in the enclosed bio-data proforma (Annexure-II) and the envelope to be superscripted as "**Application for the post of Controller General,IBM**" within **60 days** from the date of advertisement which is being published in the Employment News. The other details may also be seen in the website: www.mines.nic.in or www.ibm.nic.in.

Yours faithfully

Encl: Annexures I,II &III

(A.K.Mallik)

Under Secretary to the Government of India

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उत्प. सचिव कार्यालय
झारखण्ड, राँची

गै.स.प्रे.सं. 2946
दि. 13/6/17

कार्मिक, प्रशासनिक सुधार तथा राजभाषा विभाग
कोषागार, राँची
गै.स.प्रे.सं. 1075-3330
दि. 14/06/17

Annexure I

Educational qualifications, experience and other details relating to the post of controller General, Indian Bureau of Mines, Nagpur.

1. **Name of the Post:** Controller General, Indian Bureau of Mines, Nagpur.
2. **Number of post:** 1(one)
3. **Classification:** General Central Service Group "A" Gazetted, Non-Ministerial.
4. **Scale of Pay:** Level 15 in Pay Matrix
(Pre-revised scales HAG Rs. 67,000-79,000).
5. **Period of deputation:** The period of deputation (including short term contract) in another ex-cadre post held immediately preceding this appointment in the same or some other organization or department of the Central Government shall not exceed five years.
6. **Age limit:** The maximum age-limit for appointment by deputation (including short term contract) shall be, not exceeding 56 years, as on the closing date of the receipt of applications.
7. **Duties and responsibilities of the post:** : The post of Controller General in Indian Bureau of Mines is the highest in a cadre and, thus, is that of the Head of the Department. He is responsible for direction, monitoring and control of five Divisions, namely Mines Control & Conservation of Minerals Division; Ore-Dressing Division; Technical Consultancy and Mining Research Division; Mineral Economics Division; Mines and Mineral Statistics Division; and Co-ordination and Planning Division. The Bureau has three Ore-Dressing Laboratories and Pilot Plants at Nagpur, Ajmer and Bangalore; and 3 Zonal, 12 Regional and Sub-Regional Offices at various places. He is responsible for administration of Mines and Mineral Development & Regulation Act 1957 and Rules framed thereunder in the mines of Ferrous, Non-Ferrous and industrial minerals. He has to ensure conservation and development of minerals as also scientific and systematic mining. He tenders advice to the Government on all matters relating to Mining and Mineral Industries including formulation of policy and programme for exploration and development of mineral deposits; import of minerals and metals; grant/renewal of mining leases; fixation of rent, royalty and cess; minimum wages; legal cases relating to mineral rights; exploration and exploitation of marine mineral resources; etc. He interacts with Chief Executives of the mining organizations and is a Member of the Mineral Advisory Council. He is also a Member of the Selection Committee for National Mineral Award and National Safety Award.
8. **Educational and other qualifications required for deputation for the post:** Officers of the Central Government or a State Government or Union Territory or Universities or Recognized Research Institutions or Public Sector Undertakings or Semi-Governments or Statutory Organization or Autonomous Organizations:

(a)(i) holding analogous posts on regular basis in the parent cadre or department ; or
(ii) with three years service in the grade rendered after appointment thereto on a regular basis in the scale of pay of Pay Matrix 14(in 6th PC-PB-4 Rs 37,400-67,000 with Gade Pay Rs 10,000/-) or equivalent in the parent cadre or department; and

(b) possessing the following educational qualifications and experience:

Essential:

(i) Bachelor's Degree in Mining Engineering or Mineral Engineering or Mineral Processing or Chemical Engineering or Chemical Technology or Metallurgy from a recognized University, Institution or equivalent

OR

Master's Degree in Geology or Applied Geology or Ore Dressing or Chemistry or Physics from a recognized University or equivalent.

(ii) twenty one years' experience in a supervisory capacity in Metalliferrous Mines or in Government Department dealing with Metalliferrous Mines

OR

twenty one years' experience in guiding research in a Laboratory or in a Plant conducting Ore Dressing or Mineral Beneficiation or Mineral Agglomeration work.

Note 1: Qualifications are relaxable at the discretion of the Union Public Service Commission in case of candidates otherwise well qualified.

Note 2: The qualifications regarding experience is /are relaxable at the discretion of the Union Public Service Commission in case of candidates belonging to Scheduled Castes or Scheduled Tribes, if at any stage of selection the Union Public Service Commission is of the opinion that sufficient number of candidates from these communities possessing the requisite experience are not likely to be available to fill up the post reserved for them.

Desirable:

Post Graduate Degree in Mining Engineering or Post Graduate Degree in Mineral Engineering or Mineral Processing or Chemical Engineering or Chemical Technology/Metallurgy or Doctorate Degree in Geology/Applied Geology/Ore Dressing/Chemistry/Physics.

The Departmental officers in the feeder category who are in the direct line of promotion shall not be eligible for consideration for appointment on deputation. Similarly, deputationists shall not be eligible for appointment by promotion.

BIO-DATA/CURRLCULUMVITAE PROFORMA**ANNEXURE-II**

1.Name and Address (in Block Letters)					
2. Date of Birth (in Christian era)					
3. i) Date of entry into service					
ii) Date of retirement under Central /State Government Rules					
4. Educational Qualifications					
5. Whether Educational and other qualifications required for the post are satisfied. (If any qualification has been treated as equivalent to the one prescribed in the Rules, state the authority for the same)					
Qualifications/Experience required as mentioned in the advertisement/ vacancy circular				Qualifications/experience possessed by the officer	
Essential				Essential	
A)Qualifications				A)Qualifications	
B)Experience				B)Experience	
Desirable				Desirable	
A)Qualifications				A)Qualifications	
B)Experience				B)Experience	
5.1 Note: This column needs to be amplified to indicate Essential and Desirable Qualifications as mentioned in the RRs by the Administrative Ministry/Department/Office at the time of issue of Circular and issue of Advertisement in the Employment News.					
5.2 In the case of Degree and Post Graduate Qualifications Elective/main subjects and subsidiary subjects may be indicated by the candidate .					
6. Please state clearly whether in the light of entries made by you above, you meet the requisite Essential Qualifications and work experience of the post					
6.1 Note: Borrowing Departments are to provide their specific comments/views confirming the relevant Essential Qualification/ Work experience possessed by the Candidate (as indicated in the Bio-data) with reference to the post applied.					
7. Details of Employment, in chronological order. Enclose a separate sheet duly authenticated by your signature, if the space below is insufficient.					
Office/ Institution	Post held on Regular basis	From	To	*Pay Band and Grade Pay/Pay Scale of the post held on regular basis	Nature of Duties(in detail) highlighting experience required for the post applied for

***Important:** Pay-band and Grade Pay granted under ACP/MACP are personal to the officer and therefore, should not be mentioned. Only Pay Band and Grade Pay/Pay scale of the post held on regular basis to be mentioned, Details of ACP/MACP with present Pay Band Grade Pay where such benefits have been drawn by the Candidate, may be indicated as below:

Office/Institution	Pay, Pay Band and Grade Pay drawn under ACP/MACP Scheme	From	To

8. Nature of present employment i.e. Ad-hoc or Temporary or Quasi-Permanent or Permanent			
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/organization to which the applicant belongs	d) Name of the post and Pay of the post held in substantive capacity in the parent organization
9.1 Note: In case of Officers already on deputation, the applications of such officers should be forwarded by the parent cadre/Department along with Cadre Clearance, Vigilance Clearance and Integrity certificate. 9.2 Note: Information under Column 9 (c) & (d) above must be given in all cases where a person is holding a post on deputation outside the cadre/organization but still maintaining a Lien in his parent cadre/organization.			
10. If any post held on Deputation in the past by the applicant, date of return from the last deputation and other details.			
11. 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 d) Government Undertaking e) Universities f) Others			
12. Please state whether you are working in the same Department and are in the feeder grade or feeder to feeder grade.			
13. Are you in Revised Scale of Pay? If yes give the date from which the revision took place and also indicate the pre-revised scale			
14. Total emoluments per month now drawn			
Basic Pay in the PB	Grade Pay	Total Emoluments	
15. In case the applicant belongs to an Organization which is not following the Central Government Pay-scales, the latest salary slip issued by the Organization showing the			

following details may be enclosed.		
Basic Pay with Scale of Pay and rate of increment	Dearness Pay/interim relief/other Allowances etc., (with break-up details)	Total Emoluments
16. A Additional information, if any, relevant to the post you applied for in support of your suitability for the post. (This among other things may provide information with regard to (i) additional academic qualifications (ii) professional training and (iii) work experience over and above prescribed in the Vacancy Circular/Advertisement) (Note: Enclose a separate sheet, if the space is insufficient)		
16.B Achievements: The candidates are requested to indicate information with regard to; i. Research publications and reports and special projects ii. Awards/Scholarships/Official Appreciation iii. Affiliation with the professional bodies/institutions/societies and; iv. Patents registered in own name or achieved for the organization v. Any research/innovative measure involving official recognition vi. Any other information. (Note: Enclose a separate sheet, if the space is insufficient)		
17. Please state whether you are applying for deputation (ISTC/Absorption/re-employment basis). (Officers under Central/State Governments are only eligible for "Absorption". Candidates of non-Government Organizations are eligible only for Short Term Contract)		
#(The option of 'STC' / / Absorption' / 'Re-employment' are available only if the vacancy circular specially mentioned recruitment by "STC" or "Absorption" or "Re-employment").		
18. Whether belongs to SC/ST		

I have carefully gone through the vacancy circular/advertisement and I am well aware that the information furnished in the Curriculum Vitae duly supported by the documents in respect of Essential Qualification/Work Experience submitted by me will also be assessed by the Selection Committee at the time of selection for the post. The information/details provided by me are correct and true to the best of my knowledge and no material fact having a bearing on my selection has been suppressed/ withheld.

(Signature of the candidate)

Address:

Date

Certification by the Employer/Cadre Controlling Authority

The information/ details provided in the above application by the applicant are true and correct as per the facts available on records. He/she possesses 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 Shri/Smt.
- ii. His/ Her integrity is certified.
- iii. His/Her CR Dossier in original is enclosed/photocopies of the ACRs 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-III

VIGILANCE CLEARANCE CERTIFICATE

Certified that no vigilance case or disciplinary proceedings or criminal proceeding is either pending or contemplated against Sri/Smt. _____, _____ who has applied for the post of Controller General, Indian Bureau of Mines on Transfer on Deputation (including short term contract) basis.

[Authorised signatory]
Name & Office Seal:
Date:

NO PENALTY CERTIFICATE

Certified that no minor/ major penalty has been imposed on Shri/Smt _____, _____ who has applied for the post of Controller General, Indian Bureau of Mines on Transfer on Deputation (including short term contract) basis.

[Authorised signatory]
Name & Office Seal:
Date:

INTEGRITY CERTIFICATE

After scrutinizing Annual Confidential Reports of Shri/Smt. _____, _____ who has applied for the post of Controller General, Indian Bureau of Mines on Transfer on Deputation (including short term contract) basis.

(To be signed by an Officer of the rank of
Deputy Secretary or above)
Name & Office Seal :
Date:

CADRE CLEARANCE CERTIFICATE

This office has no objection to Shri/Smt _____, _____ who applies for the post of Controller General, Indian Bureau of Mines on Transfer on Deputation (including short term contract) basis. In the event of his/her selection, he/she will be immediately relieved to take charge of the assignment.

[Authorised signatory]
Name & Office Seal:
Date: