

F. No. A-12034/02/2016-EPI  
Government of India  
Ministry of Health & Family Welfare  
Directorate General of Health Services

Nirman Bhawan, New Delhi

Dated : 8<sup>th</sup> April, 2016

**Office Memorandum**

**Sub: Filling up of one post of Administrative Officer on Deputation basis in BCG Vaccine laboratory, Guindy Chennai under the Directorate General of Health Services, Ministry of Health & Family Welfare-reg.**

Applications are invited from the eligible candidates for appointment on deputation basis to one post of Administrative Officer in BCG Vaccine Laboratory, Guindy, Chennai in PB-2, Pay Scale Rs.9300-34800 with Grade Pay Rs.4800, General Central Service Group 'B' Gazetted (Ministerial). Applications of only such officers will be considered which are routed through proper channel in the prescribed Proforma (Annexure-I) in duplicate. The post is to be filled by transfer on deputation from the officers under the Central Government/ State Government fulfilling the following conditions:-

- (a) i) Holding analogous posts on regular basis, or  
ii) With five years regular service in the post in P.B-2, Pay Scale of Rs.9300-34800 with Grade Pay of Rs. 4200/- or equivalent.  
and
- b) Possessing experience in Administration, Accounts and Establishment matters.
2. The period of deputation will not exceed 3 years.
3. The pay and allowances and other terms of the selected officers will be regulated in accordance with DOPT's O.M. No. 6/8//2009-Estt. (pay II) dated 17.6.2010 as amended from time to time.
4. Applications of suitable officers who are willing and eligible for the post and who can be spared immediately in the event of selection may be forwarded through proper channel, duly verified to the undersigned within 30 days from the date of issue of this Office Memorandum in the prescribed Proforma (Annexure-I), alongwith ACR dossiers for the last 5 years, Integrity Certificate, Vigilance Clearance and statement giving details of major or minor penalties imposed on the officer, if any, etc.