

F. No. E-12017/01/2013-E&A
Food Safety and Standards Authority of India
A Statutory Authority under Ministry of Health & Family Welfare, Govt. of India
(Establishment Division)
FDA Bhavan, Kotla Road, New Delhi-110 002

The 8th May, 2015

CIRCULAR

Subject: Inviting applications on deputation in the Food Safety and Standards Authority of India on transfer on deputation on Foreign Service terms /short term contract basis - reg.

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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-up positions on transfer on deputation on Foreign Service terms /contract 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 the supporting documents.

3. The period of deputation would be initially for one year extendable upto 3 years. Further extension beyond one year would be subject to performance evaluation in 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 regard 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 upper age limit may be relaxed in exceptional cases of meritorious candidates. The Food Authority reserves the right not to fill up all or any of the vacancies or to cancel the advertisement at any stage.

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4. Only such applications accompanied by the requisite personal data in Annexure-II alongwith necessary certificates/documents as are forwarded through proper channel will be considered. **Advance copy of the application will not be considered for candidature (for deputation).**

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 upto date 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 **08th June 2015.**

6. While forwarding the applications, it 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 to send advance copy** of the application as applications duly forwarded through proper channel will only be considered. More than one application for a post received from one candidate will be summarily rejected.


08/05/2015
(Sunil KS Bhadoria)
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.	<p>Advisor</p> <p>[PB-4] 37400-67000 + 10000(GP)</p> <p>(For Deputation)</p> <p>Or on contract</p> <p>(Lump sum Remuneration)</p>	02	<p><u>Deputation including short term contract</u></p> <p>Deputation/Short term contract</p> <p>Officers from Central or State Governments/ Autonomous Bodies/Cooperative Institutions having background and /or experience of at least twenty years, out of which at least five years should be in standard setting in food / participation/experience in Codex Alimentarius activities etc.:</p> <p>(a) holding analogous or equivalent posts on regular basis;</p> <p align="center">or</p> <p>(b) with five years of regular service in Pay Band 4 (Rs.37400-67000) with grade pay Rs.8700 or equivalent;</p> <p>and possessing the following educational qualification and experience:-</p> <p>(i) Master's Degree or equivalent from a recognised university or institution in field of Chemistry/Bio chemistry/Food Technology/ Edible Oil Technology/ Microbiology/ Dairy Technology/ Agriculture Sciences/ Veterinary Science/ Bio-technology or any other subjects related to Food Science;</p>

Post Code	Post/ Pay Band + Grade Pay	No of Posts	Eligibility/experience
			or (ii) Doctorate Degree in any of the aforesaid subjects.
02.	Director (Technical) 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; (c) possessing the following educational qualification and experience:- (i) Masters Degree or equivalent from a recognised university or institution in field of Chemistry/Bio chemistry/Food Technology/ Edible Oil Technology/ Microbiology/ Dairy Technology/ Agriculture Sciences/ Veterinary Science/ Bio-technology or any other subjects related to Food Science or a suitably qualified doctor in Microbiology/public health with twelve years' experience of working in research and development in Laboratory/ Research Institutions /Scientific Organisations in the field of food science/ food safety out of which six years should be in the managerial capacity; or

Post Code	Post/ Pay Band + Grade Pay	No of Posts	Eligibility/experience
			(ii) Doctorate Degree in any of the aforesaid subjects with ten years' experience of working in research and development in Laboratory/ Research Institutions /Scientific Organisations in the field of food science/ standards/safety out of which five years should be in the managerial capacity.
03.	Director [PB-4] + 37400-67000 8700(GP)	1	(i) Officers from Indian Audit and Accounts Service/Indian Civil Accounts Service/Indian Railways Accounts Service/Indian P&T AFS/ Indian Defence Accounts Service or other Central Accounts Group A Services, eligible to hold Director level posts in the Government of India; or (ii) Officers from Central or State Government/ Autonomous Bodies 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.
04.	Joint Director [PB-3] 15600-39100 + 7600 (GP)	01	Deputation Officers from Central or State Government/ Autonomous Bodies and :

Post Code	Post/ Pay Band + Grade Pay	No of Posts	Eligibility/experience
			<p>(i) holding analogous or equivalent post on regular basis;</p> <p style="text-align: center;">or</p> <p>(ii) with five years regular service in Pay Band 3 (Rs.15600-39100) with Grade Pay Rs. 6600 or equivalent and</p> <p>(iii) possess experience of training, capacity building, human resource management etc.</p>
05.	<p>Deputy Director (Technical)</p> <p>[PB-3] 15600-39100 + 6600 (GP)</p> <p>Quality Assurance at HQ</p> <p>Enforcement at HQ</p> <p>For regional Office, Cochin</p>	03	<p>Officers from Central or State Governments/ Autonomous Bodies having background and /or experience of administering and implementation or enforcement of food laws:</p> <p>(a) holding analogous or equivalent posts on regular basis;</p> <p style="text-align: center;">or</p> <p>(b) with five years regular service in Pay Band 3 (Rs.15600-39100) with grade pay Rs.5400 or equivalent;</p> <p>and possessing the following educational qualification and experience:-</p> <p>(i) Masters Degree or equivalent from a recognised university or institution in field of Chemistry/Bio chemistry/Food Technology/ Edible Oil Technology/ Microbiology/ Dairy Technology/ Agriculture Sciences/ Veterinary Science/ Bio-technology or any other subjects related to Food Science;</p> <p style="text-align: center;">or</p>

Post Code	Post/ Pay Band + Grade Pay	No of Posts	Eligibility/experience
			A Doctorate degree would be desirable but not essential.
06.	Deputy Director [PB-3] 15600-39100 + 6600 (GP) Housekeeping, Logistics & Services	01	Deputation including short terms contract Officers from Central or State Government/ Autonomous Bodies and : (i) holding analogous or equivalent post on regular basis; or (ii) with five years regular service in Pay Band 3 (Rs.15600-39100) with Grade Pay Rs.5400 or equivalent and (iii) possess experience of training, capacity building, human resource management etc.
07.	Assistant Director (Technical) [PB-3] 15600-39100 + 5400 (GP) 03-Mumbai 01-Kolkata 01-Guwahati 01-Delhi	06	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 two years regular service in Pay Band 2 (Rs.9300-34800) with grade pay Rs.4800 or equivalent; or (c) with three years regular service in Pay Band 2 (Rs.9300-34800) with

Post Code	Post/ Pay Band + Grade Pay	No of Posts	Eligibility/experience
			<p>grade pay Rs.4600 or equivalent and possessing the following educational qualification and experience:-</p> <p>(i) Masters Degree or equivalent from a recognised university or institution in field of Chemistry/Bio chemistry/Food Technology/ Edible Oil Technology/ Microbiology/ Dairy Technology/ Agriculture Sciences/ Veterinary Science/ Bio-technology or any other subjects related to Food Science;</p> <p style="text-align: center;">or</p> <p>(ii) Doctorate Degree would be desirable but not essential.</p>
08.	<p>Assistant Director</p> <p>[PB-3] 15600-39100 + 5400 (GP)</p> <p>Establishment</p>	01	<p>Officers from Central or State Governments/ Autonomous Bodies having background and /or experience of administering and implementation or enforcement of food laws:</p> <p>(a) holding analogous or equivalent posts on regular basis;</p> <p style="text-align: center;">or</p> <p>(b) with two years regular service in Pay Band 2 (Rs.9300-34800) with grade pay Rs.4800 or equivalent;</p> <p style="text-align: center;">or</p> <p>(c) with three years regular service in Pay Band 2 (Rs.9300-34800) with grade pay Rs.4600 or equivalent and possessing possess experience of Finance, administration, human</p>

Post Code	Post/ Pay Band + Grade Pay	No of Posts	Eligibility/experience
			resource management, establishment matters, vigilance matters.
09.	<p>Law Officer</p> <p>[PB-3] 15600-39100 + 5400(GP)</p>	<p>1</p> <p>For HQ</p>	<p>Officers from Central or State Governments/ Autonomous Bodies with Law background and experience in handling legal matters:</p> <p>(i) Holding analogous posts in the cadre on regular basis;</p> <p>or</p> <p>(ii) Holding the post of Junior Law Officer/Law Assistant in Govt. organisation with three years regular service in the pay band 2 with grade pay of Rs. 4600.</p> <p>(iii) possessing following educational qualification and experience:-</p> <p>Degree of Law from a recognised University or institution with three years' experience of handling legal matters/PFA matters or cases related to Food laws.</p> <p><u>Desirable:-</u></p> <p>Masters in Law from a recognised University or institution.</p> <p>If no suitable candidate is available on deputation, the post may be filled-up on contract basis for which eligibility and other criteria are as under :-</p>

Post Code	Post/ Pay Band + Grade Pay	No of Posts	Eligibility/experience
			<p>(i) Law Graduate (First Division)</p> <p>(ii) Experience in drafting of legal cases/litigation for a minimum of one year</p> <p>Lump-sum remuneration in the range of Rs. 50,000-60,000/- (negotiable) all inclusive shall be paid in case of contract appointment.</p> <p>Preference shall be given to candidates passed out from National Law Schools and other renowned institutions.</p>
<p>Note- Those who are presently working in FSSAI or have worked within last 3 years need not apply.</p>			

S/
28/05/2015

Annexure-II

Last Date of receiving of completed application: 08th June 2015

Application for position ofon 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	
SC		ST	
		OBC	
			UR

8. Community(Please tick)

9. Educational Qualifications (Starting from High School) :

Examination passed	Year	Name of Board/ University	Subjects	Percentage of marks upto two decimal

10. Details of employment, in chronological order.....

Office/Institution	Post held	From	To	Pay Scale	Nature of Duties

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 ofin 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)
