

F. No. E-12017/01/2012-E&A
Food Safety and Standards Authority of India
Ministry of Health and Family Welfare

FDA Bhavan, Kotla Road, New Delhi – 110002

Dated the 6th Feb, 2013

CIRCULAR

Sub : Filling up the vacant posts in the Food Safety and Standards Authority of India on transfer on deputation on Foreign Service terms basis - reg.

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. It is proposed to fill up posts in FSSAI Head Quarters / Regional Offices on transfer on deputation on Foreign Service terms 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.

3. 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.

4. The initial period of deputation in FSSAI shall be three years. 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 Food Authority reserves the right not to fill up all or any of the vacancies or to cancel the advertisement at any stage.

5. Only such applications accompanied by the requisite personal data in Annexure-II alongwith necessary certificates/documents forwarded through proper channel will be considered.

6. 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 this Authority by **6th March, 2013**.

7. While forwarding the applications, it may 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.

8. Application received after the last date or without the necessary documents or otherwise found incomplete will not be considered. No advance copy will be accepted/considered unless the original copy duly forwarded by the competent authority is received on or before the last date.

Sd/
(Sunil KS Bhadoria)
Assistant Director (Estt & Admn)
Tel. 011-64726113

To

All Ministries/Departments/Organisations of Govt. of India/State Govt./UTs/ Autonomous Bodies as per list.

ANNEXURE – I

Posts proposed to be filled up in FSSAI

SN	Post/ Pay Band + Grade Pay	No of Posts	Eligibility/experience
1.	Director(Management) 37400-67000 [PB-4] + 8700(GP)	1	<u>Deputation</u> 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.7600 or equivalent and (iii) possess experience of administration, human resource management and vigilance matters.
2.	Director(Enforcement)	1	<u>Deputation</u> 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.7600 or equivalent and (iii) having background and /or experience of administering and implementation or enforcement of food laws.
3.	Director(QA) 37400-67000 [PB-4] + 8700(GP)	1	<u>Deputation including short term contract</u> For deputation: 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.7600 or equivalent and (iii) possessing the following educational qualification and experience:- (a) 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 with twelve 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 six years should be in the managerial capacity; or (b) Doctorate Degree in any of the aforesaid subjects with ten years experience of working in research and development in Laboratory/ Research Institutions

			<p>/Scientific Organisations in the field of food science/ standards/safety out of which five years should be in the managerial capacity.</p> <p>For short term contract:</p> <p>(a) possess 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/ Biotechnology or any other subjects related to Food Science or a suitably qualified doctor in Microbiology with fifteen 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 ten years should be in the managerial capacity; or</p> <p>(b) Doctorate Degree in any of the aforesaid subjects with twelve 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 eight years should be in the managerial capacity.</p>
4.	<p>Scientific Group IV (4)</p> <p>37400-67000 [PB-4] + 8700(GP)</p>	1	<p><u>Deputation</u></p> <p>Officers from Central or State Government/ Autonomous Bodies and :</p> <p>(i) holding analogous or equivalent post on regular basis; or</p> <p>(ii) with five years regular service in Pay Band 3 (Rs.15600-39100) with Grade Pay Rs.7600 or equivalent.</p> <p>(iii) possessing the following educational qualification and experience:-:-</p> <p>(a) 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 Engineering/ Veterinary Science/ Biotechnology or any other subjects related to Food Science with twelve 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 as group leader or in a supervisory capacity and should have handled food science related programmes involving planning, development and coordination.; or</p> <p>(b) 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 four years should be as group leader or in a supervisory capacity and should have handled food science related programmes</p>

			involving planning, development and coordination. For short term contract: (a) possess 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/ Biotechnology or any other subjects related to Food Science with fifteen 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 ten years should be in the managerial capacity; or (b) Doctorate Degree in any of the aforesaid subjects with twelve 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 eight years should be in the managerial capacity.
5.	Deputy Director (Management) For Administration 15600-39100 [PB-3] + 6600(GP)	General Director 1	Deputation 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 work experience related to day-to-day administration.
6.	Deputy Director (Management) For Establishment and vigilance matters 15600-39100 [PB-3] + 6600(GP)	General Director 1	Deputation 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 administration, human resource management, establishment matters, vigilance matters.
7.	Deputy Director (Zones) 15600-39100 [PB-3] + 6600(GP)	(One each for Delhi, Mumbai, Chennai, Kolkata) 4	Deputation Officers from Central /State Governments/ Autonomous Bodies and: (i) holding analogous or equivalent posts 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) possessing the following educational qualification

			<p>and experience:-</p> <p>(a) Masters Degree or equivalent from a recognized 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 related disciplines related to food science with six years' experience of working in research and development in Laboratory/Research Institutions/Scientific Organizations in the field of food science/standards safety out of which 3 years should be in the managerial capacity; or</p> <p>(b) Doctorate Degree in any of the aforesaid subjects with four years' experience of working in research and development in Laboratory/Research Institutions/Scientific Organizations in the field of food science/standards/safety out of which two years should be in the managerial capacity.</p>
8.	<p>Scientific Group IV (2)</p> <p>15600-39100 [PB-3] + 6600(GP)</p>	3	<p><u>Deputation including short term contract</u></p> <p>Officers from Central / State Governments/ Autonomous Bodies and:</p> <p>(i) holding analogous or equivalent posts on regular basis; or</p> <p>(ii) with five years regular service in Pay Band 3 (Rs.15600-39100) with Grade Pay Rs.5400 or equivalent and</p> <p>(iii) possessing the following educational qualification and experience:-</p> <p>(a) Masters Degree or equivalent from a recognized 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 subject related to food science with four years' experience of working in research and development in Laboratory/Research Institutions/Scientific Organizations in the field of food science/standards/safety out of which 2 years should be as group leader or in a supervisory capacity and should have handled food science related programmes involving planning, development and coordination; or</p> <p>(b) Doctorate Degree in any of the aforesaid subjects with four years' experience of working in research and development in Laboratory/Research Institutions/Scientific Organizations in the field of food science/standards/safety out of which two years should be as group leader or in supervisory capacity and should have handled food science related programmes involving planning, development and coordination.</p> <p>For short term contract:</p>

			<p>(a) Masters Degree or equivalent from a recognized 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 subject related to food science with six years' experience of working in research and development in Laboratory/Research Institutions/Scientific Organizations in the field of food science/standards/safety out of which three years should be as group leader or in a supervisory capacity and should have handled food science related programmes involving planning, development and coordination; or</p> <p>(b) Doctorate Degree in any of the aforesaid subjects with five years' experience of working in research and development in Laboratory/Research Institutions/ Scientific Organizations in the field of food science/standards/safety out of which three years should be as group leader or in supervisory capacity and should have handled food science related programmes involving planning, development and coordination.</p>
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Annexure-II

Application for the post ofon deputation/short term contract in FSSAI

**Indicate the preferable place for posting.....
[in case of Deputy Director(Zones)]**

1. Name and address (in Block Letters):

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.....
.....
.....

Latest coloured
passport size
photograph with
white background
duly attested by a
Gazetted Officer

2. Date of Birth (as per matriculation certificate).....

3. Date of retirement under Central/State Govt. rules:

4. Educational Qualifications.....

5. Whether eligibility conditions are fulfilled.....

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

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

7. Nature of present employment i.e. permanent/temporary/ad hoc:.....

8. In case the present employment is on deputation, please state-

a) The date of initial appointment:.....

b) Period of appointment on deputation.....

c) Name of the parent office/organization to which you belong:.....

9. 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)	Govt. undertaking	
(e)	Universities		(f)	Others(specify)	

10. Are you in the revised scale of pay? If yes, give the date from which the revision took place and also indicate the re-revised scale of pay.....

11. Total emoluments per month now drawn:

12. Additional information, if any, which you would like to mention in support of your suitability for the post:

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(i) Additional academic qualifications:

(ii) Work experience over and above prescribed in the Vacancy Circular/Advertisement, if any:

13. Please state whether you are applying for deputation/short term contract (Officers under Central/State Government are only eligible for deputation, candidates other than Central /State Government/ Autonomous Body are eligible for short term contract only):

14. Whether belongs to SC/ST/OBC:

15. Remarks (The candidates may indicate information with regard to):

(i) Research/publications and reports and special projects.....

.....

(ii) Awards Scholarship/Official Appreciation.....

.....

(iii) Affiliation with professional bodies/institutions/societies and any other information.....

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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.

Signature.....

Name of the candidate.....

Official Address.....

CERTIFICATE

1. Certified that the particulars furnished by Shri/Smt/Kum..... have been verified from his/her service record and found correct.

2. No vigilance case is either pending or contemplated against Shri/Smt/Kum.....

3. His/her integrity is certified.

3. No major/minor penalty was imposed on Shri/Smt./Kum..... during the 10 years.

Signature.....

(To be signed by the Head of Office /Department)

Name of the officer.....

Designation.....

Phone number.....

(with stamp/seal)
