

No.5(4)/2005-NMCC
Government of India
National Manufacturing Competitiveness Council
(Ministry of Commerce & Industry)

Vigyan Bhavan Annexe, New Delhi -110 011.
Dated: the 13th November,2006

CIRCULAR

Subject:- **Filling up of various posts by deputation in National Manufacturing Competitiveness Council(NMCC)**

The Government of India has set up the National Manufacturing Competitiveness Council(NMCC) as an inter-disciplinary and autonomous body at the highest level to serve as a policy forum for credible and coherent policy initiatives for the manufacturing sector, under the Department of Industrial Policy & Promotion, Ministry of Commerce & Industry. The main objective of NMCC is to provide a continuing forum for policy dialogue and to energize and sustain the growth of manufacturing industries.

2. The NMCC is expected to suggest various ways and means for enhancing the competitiveness of manufacturing sector including identification of manufacturing sectors which have potential for global competitiveness; current strengths and constraints of identified sectors and recommend National level industry/sector specific policy initiatives as may be required for augmenting the growth of manufacturing sector. The Council will also help in the implementation of the strategy. A 10 year National Manufacturing Initiative has been announced by the Hon'ble President and Hon'ble Prime Minister based on National Strategy for Manufacturing which has been prepared by the NMCC(Available on the website of the NMCC viz., www.nmcc.nic.in). NMCC will also assist the High Level Committee on Manufacturing chaired by Hon'ble Prime Minister for resolving policy issues that may arise in the course of implementation of the National Manufacturing Initiative as well as in the operationalization of the plans for the growth of various sub-sectors of manufacturing.

3. It is proposed to fill up some vacant posts on deputation basis initially for a period of one year, to be extendable further pending framing of the Recruitment Rules.

4. Following is the details of the vacant posts to be filled up:-

S.No.	Name of the post	Scale of pay	No. of vacant post
1.	Addl.Chief/Joint Chief (Director/Deputy Secretary Level)	Rs.14,300-18,300/- Rs.12,000-16,500/- Plus usual Central Govt. Allowances	One
2.	Deputy Chief (Under Secretary level)	Rs.10,000-15,200/- Plus usual Central Govt. Allowances	One
3.	Private Secretary	Rs.6,500-10,500/- Plus usual Central Govt. Allowances	Two
4.	Personal Assistant	Rs.6,500-10,500/- Plus usual Central Govt. Allowances	Five
5.	Stenographer	Rs.4,000-6,000/- Plus usual Central Govt. Allowances	Four
6.	Clerk	Rs.3050-4590/- Plus usual Central Govt. Allowances	One

5. The eligibility conditions and qualifications/experience required for each post is enclosed (Annexure-I).
6. Appointment on deputation to the NMCC will be governed by regular norms prescribed by the Deptt. of Personnel & Training from time-to-time. Specifically the applicant should be holding an analogous post or should be eligible to be appointed to the post applied for under the normal rules of selection prescribed.
7. The persons selected for these posts shall have the option to either draw the scale of the respective post or his grade pay in the parent office plus Deputation (Duty) Allowances as per the existing instructions of the Department of Personnel & Training.
8. It is requested that this requirement may be circulated among the concerned officials/personnel in your Ministry/Department and its attached/subordinate offices and other relevant autonomous bodies/PSUs. The applications of eligible and willing candidates who can be spared and relieved of their duties immediately upon their selection by NMCC for the various posts may be sent to the undersigned at **National Manufacturing Competitiveness Council, Room No.227, Vigyan Bhawan Annexe, Maulana Azad Road, New Delhi – 110 011** in the prescribed proforma (Annexure-II) on or before **15th December, 2006** through proper channel along with Vigilance clearance and a copy of last five years' C.R. Dossiers of the applicant duly attested by an officer not below the rank of Under Secretary. An advance copy of the applicant can also be sent by e-mail (address : nmcc@nic.in)/post for information

RRanjan
(RAJEEV RANJAN)
Chief(Joint Secretary)

Encl.: a.a.

To

1. All Ministries/Department of Govt. of India
2. The Secretary, D/o. Public Enterprises } for circulation amongst
3. Standing Conference of Public Enterprises } PSUs
4. ✓ NIC, DIPP – for putting up this circular on the website of the NMCC.
5. ✓ NIC, D/o. Personnel & Trg., -for placing this circular on the website of DoP&T (www.persmin.nic.in)
6. Guard file.

ANNEXURE-I

The Officers of the Central Government with the following qualifications/experience are eligible to apply for the posts of Additional Chief(Director Level), Joint Chief(Deputy Secretary level) and Deputy Chief(Under Secretary Level), Private Secretary, Personal Assistant etc.

ELIGIBILITY:

(A) Additional Chief(Director Level):-

- (i) Officers holding analogous posts on regular basis; or
- (ii) With 5 years regular service in posts in the scale of pay of Rs.12000-375-16500 or equivalent under the Central/State Governments/ UT Administrations/ Universities/ Recognised Research Institutions/Public Undertakings/Autonomous Organizations and possessing the qualifications/experience prescribed for the post.

Qualifications and Experience:

- (i) Master's Degree in Science/Economics/Commerce/ Mathematics/ Statistics/ Operations Research/ Business Administration or Degree in Engineering of a recognized University or equivalent.
- (ii) 8 Years experience of conducting/ organizing/ guiding research and preparation of research papers on detailed project reports in industry/economy/manufacturing sector
- (iii) Familiarity with principles and policies of industrial licensing, industrial scenario/Manufacturing Competitiveness, developments in international industry, economics, specially relating to developing countries and matters, such as International Monetary Fund and General Agreement on Trade and Tariffs, Economic Communities, International Trade, etc.

(B) Joint Chief(Deputy Secretary Level):-

- (i) Holding analogous post on regular basis in the parent cadre/department; or
- (ii) with 5 years service in the grade of Under Secretary rendered after appointment thereto on a regular basis in the scale of pay of Rs.10,000-325-15,200 or equivalent in the parent cadre/department; or
- (iii) With 8 years service in the functional grade 'A' rendered after appointment thereto on a regular basis in the scale of pay of Rs.8,000-275-13,500 or equivalent in the parent cadre/department.

Qualification and Experience:

- (i) Bachelor's degree from a recognized University or equivalent; Post Graduate and further specialization would be desirable.
- (ii) 8 years experience in the relevant field of Research/formulation of projects/ Manufacturing and economics/Statistics/Administration or establishment etc.

(C) Deputy Chief(Under Secretary Level)

- (i) Holding analogous post on regular basis in the parent cadre/department; or
- (ii) With 5 years service in the functional grade 'A' rendered after appointment thereto on a regular basis in the scale of pay of Rs.8,000-275-13,500/- or equivalent in the parent cadre/department; or
- (iii) With 8 years service in the grade of Section Officer rendered after appointment thereto on a regular basis in the scale of pay of Rs.6,500-200-10,500 or equivalent in the parent cadre/department.

Qualifications and Experience:

- (i) Bachelor's degree from a recognized University or equivalent; Post Graduate and further specialization would be desirable.
- (ii) Eight years experience in the relevant field or Research/formulation of projects/Manufacturing and economics/Statistics/Administration or establishment etc.

(D) Private Secretary

- (i) Holding the post of Private Secretary; or
- (ii) With 5 years regular service as Personal Assistant(English)/Stenographer Grade 'C'
 - in the grade of Rs.6500-10,500/- or equivalent on regular basis – for CSSS Cadre; or
 - in the grade of Rs.5500-9000/- or equivalent on regular basis – for other than CSSS Cadre.
- (iii) With 12 years regular service as stenographer Grade 'D' (English) in the grade of Rs.4000-6000/- or equivalent.

(E) Personal Assistant

- (i) Holding analogous posts on regular basis; or
- (ii) Personal Assistants other than CSSS cadre in the Ministries/Departments/ Subordinate/Attached Offices/Autonomous Organizations etc in the scale of pay of Rs.5500-9000/-; or
- (iii) Stenographers (Grade 'D') (English) with 8 years' regular service in the grade of Rs.4000-6000 or equivalent.

(F) Stenographer

- (i) Holding analogous post.
- (ii) Lower Division Clerk having 5 years experience in Govt. of India and knowledge of shorthand.

(G) Lower Division Clerk

Holding analogous post.

EDUCATIONAL/OTHER QUALIFICATIONS FOR ALL THE ABOVE POSTS:

- (i) Bachelor's degree from recognized University or equivalent (relaxable in case of Personal Assistant, Stenographer and Lower Division Clerk)
- (ii) Working knowledge of Computers is essential for all posts.

PROFORMA

1. Post applied for :
2. Name(in block letters) :
3. Office Address with Telephone No., if any :
4. Date of Birth :
5. Date of retirement under Central/ State Govt. rules :
6. Educational Qualification :
7. Details of employment in chronological order:
(Enclose a separate sheet, duly authenticated by your signature, if the space below is insufficient)

Office/ Organization	Post held (whether substantive/ ad-hoc/deputation basis)	From	To	Scale of Pay	Nature of duties

8. Nature of present employment i.e., ad-hoc/temporary/regular/permanent
9. In case the present employment is held on deputation basis, please state -
 - a) The date of initial appointment
 - b) Period of appointment on deputation
 - c) Name of the parent office/organization
10. Present pay-scale & Basic Pay
(Specify if it is under ACP Scheme)
11. Whether belongs to SC/ST
12. Additional information, if any, including special qualification/achievements for the post applied for.

Dated: _____
Place: _____

Signature of the candidate _____

For use by the office forwarding the application

Certified that the service particulars given by the applicant are verified with reference to service records and found to be correct.

Signature with seal of the Competent Authority