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INDIAN COUNCIL OF  
MEDICAL RESEARCH | NATIONAL INSTITUTE OF  
OCCUPATIONAL HEALTH

आई सी एम आर – राष्ट्रीय व्यावसायिक स्वास्थ्य अनुसंधान संस्थान  
स्वास्थ्य अनुसंधान विभाग, स्वास्थ्य और परिवार  
कल्याण मंत्रालय, भारत सरकार

ICMR - National Institute of Occupational Health Research  
Department of Health Research, Ministry of Health  
and Family Welfare, Government of India

संख्या. 01/परिपत्र /2026-27/183

Date: May 7, 2026

परिपत्र/CIRCULAR

विषय: विभिन्न पदों को भरने के संबंध में  
Sub: Filling up of various posts—reg

आईसीएमआर पत्र संख्या 16/55/2022-प्रशासन/E.Office:140680 दिनांक 06/05/2026 के माध्यम से निम्नलिखित रिक्ति परिपत्र अग्रेषित किए गए हैं: / ICMR vide Letter No.16/55/2022-Prashasan/E.Office:140680 dated 06/05/2026 has forwarded vacancy circulars as mentioned below:-

SL No.	Reference No. & Date	Name of Ministry	Subject
1.	No. 4/12/2026-FA(UN) Dated: 10.04.2026	कार्मिक, लोक शिकायत और पेंशन मंत्रालय, कार्मिक और प्रशिक्षण विभाग, नई दिल्ली / Ministry of Personnel, Public Grievances and Pensions, Department of Personnel and Training, New Delhi	विदेश मंत्रालय के अधीन, काठमांडू (नेपाल) स्थित सार्क सचिवालय में निदेशक (निदेशक स्तर) के पद पर तीन (03) वर्षों की अवधि के लिए नियुक्ति के संबंध में। / Regarding the appointment to the post of Director (Director Level) at the SAARC Secretariat, Kathmandu, Nepal—under the Ministry of External Affairs—for a tenure of three (03) years.
2	No. 04/15/2026-FA(UN) Dated: 10.04.2026		आर्थिक कार्य विभाग के अंतर्गत, वाशिंगटन डी.सी., USA स्थित भारतीय दूतावास के आर्थिक विंग में प्रथम सचिव (आर्थिक) (स्तर-12) / काउंसलर (आर्थिक) (स्तर-13) [उप सचिव/निदेशक स्तर] के पद को भरने के संबंध में। /Regarding the filling of the post of First Secretary (Economic) (Level-12) / Counsellor (Economic) (Level-13) [Deputy Secretary/Director Level] in the Economic Wing at the Embassy of India, Washington D.C., USA—under the Department of Economic Affairs.
3	No. 4/13/2026-FA(UN) Dated: 10.04.2026		आर्थिक कार्य विभाग के अंतर्गत, टोक्यो (जापान) स्थित भारतीय दूतावास में मंत्री (आर्थिक एवं वाणिज्यिक) (संयुक्त सचिव




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आई सी एम आर – राष्ट्रीय व्यावसायिक स्वास्थ्य अनुसंधान संस्थान  
स्वास्थ्य अनुसंधान विभाग, स्वास्थ्य और परिवार  
कल्याण मंत्रालय, भारत सरकार

ICMR - National Institute of Occupational Health Research  
Department of Health Research, Ministry of Health  
and Family Welfare, Government of India

			स्तर) के पद को भरने के संबंध में। /Regarding the filling of the post of Minister (Economic & Commercial) (Joint Secretary Level) at the Embassy of India, Tokyo, Japan— under the Department of Economic Affairs.
4	No. 4/11/2026-FA(UN) Dated: 13.04.2026		आर्थिक कार्य विभाग के अंतर्गत—विश्व बैंक, वाशिंगटन डी.सी., USA में— कार्यकारी निदेशक (संयुक्त सचिव स्तर) के वरिष्ठ सलाहकार के पद को भरने के संबंध में, जिसका कार्यकाल तीन वर्ष का होगा। /Regarding the filling of the post of Senior Advisor to the Executive Director (Joint Secretary Level) at the World Bank, Washington D.C., USA—under the Department of Economic Affairs— for a tenure of three years.

इच्छुक उम्मीदवार अधिक जानकारी हेतु संबंधित मंत्रालय की वेबसाइट अथवा आईसीएमआर वेबसाइट पर देख सकते हैं।/ Interested candidates may go through the concerned website/ICMR website for further details for the same.

  
(राहुल वाधवानी)/(Rahul Wadhvani)  
वरिष्ठ प्रशासनिक अधिकारी /Sr. Administrative Officer

प्रति/To:

सूचनापट्ट/Notice Board

Copy to:

- OIC, ROHC(S), Bangalore –for necessary compliance
- Dr. L K Sharma – with a request to upload the said circular on the digital display and website pls.



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स्वास्थ्य अनुसंधान विभाग, स्वास्थ्य एवं परिवार  
कल्याण मंत्रालय, भारत सरकार

Indian Council of Medical Research  
Department of Health Research, Ministry of Health  
and Family Welfare, Government of India  
दिनांक:06/05/2026

सं.16/55/2022-प्रशासन./E.Office.140680

सेवा में,

निदेशक/प्रभारी निदेशक  
परिषद के सभी संस्थान/केन्द्र

महोदय/महोदया,

विभिन्न मंत्रालयों/विभागों से प्राप्त निम्नलिखित पत्र, सूचना एवं आवश्यक कार्यवाही के लिए संलग्न है।

क्र. सं.	संदर्भ संख्या एवं दिनांक	मंत्रालय का नाम	विषय
1.	सं. 4/12/2026-FA(UN) दिनांक:10.04.2026	कार्मिक, लोक शिकायत और पेंशन मंत्रालय, कार्मिक और प्रशिक्षण विभाग, नई दिल्ली	विदेश मंत्रालय के अंतर्गत, काठमांडू, नेपाल स्थित सार्क सचिवालय में निदेशक के पद (निदेशक स्तर) पर तीन (03) वर्षों की अवधि हेतु नियुक्ति के संबंध में।
2.	सं. 04/15/2026-FA(UN) दिनांक:10.04.2026		आर्थिक कार्य विभाग के अंतर्गत, भारतीय दूतावास, वाशिंगटन डीसी, USA में आर्थिक विंग के 'प्रथम सचिव (आर्थिक) (स्तर-12)' / 'परामर्शदाता (आर्थिक) (स्तर-13)' (उप सचिव / निदेशक स्तर) के पद को भरने के संबंध में।
3.	सं. 4/13/2026-FA(UN) दिनांक:10.04.2026		आर्थिक कार्य विभाग के अंतर्गत, भारतीय दूतावास, टोक्यो, जापान में मंत्री (आर्थिक एवं वाणिज्यिक) (संयुक्त सचिव स्तर) के पद को भरने के संबंध में।
4.	सं. 4/11/2026-FA(UN) दिनांक:13.04.2026		आर्थिक कार्य विभाग के अंतर्गत, विश्व बैंक, वाशिंगटन डी.सी., USA में कार्यकारी निदेशक के वरिष्ठ सलाहकार (संयुक्त सचिव स्तर) के पद को तीन वर्ष की अवधि के लिए भरने के संबंध में।

भवदीय,

Digitally signed by  
Jaibir Singh

Date: 06-05-2026

सहायक महानिदेशक (प्रशासन)  
16.44.43

अनुलग्नक: यथोक्त

प्रतिलिपि:

- महानिदेशक/अपर महानिदेशक/वरि.उपमहानिदेशक (प्रशा.)/वरि.वित्त सलाहकार के निजी सचिव
- परिषद के सभी प्रभाग प्रमुख
- उपमहानिदेशक (प्रशा.)/सहा. महानिदेशक (प्रशा.)/सहा. महानिदेशक (वित्त)
- डॉ. मनजीत सिंह चाल्गा, वैज्ञानिक-डी. को आईसीएमआर वेबसाइट पर अपलोड करने के अनुरोध के लिए

**[Secy-go] Filling up of the post of Director in SAARC Secretariat, Kathmandu, Nepal (Director Level) for a period of three (03) years under Ministry of External Affairs - reg.**

secy-dg <secy-dg@icmr.gov.in>

**MAYANK VERMA** <verma.mayank@gov.in >

Wed, 15 Apr 2026 12:12:18 PM +0530

To "secy-go" <secy-go@ismgr.nic.in>

As(AN) / JS (RK)  
C-1/4(A)

DG, ICMR OFFICE  
Diary No. ~~1282831~~  
Date: 20/4/2026

RB

Sir/Madam

Please find following enclosed DoP&T's letter No. 4/12/2026-FA(UN) dated 10.04.2026 on the subject cited above and request to forward it to all the Secretaries of the Ministries/Departments of Government of India and Chief Secretaries/ Administrators of all state Governments/Union Territories as the earliest through bulk-email system.

With Regards

AO-Admn. / ADG(A)-

**Mayank Verma**  
**Section Officer [EO-FA(UN)]**  
**Deptt. of Personnel & Trg.**  
**Kartavya Bhavan-3, New Delhi**

B

Secy-go mailing list -- [secy-go@ismgr.nic.in](mailto:secy-go@ismgr.nic.in)  
To unsubscribe send an email to [secy-go-leave@ismgr.nic.in](mailto:secy-go-leave@ismgr.nic.in)

**1 Attachment(s)**

Saarc Circular.pdf  
808.3 KB

Sh. Sunil  
4/5/26

S.No.-1425  
5/5/26

No. 4/12/2026-FA(UN)  
Government of India  
Ministry of Personnel, Public Grievances and Pensions  
Department of Personnel and Training

\*\*\*

Kartavya Bhawan-3, New Delhi  
Dated: the 10th April, 2026

To,

1. The Chief Secretaries,  
All State Governments / Union Territories
2. The Secretaries,  
All Ministries / Departments of the Government of India

**Subject: Filling up of the post of Director in SAARC Secretariat, Kathmandu, Nepal (Director Level) for a period of three (03) years under Ministry of External Affairs – reg.**

Madam/Sir,

It is proposed to fill up the post of Director in SMRC Secretariat, Kathmandu, Nepal (Director Level) for a period of three (03) years under Ministry of External Affairs vice Shri Bhavesh R. Trivedi, ITS (2000).

2. The following eligibility criteria (Mandatory and Desirable Qualifications) have been laid out for making selection to the aforesaid post:

**(A) Mandatory Qualifications-**

- 1) The officer must have worked for at least Two (02) years at the Centre under the Central Staffing Scheme or worked in Ministry of External Affairs (MEA).
- 2) The Officer should be clear from vigilance angle.
- 3) The officer should not have been debarred from Central Deputation.
- 4) The Officer should have at least 'Very Good' Service record. However, preference will be given to officers who have 'Outstanding' service record with a grading point of 09 and above.
- 5) The officer should not be over 50 years of age.
- 6) The officer should not be on training or foreign assignment currently.
- 7) The Officer should not be on study leave or long leave.
- 8) The officer must hold Director or equivalent post in Government of India

**(B) Desirable qualifications**

- 1) The officer should have knowledge about India's bilateral and multilateral relations with members of SMRC countries:
- 2) He/she should possess exceptional communications and presentation skills - both Written & Oral and have working knowledge of computers;
- 3) Prior work experience in Ministry of External Affairs or other Ministry / Department of the Government of India in the field of International Affairs.

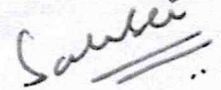
Cont...2/Pg.

3. This post may be circulated amongst eligible officers and the name of willing and eligible officers, who can be spared by the State Governments/Ministries/Departments, may be forwarded / e-mailed [[dirsm@nic.in](mailto:dirsm@nic.in)] to this Department in the format prescribed and attached herewith along-with their **Cadre clearance, Vigilance clearance, detailed Bio-data and APAR Dossier/certified APAR grading for the last five years**. It may also be ensured that the prescribed "Cooling Off" period, after the pervious stint on deputation, if any, is complete and the officer concerned is eligible to be appointed on Central Deputation. In case, the officer is currently on deputation under Central Staffing Scheme, the nomination may be forwarded with the approval of Minister-in-Charge concerned and along-with Cadre Clearance. *Further, the Competent Authority may relax any of the conditions of eligibility in deserving cases.*

4. It is requested that the applications of eligible candidates may please be forwarded so as to reach this Department/DoPT by **10th May, 2026**.

Encl:- As above.

Yours faithfully,



(Sakshi Mittal)

Director (SM)

E-mail: [dirsm@nic.in](mailto:dirsm@nic.in)

**Copy to:**

1. Ministry of External Affairs [Shri Vikram Misri, Secretary], South Block, New Delhi
2. NIC Cell, DoPT: for placing the circular on Departmental Website
3. PA to Director (SM): With a request to upload this circular through bulk e-mail system.

**Brief format regarding particulars of an officer for filling up of Foreign/Captive posts of the Government of India**

1.	Name of the officer					:	
2.	Service, Batch and Cadre (If an AIS officer)					:	
3.	Date of Birth					:	
4.	Contact Telephone No. (O) (R) (M)					:	
5.	Domicile of the officer					:	
6.	Category of the officer					:	
7.	Educational Qualifications					:	
8.	Date of joining the Government service					:	
9.	Present Designation and Pay Scale					:	
10.	Period of continuous appointment on the present post					:	
11.	Date of Superannuation:					:	
12.	Whether Spouse is working in a Government Service; A. Service of Spouse (If reply to above is Yes); B. Cadre of Spouse (If an AIS Officer);					:	
13.	Complete Experience/Posting Profile (Attached a separate sheet wherever required)					:	
Sl. No.	Period	Post held/Organization	Cadre post/Deputation post	Place of Posting	Brief Description		
14.	Whether clear from Vigilance angle					:	Yes/No
15.	Whether the officer has been on Central/Foreign deputation earlier. If so, please provide details of organization, nature of deputation and period (dates) of deputation					:	
16.	Whether the officer is debarred from deputation under the Central Staffing Scheme					:	

17. Certified that the above particulars are correct and complete.

Signature of the applicant

Date: \_\_\_\_\_

Signature  
Name/Designation & Rubber Stamp  
of officer certifying the above Particulars

**Note:**

Columns 1-13 to be filled in by the applicant.  
Columns 14-16 to be filled in by Ministry/Department/CCA concerned.

**[Secy-goi] Filling up of the post of First Secretary (Economic) (Level-I2) / Counsellor (Economic) (Level-I3), Economic Wing, Embassy of India, Washington DC, USA (Deputy Secretary / Director Level) under the Department of Economic Affairs -reg.**

secy- < secy-  
dg dg@icmr.gov.in  
>

**MAYANK VERMA** < verma.mayank@gov.in >

Wed, 15 Apr 2026 4:28:11 PM +0530

To "secy-goi"<secy-goi@ismgr.nic.in>

DG, ICMR OFFICE  
Diary No. 128287/  
Date 20/4/2026

Sir/Madam

AO - Admn.

Please find following enclosed DoP&T's letter No. 4/15/2026-FA(UN) dated 10.04.2026 on the subject cited above and request to forward it to all the Secretaries of the Ministries/Departments of Government of India and Chief Secretaries/ Administrators of all state Governments/Union Territories as the earliest through bulk-email system.

**With Regards**

**Mayank Verma**  
**Section Officer [EO-FA(UN)]**  
**Deptt. of Personnel & Trg.**  
**Kartavya Bhavan-3, New Delhi**

AS (AN) / JS (RK)  
↳ DBS (M)  
RB

Secy-goi mailing list -- [secy-goi@ismgr.nic.in](mailto:secy-goi@ismgr.nic.in)  
To unsubscribe send an email to [secy-goi-leave@ismgr.nic.in](mailto:secy-goi-leave@ismgr.nic.in)

**1 Attachment(s)**

FirstSecretary Economic.pdf  
848.8 KB

SK  
Sumit  
4/15/26

S.No-1426  
5/5/26

No. 04/15/2026-FA(UN)  
Government of India  
Ministry of Personnel, Public Grievances and Pensions  
Department of Personnel and Training

\*\*\*

Kartavya Bhawan-3, New Delhi  
Dated: the 10th April, 2026

To,

1. The Chief Secretaries,  
All State Governments / Union Territories.
2. The Secretaries,  
All Ministries / Departments of the Government of India.

**Subject: Filling up of the post of First Secretary (Economic) (Level-12) / Counsellor (Economic) (Level-13), Economic Wing, Embassy of India, Washington DC, USA (Deputy Secretary / Director Level) under the Department of Economic Affairs –reg.**

Sir/Madam,

It is proposed to fill up the post of **First Secretary (Economic) (Level-12) / Counsellor (Economic) (Level-13), Economic Wing, Embassy of India, Washington DC, USA (Deputy Secretary / Director Level) under Department of Economic Affairs vice Shri Vivek Chaudhary, IES (2011).**

2. The following eligibility criteria (Mandatory and Desirable Qualifications) have been laid out for making selection to the aforesaid post:

**(A) Mandatory Qualifications:**

- 1) The officer must have worked for at least two years at the Centre under Central Staffing Scheme.
- 2) The officer should be clear from Vigilance angle.
- 3) The officer should not have been debarred from Central Deputation.
- 4) The officer should have at least 'Very Good' Service record. However, the preference will be given to officers who have 'Outstanding' service record with a grading point of 09 and above.
- 5) The officer should not be over 54 years of age.
- 6) The officer should not have been posted on an assignment in a foreign/captive post of the Government of India, earlier.
- 7) The officer should not have been nominated for foreign training or should not be on training or foreign assignment, currently.
- 8) The officer should not be on study leave or long leave.
- 9) The Officer should be at least One (01) batch below the batch of officers who are currently empanelled for holding the post of Joint Secretary or equivalent under the Government of India.
- 10) Experience in fields of Trade, Commerce, Industry, Finance, Foreign Investment, Export Promotion, International Development Cooperation etc at the Centre or in the State Government/Cadre.

**Cont...2/Pg.**

**(B) Desirable Qualifications:**

- (i) Officers having experience of working in Department of Economic Affairs would be given preference.
2. This aforesaid post may be circulated amongst the eligible officers and the names of willing and eligible officers, who can be spared by the State Government/Ministry/ Department may be forwarded/e-mailed to this Department **in the format prescribed** and attached herewith along-with their **Cadre clearance, Vigilance clearance, detailed Bio-data and APAR Dossier/certified APAR Grading for the last five years**. It may also be ensured that the "Cooling-Off", after a previous stint on deputation, if any, is complete and the officer is eligible to be appointed on Central Deputation. In case, the officer is currently on deputation under Central Staffing Scheme, the nomination may be forwarded with the approval of Minister-in-Charge concerned and along-with their cadre clearance. Further, the Competent Authority may relax any of the conditions of eligibility in the deserving cases.
3. It is hereby requested that the applications of eligible candidates may please be forwarded, so as to reach this Department by **10th May, 2026**.

**Encl.: As above.**

**Yours faithfully,**



**(Sakshi Mittal)**

**Director (SM)**

**Email: dirsm@nic.in**

**Copy to:**

1. Department of Economic Affairs (Ms. Anuradha Thakur, Secretary), Kartavya Bhawan-1, New Delhi.
2. NIC Cell, DoPT, for placing the circular on Departmental Website under "What's New" category.
3. PA to Director (SM): With a request to upload this circular through bulk-email system.

[Secy-goi] Filling up of the post of Minister (Economic & Commercial), Embassy of India, Tokyo, Japan (Joint Secretary Level) under Department of Economic Affairs -reg.

secy- < secy-  
dg dg@icmr.gov.in  
>

MAYANK VERMA < verma.mayank@gov.in >

Wed, 15 Apr 2026 12:17:29 PM +0530

To "secy-goi"<secy-goi@ismgr.nic.in>

DG. ICMR OFFICE  
Diary No. 1282824  
Date 20/4/2026

AS(AN)/JS(RK)  
S.DAS (A)  
RB

Sir/Madam

Please find following enclosed DoP&T's letter No. 4/13/2026-FA(UN) dated 10.04.2026 on the subject cited above and request to forward it to all the Secretaries of the Ministries/Departments of Government of India and Chief Secretaries/ Administrators of all state Governments/Union Territories as the earliest through bulk-email system.

With Regards

AO, Admn.

Mayank Verma  
Section Officer [EO-FA(UN)]  
Deptt. of Personnel & Trg.  
Kartavya Bhavan-3, New Delhi

Secy-goi mailing list -- [secy-goi@ismgr.nic.in](mailto:secy-goi@ismgr.nic.in)  
To unsubscribe send an email to [secy-goi-leave@ismgr.nic.in](mailto:secy-goi-leave@ismgr.nic.in)

1 Attachment(s)

Ministere Japan.pdf  
849 KB

B

S. Sumit

4/5/26

S.No-1424  
5/5/26

No. 4/13/2026-FA(UN)  
Government of India  
Ministry of Personnel, Public Grievances and Pensions  
Department of Personnel and Training

\*\*\*

Kartavya Bhawan-3, New Delhi  
Dated: the 10<sup>th</sup> April, 2026

To,

1. The Chief Secretaries,  
All State Governments / Union Territories.
2. The Secretaries,  
All Ministries / Departments of the Government of India.

**Subject: Filling up of the post of Minister (Economic & Commercial), Embassy of India, Tokyo, Japan (Joint Secretary Level) under Department of Economic Affairs –reg.**

Sir/Madam,

It is proposed to fill up the post of Minister (Economic and Commercial), Embassy of India, Tokyo, Japan (Joint Secretary Level) under Department of Economic Affairs vice Ms. Debjani Chakrabarti, IAS (OD: 2002).

2. The Mandatory and Desirable qualifications for the post are mentioned hereunder:

**(A) Mandatory Qualifications:**

- 1) The officer must have been empanelled to hold Joint Secretary or equivalent posts at the Centre.
- 2) The Officer should be at least three (03) batches below the batch next considered for empanelment at the Additional Secretary level under Government of India.
- 3) The officer must have worked for at least two (02) years at the Centre under Central Staffing Scheme.
- 4) The officer should be clear from vigilance angle.
- 5) The officer should not have been debarred from Central Deputation.
- 6) The officer should have at least 'Very Good' service records. However, the preference will be given to officers who have 'Outstanding' service record with the grading point of 09 and above.
- 7) The officer should not be over 54 years of age.
- 8) The officer should not have been posted on an assignment in a foreign/captive post of the Government of India, earlier.
- 9) The officer should not have been nominated for foreign training or should not be on training or foreign assignment, currently.
- 10) The officer should not be on study leave or a long leave.

**(B) Desirable Qualifications:**

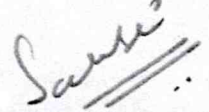
- (i) Experience in the areas of Trade, Commerce, Industry, Finance, Foreign Investment, Export Promotion, International Development Cooperation etc.
- (ii) Experience of working in the Department of Economic Affairs.

Contd...2/Pg.

3. This post may be circulated amongst the eligible officers and the names of willing and eligible officers, who can be spared by the State Governments/Ministries/Departments may be forwarded/e-mailed ([dirms@nic.in](mailto:dirms@nic.in)) to this Department/DoPT in the format prescribed and attached herewith along-with their **Cadre clearance, Vigilance clearance, detailed Bio-data and APAR Dossier/ certified APAR grading for the last five years**. It may also be ensured that the "Cooling Off" period, after a previous stint on deputation, if any, is complete and the officer is eligible to be appointed on the Central Deputation. In case, the officer is currently on central deputation under Central Staffing Scheme, the nomination may be forwarded with the approval of **Minister-in-Charge concerned and along-with their cadre clearance**. *Further, the Competent Authority may relax any of the conditions of eligibility in deserving cases.*

4. It is requested that the applications of the eligible candidates may please be forwarded, so as to reach this Department by **10<sup>th</sup> May, 2026**.

Yours faithfully,



(Sakshi Mittal)  
Director (SM)

E-mail: [dirms@nic.in](mailto:dirms@nic.in)

Encl.: As above.

Copy to:

1. Department of Economic Affairs (Ms. Anuradha Thakur, Secretary), Kartavya Bhawan-1, New Delhi.
2. NIC Cell, DoPT: With the request to publish the circular on Departmental website under "What's New" category.
3. PA to Director (SM): With a request to upload this circular through bulk-email system.

**Brief format regarding particulars of an officer for filling up of Foreign/Captive posts of the Government of India**

1.	Name of the officer					:	
2.	Service, Batch and Cadre (If an AIS officer)					:	
3.	Date of Birth					:	
4.	Contact Telephone No. (O) (R) (M)					:	
5.	Domicile of the officer					:	
6.	Category of the officer					:	
7.	Educational Qualifications					:	
8.	Date of joining the Government service					:	
9.	Present Designation and Pay Scale					:	
10.	Period of continuous appointment on the present post					:	
11.	Date of Superannuation					:	
12.	Whether Spouse is working in a Government Service;  A. Service of Spouse (If reply to above is Yes); B. Cadre of Spouse (If an AIS Officer);					:	
13.	Complete Experience/Posting Profile (Attached a separate sheet wherever required)					:	
Sl. No.	Period	Post held/Organization	Cadre post/Deputation post	Place of Posting	Brief Description		
14.	Whether clear from Vigilance angle					:	Yes/No
15.	Whether the officer has been on Central/Foreign deputation earlier. If so, please provide details of organization, nature of deputation and period (dates) of deputation					:	
16.	Whether the officer is debarred from deputation under the Central Staffing Scheme					:	

17. Certified that the above particulars are correct and complete.

**Signature of the applicant**

**Date:** \_\_\_\_\_

**Signature  
Name/Designation & Rubber Stamp  
of officer certifying the above Particulars**

**Note:**

Columns 1-13 to be filled in by the applicant.  
Columns 14-16 to be filled in by Ministry/Department/CCA concerned.

[Secy-goi] Filling up the post of Senior Adviser to the Executive Director, World Bank, Washington OC, USA (Joint Secretary level) for a period of three years under the Department of Economic Affairs

< secy-dg@icmr.gov.in >

DG. ICMR OFFICE

Diary No. : 1279660

Date : 14.04.26

JS(RW) | Sr. PM (A)

MAYANK VERMA < verma.mayank@gov.in >

Mon, 13 Apr 2026 5:43:52 PM +0530

To "secy-goi"<secy-goi@ismgr.nic.in>  
Cc "Hari Nath Prasad"<harinath.prasad@nic.in>

RB

Sir/Madam

Please find following enclosed DoP&T's letter No. 4/11/2026-FA(UN) dated 13.04.2026 on the subject cited above and request to forward it to all the Secretaries of the Ministries/Departments of Government of India and Chief Secretaries/Administrators of all state Governments/Union Territories as the earliest through bulk-email system.

With Regards

Mayank Verma  
Section Officer [EO-FA(UN)]  
Deptt. of Personnel & Trg.  
Kartavya Bhavan-3, New Delhi

AO, Admn.

Handwritten signature

Secy-goi mailing list -- [secy-goi@ismgr.nic.in](mailto:secy-goi@ismgr.nic.in)  
To unsubscribe send an email to [secy-goi-leave@ismgr.nic.in](mailto:secy-goi-leave@ismgr.nic.in)

1 Attachment(s)

HemangJani.pdf  
862.6 KB

Sh. Sumit  
4/15/26

JS No - 1422 / 5/5/26

No. 4/11/2026-FA(UN)  
Government of India  
Ministry of Personnel, Public Grievances and Pensions  
Department of Personnel and Training

\*\*\*\*\*

Kartavya Bhawan-3, New Delhi  
Dated, the ~~15<sup>th</sup>~~ April, 2026

To,

1. The Chief Secretaries,  
All State Governments/Union Territories.
2. The Secretaries,  
All Ministries/Departments of the Government of India.

**Subject:** Filling up the post of Senior Adviser to the Executive Director, World Bank, Washington DC, USA (Joint Secretary level) for a period of three years under the Department of Economic Affairs –reg.

Sir/Madam,

It is proposed to fill up the post of Senior Adviser to the Executive Director, World Bank, Washington DC, USA (Joint Secretary level) for a period of three years under the Department of Economic Affairs vice Sh. Hemang Jani.

2. The Mandatory and Desirable qualifications for the above post are as under:

**(A) Mandatory Qualifications:**

- (i) The Officer should have been empanelled to hold Joint Secretary or equivalent posts at the Centre.
- (ii) The officer should be at least 3 batches below the batch next considered for empanelment as Additional Secretary to Government of India.
- (iii) The officer must have worked for at least 2 years at the Centre under Central Staffing Scheme.
- (iv) The officer should be clear from vigilance angle.
- (v) The officer should not have been debarred from Central deputation.
- (vi) The officer should have at least "Very Good" Service record. However, preference would be given to officers who have 'Outstanding' service record with a grading of 9 and above.
- (vii) The officer should not be over 54 years of age.
- (viii) The officer should not have been posted on an assignment in a foreign/captive post of the Government of India, earlier.
- (ix) The officer should not have been nominated for foreign training or should not be on training or foreign assignment, currently.
- (x) The officer should not be on study leave or long leave.

**(B) Desirable Qualifications:**

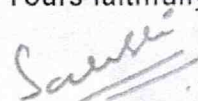
- (i) Experience in the areas related to Infrastructure Development/ International Trade/Public Finance in the Ministries/Departments of the Government of India or in the State Governments.
- (ii) Experience in Externally Aided Projects.
- (iii) Degree in Economics/Management/Public Finance/International Trade.

3. This post may be circulated amongst eligible officers and names of willing and eligible officers who can be spared by the State Governments/Ministries/Departments may be forwarded/emailed [dirsm@nic.in] to this Department in the format prescribed and attached herewith along-with **Cadre clearance, Vigilance clearance, detailed Bio-data and APAR Dossier/certified APAR gradings for the last five years**. It may also be ensured that the "Cooling Off", after a previous stint on deputation, if any, is complete and the officer is eligible to be appointed on Central Deputation. In case the officer is currently on deputation under Central Staffing Scheme, the nomination may be forwarded with the approval of the Minister-in-Charge concerned and along with cadre clearance. Further, *the Competent Authority may relax any of the conditions of eligibility in deserving cases*.

4. It is requested that the applications of the eligible candidates may please be forwarded, so as to reach this Department by **13<sup>th</sup> May, 2026**.

**Encl: As above**

Yours faithfully,



(Sakshi Mittal)  
Director (SM)

Email: dirsm@nic.in

**Copy to:**

1. Department of Economic Affairs (Ms. Anuradha Thakur, Secretary), Kartavya Bhawan-1, New Delhi.
2. NIC Cell, DoPT, for placing the circular on Departmental Website under "What's New?" Category.
3. PA to Deputy Secretary (SM): With a request to upload this circular through bulk-email system.

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6.	Category of the officer					:	
7.	Educational Qualifications					:	
8.	Date of joining the Government service					:	
9.	Present Designation and Pay Scale					:	
10.	Period of continuous appointment on the present post					:	
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12.	Whether Spouse is working in a Government Service; A. Service of Spouse (If reply to above is Yes); B. Cadre of Spouse (If an AIS Officer);					:	
13.	Complete Experience/Posting Profile (Attached a separate sheet wherever required)					:	
Sl. No.	Period	Post held/Organization	Cadre post/Deputation post	Place of Posting	Brief Description		
14.	Whether clear from Vigilance angle					:	Yes/No
15.	Whether the officer has been on Central/Foreign deputation earlier. If so, please provide details of organization, nature of deputation and period (dates) of deputation					:	
16.	Whether the officer is debarred from deputation under the Central Staffing Scheme					:	

17. Certified that the above particulars are correct and complete.

Signature of the applicant

Date: \_\_\_\_\_

Signature  
Name/Designation & Rubber Stamp  
of officer certifying the above Particulars

**Note:**

Columns 1-13 to be filled in by the applicant.  
Columns 14-16 to be filled in by Ministry/Department/CCA concerned.