

No. N-11021/1/2025-HFA-V-MoHUA (FTS-9189321)

Government of India

Ministry of Housing and Urban Affairs

(HFA-V Division)

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Room No. 3, Technical Cell, Gate No.7,

Nirman Bhawan, New Delhi-110011

Dated 28.07.2025

**OFFICE MEMORANDUM**

Subject: **Filling up of the post of Executive Director, Building Materials and Technology Promotion Council (BMTPC) through Direct Recruitment failing which by deputation - reg.**

The undersigned is directed to refer to the subject mentioned above and to state that this Ministry is in the process of filling up of the post of Executive Director (ED), Building Materials and Technology Promotion Council (BMTPC), New Delhi, an autonomous body under administrative control of this Ministry. The advertisement for the said post is attached herewith. This advertisement has been published in employment news (**copy enclosed**) w.e.f. 26.07.2025. The important dates are as follows:

Application start date - 26.07.2025

Application end date - 23.08.2025

2. It is requested that the advertisement for filling up of the post of Executive Director (ED), Building Materials and Technology Promotion Council (BMTPC) (**enclosed**) be uploaded on the website of this Ministry and e-office Notice Board along with all attachments.

  
(B.K. Mandal)

Under Secretary to the Govt. of India

Tel.: 011-23063285

E-mail: [clsshfa5@yahoo.com](mailto:clsshfa5@yahoo.com)

**Encl.: As above.**

To,

IT Cell, MoHUA, E-mail: [g.abhinav@nic.in](mailto:g.abhinav@nic.in)

**Copy for information to:**

1. The Technical Director, NIC, Department of Personnel & Training (DoPT), North Block, New Delhi-110001 for uploading this advertisement on the website of DoPT, E-mail: [persinfotech@nic.in](mailto:persinfotech@nic.in), [diracc@nic.in](mailto:diracc@nic.in)
2. The Executive Director, BMTPC, New Delhi-110003, for uploading this advertisement on the website of BMTPC, E-mail: [shailesh.agrawal@gov.in](mailto:shailesh.agrawal@gov.in), [ed.1sec.1@gmail.com](mailto:ed.1sec.1@gmail.com),

F. No. N-11021/1/2025-HFA-V-MoHUA (FTS-9189321)

Government of India  
Ministry of Housing and Urban Affairs  
(HFA-V Division)

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Room No.3, Technical Cell, Gate No.7,  
Nirman Bhawan, New Delhi-110011  
Dated: 26.07.2025

**Subject: Filling up of the post of Executive Director, Building Materials and Technology Promotion Council (BMTPC) through Direct Recruitment failing which by deputation - reg.**

The Ministry of Housing and Urban Affairs (MoHUA) invites applications for the post of Executive Director (ED), Building Materials and Technology Promotion Council (BMTPC), a not-for-profit autonomous body under MoHUA, Government of India.

**The main aims and objectives of BMTPC are as under:**

- To promote development, standardisation, mechanisation and large scale field application of proven innovative and emerging building materials and technologies in the construction sector,
- To work as a Training Resource Centre for capacity building and promotion of good construction practices to professionals, construction agencies, artisans and marketing of building technologies from lab to land,
- To promote methodologies and technologies for natural disaster mitigation, vulnerability & risk reduction and retrofitting/reconstruction of buildings and disaster resistant planning for human settlements,
- To undertake project management and consultancy services including appraisal, monitoring and third party inspection of housing projects under the various Central/State Schemes.

**Qualification and Experience:**

Mode of Appointment	Qualification	Experience	Remarks
Direct Recruitment	<u>Essential Qualification:</u> Graduation degree from a recognized University or equivalent in any of the following:  a. Civil Engineering b. Mechanical Engineering c. Chemical Engineering d. Architecture	18 years experience out of which at least 5 years in the managerial capacity in an organization dealing with building materials and low-cost housing technology.	Direct Recruitment will be on a fixed tenure basis for a period of 5 years.



	<u>Desirable Qualification</u> (a) Masters Degree in one of the above disciplines, (b) Research/teaching in the field of building materials and low-cost housing technology, (c) Should have specialized in handling any low-cost housing project or have managed building materials unit.		
<b>Deputation</b>	Officers in the pay band of Rs. 37400-87000 plus grade pay of 8700/- or above with 5 years of regular service in that grade in Government of India or equivalent in the IDA pattern in the grade and possessing degree in Civil Engineering/ Mechanical Engineering/Chemical Engineering/Architecture	-	Period of Deputation will not ordinarily exceed five years.

**Job Description:** Executive Director is responsible to carry on the work of the Council under the control of the Board of Management and the Executive Committee in accordance with the Rules and Bye-laws for the administration and management of the Council. Executive Director gives direction to all members of the staff of the Council while exercising general supervision over the programme of the Council. Additionally, he/she is also responsible for sanctioning of all expenditure within the budget grant and finalise the Annual Report of the Council, with the approval of the Executive Committee/Board of Management.

**Scale of Pay:** The post of Executive Director is in the Level-14 of the Pay Matrix (as per 7<sup>th</sup> CPC) and other allowances are as per the rules applicable to the Central Government employee notified by the Government of India from time to time.

**Age limit:** Not exceeding 55 years for direct recruitment and not exceeding 56 years for deputation on the closing date of application.

**Selection process:** Persons interested in this post are requested to send their application in the pro-forma at Annexure. The application complete in all respects should be addressed to the **Under Secretary (HFA-V), Ministry of Housing and Urban Affairs, Room No. 3, Technical Cell, Gate No.7, Nirman Bhawan, New Delhi-110011 and should reach within 4 weeks from the date of publication of the advertisement in Employment News.** Details and format relating to the post may be downloaded from the website of MoHUA i.e. [www.mohua.gov.in](http://www.mohua.gov.in), website of BMTPC i.e.

[www.bmtpc.org](http://www.bmtpc.org) and Department of Personnel & Training (DoPT) i.e.  
[www.persmin.gov.in](http://www.persmin.gov.in).



(B.K. Mandal)

Under Secretary to the Govt. of India

Tel.: 011-23063285

E-mail: [clsshfa5@yahoo.com](mailto:clsshfa5@yahoo.com)

### General Conditions:

- I. The Ministry reserves the right to cancel the recruitment at any stage without assigning any reason.
- II. The prescribed essential qualifications are minimum and the mere possession of the same does not entitle candidates to be called for interview. If the number of applications received in response to advertisement is large, it shall not be convenient/ possible for the Selection Committee to consider/interview all the candidates. The Ministry reserves the right to restrict the number of candidates to be considered/called for interview to a reasonable limit on the basis of desirable qualifications and/or experience. No correspondence shall be entertained with candidates who are not called for interview/selected for appointment. Canvassing in any form will result in disqualification of candidature.
- III. Experience will be counted after completion of essential academic qualifications.
- IV. **How To Apply:** Applications should be neatly typed on thick plain paper (A-4) in the prescribed format given at **Annexure**:
  - a. Candidates working in Government/Semi-Government Department/Public Sector Undertaking/Autonomous/Statutory organization should apply through proper channel.
  - b. Copies of certificates in support of educational qualifications, date of birth, disability (OH, PH), community (in case of SC/ST/OBC candidates only) and experience should be attached with the application. Candidates will have to produce the original certificates as and when required.
  - c. Applications received after the closing date or received incomplete in any respect are liable to be summarily rejected. No representation against such rejection shall be entertained.
  - d. Applicants should clearly mention the mode of appointment (Direct Recruitment/Deputation) for which they are applying, failing which the application shall be summarily rejected.
  - e. Completed applications should be sent to the **Under Secretary (HFA-V), Ministry of Housing and Urban Affairs, Room No. 3, Technical Cell, Gate No.7, Nirman Bhawan, New Delhi-110011**, in a cover super scribed **"Application For The Post of Executive Director, BMTPC"** within 4 weeks from the date of publication of the advertisement in Employment News.

This advertisement is also available on DoPT's website [www.persmin.nic.in](http://www.persmin.nic.in), MoHUA's website [www.mohua.gov.in](http://www.mohua.gov.in) and BMTPC's website [www.bmtpc.org](http://www.bmtpc.org)

  
(B.K. Mandal)

Under Secretary to the Govt. of India



**Annexure**

**FORMAT OF APPLICATION FOR THE POST OF EXECUTIVE DIRECTOR, BMTPC**

Affix passport size  
photograph

1.	Name in full (in block letters)						
2.	Father's/Spouse's name						
3.	(a) Date of Birth				Date	Month	Year
	(b) Age as on closing date						
4.	Nationality						
5.	Religion						
6.	Category (SC/ST/OBC/PH/General)						
7.	Whether documentary proof from the appropriate authority in support of your claim being SC/ST/OBC/ PH is enclosed (please tick)				Yes	No	
8.	Address for correspondence (in block letters with pin code)						
9.	Permanent address (in block letters)						
10.	Contact mobile number/E-mail id				Mobile: E-mail:		
11.	Educational Qualification (in chronological order from 10 <sup>th</sup> standard onwards)						
	S. No.	Courses Passed	University/Institution/Board	Year of Passing	Subjects taken	Result with Division/Class	
12.	Professional Training						
	Organization		Period			Details of Training	
			From		To		

13. Employment records (in chronological order starting with the first job)					
	Name and address of employer/institution	Period		Designation of post held and scale of pay	Nature of Work and level of responsibilities
		From	To		
14. Details of last employment held:					
(i) Permanent/Temporary/Ad-hoc					
(ii) Scale of Pay and Basic Pay					
(iii) Other Allowances					
(iv) Total Salary (ii+iii)					
(v) Whether your organization is a Central Government organization or State Government organization or Central Autonomous Institution or Central Government Undertaking or State Government Undertaking or Statutory Body or University or any other - please specify					
15. Details of research work/experience, if any					
16. Specialization with reference to experience desired for the post					
17. Whether application to be considered for Direct Recruitment or Deputation?					
18. Remarks – any other information you may wish to add (list of publications, membership of learned societies, awards and recognition, etc.)					
19. Details of enclosures					

19. Declaration:

I certify that the above information is correct and complete to the best of my knowledge and belief and nothing has been concealed/distorted. If at any time, I am found to have concealed/distorted any material/information, my appointment shall be liable to be summarily terminated without notice/compensation.

(Name and Signature of Candidate)

Place:

Date:

**Certificate to be given by the Head of Organization/Office**

(If the applicant is an employee of Central Government organization/State Government organization/Central Autonomous Institution/Central Government Undertaking/State Government Undertaking/Statutory Body/University)

Certified that the above particulars have been verified and found to be correct. It is also certified that no disciplinary/vigilance proceedings are either pending or contemplated against the officer. He/she has not been awarded any major/minor penalty during the last 10 years. His/Her up-to-date CR Dossier (including ACRS/APARs for the last 5 years) is enclosed. The integrity of the officer is also certified.

(Name and Signature of the Head of the Organization/Office with Office Seal)

Place:

Date:



F. No. N-11021/1/2025-HFA-V-MoHUA (FTS-9189321)

Government of India

**Ministry of Housing and Urban Affairs**

(HFA-V Division)

Room No. 3, Technical Cell, Gate No. 7, Nirman Bhawan, New Delhi-110011

The Ministry of Housing and Urban Affairs (MoHUA) invites applications for the post of **Executive Director (ED)**, Building Materials and Technology Promotion Council (BMTPC), a not-for-profit autonomous body under MoHUA, Government of India through Direct Recruitment falling which by deputation.

The main aims and objectives of BMTPC are as under:

- To promote development, standardisation, mechanisation and large scale field application of proven innovative and emerging building materials and technologies in the construction sector;
- To work as a Training Resource Centre for capacity building and promotion of good construction practices to professionals, construction agencies, artisans and marketing of building technologies from lab to land;
- To promote methodologies and technologies for natural disaster mitigation, vulnerability & risk reduction and retrofitting/reconstruction of buildings and disaster resistant planning for human settlements;
- To undertake project management and consultancy services including appraisal, monitoring and third party inspection of housing projects under the various Central/ State Schemes.

Qualification and Experience :

Mode of Appointment	Qualification	Experience	Remarks
<b>Direct Recruitment</b>	<b>Essential Qualification:</b> Graduation degree from a recognized University or equivalent in any of the following: a. Civil Engineering b. Mechanical Engineering c. Chemical Engineering d. Architecture <b>Desirable Qualification</b> (a) Masters Degree in one of the above disciplines, (b) Research/teaching in the field of building materials and lowcost housing technology, (c) Should have specialized in handling any low-cost housing project or have managed building materials unit.	18 years experience out of which at least 5 years in the managerial capacity in an organization dealing with building materials and lowcost housing technology.	Direct Recruitment will be on a fixed tenure basis for a period of 5 years.
<b>Deputation</b>	Officers in the pay band of Rs. 37400-87000 plus grade pay of 8700/- or above with 5 years of regular service in that grade in Government of India or equivalent in the IDA pattern in the grade and possessing degree in Civil Engineering/Mechanical Engineering/Chemical Engineering/Architecture.	-	Period of Deputation will not ordinarily exceed five years.

**Job Description :** Executive Director is responsible to carry on the work of the Council under the control of the Board of Management and the Executive Committee in accordance with the Rules and Bye-laws for the administration and management of the Council. Executive Director gives direction to all members of the staff of the Council while exercising general supervision over the programme of the Council. Additionally, he/she is also responsible for sanctioning of all expenditure within the budget grant and finalise the Annual Report of the Council, with the approval of the Executive Committee/ Board of Management.

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**Selection Process :** Persons interested in this post are requested to send their application in the pro-forma at Annexure. The application complete in all respects should be addressed to the Under Secretary (HFA-V), Ministry of Housing and Urban Affairs, Room No. 3, Technical Cell, Gate No.7, Nirman Bhawan, New Delhi-110011 and should reach within 4 weeks from the date of publication of the advertisement in Employment News. Details and format relating to the post may be downloaded from the website of MoHUA i.e. [www.mohua.gov.in](http://www.mohua.gov.in), website of BMTPC i.e. [www.bmtpc.org](http://www.bmtpc.org) and Department of Personnel & Training (DoPT) i.e. [www.persmin.gov.in](http://www.persmin.gov.in).

**General Conditions :**

- The Ministry reserves the right to cancel the recruitment at any stage without assigning any reason.
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- Experience will be counted after completion of essential academic qualifications.
- How To Apply:** Applications should be neatly typed on thick plain paper (A-4) in the prescribed format given at Annexure:

- Candidates working in Government/Semi-Government Department/Public Sector Undertaking/Autonomous/Statutory Organization should apply through proper channel.
- Copies of certificates in support of educational qualifications, date of birth, disability (OH, PH), community (in case of SC/ST/OBC candidates only) and experience should be attached with the application. Candidates will have to produce the original certificates as and when required.
- Applications received after the closing date or received incomplete in any respect are liable to be summarily rejected. No representation against such rejection shall be entertained.
- Applicants should clearly mention the mode of appointment (Direct Recruitment/ Deputation) for which they are applying, failing which the application shall be summarily rejected.
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Annexure

**FORMAT OF APPLICATION FOR THE POST OF  
EXECUTIVE DIRECTOR, BMTPC**

Affix  
passport size  
photograph

1.	Name in full (in block letters)				
2.	Father's/Spouse's name				
3.	(a) Date of Birth	Date	Month	Year	
	(b) Age as on closing date				
4.	Nationality				
5.	Religion				
6.	Category (SC/ST/OBC/PH/General)				
7.	Whether documentary proof from the appropriate authority in support of your claim being SC/ST/OBC/ PH is enclosed (please tick)	Yes		No	
8.	Address for correspondence (in block letters with pin code)				
9.	Permanent address (in block letters)				
10.	Contact mobile number/E-mail id	Mobile:		E-mail:	
11.	Educational Qualification (in chronological order from 10th standard onwards)				
	S. No.	Courses Passed	University/ Institution/ Board	Year of Passing	Subjects taken
					Result with Division/ Class
12.	Professional Training				
	Organization	Period		Details of Training	
		From	To		
13.	Employment records (in chronological order starting with the first job)				
	Name and address of employer/ institution	Period		Designation of post held and scale of pay	Nature of Work and level of responsibilities
		From	To		
14.	Details of last employment held: (i) Permanent/Temporary/Ad-hoc (ii) Scale of Pay and Basic Pay (iii) Other Allowances (iv) Total Salary (ii+iii) (v) Whether your organization is a Central Government Organization or State Government Organization or Central Autonomous Institution or Central Government Undertaking or State Government Undertaking or Statutory Body or University or any other - please specify				
15.	Details of research work/experience, if any				

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## Sainik School Balachadi, Jamnagar (Gujarat)

Under the aegis of Sainik Schools Society, Ministry of Defence

(English Medium Residential School, CBSE Affiliated)

1. Applications are invited for the following vacancies at Sainik School Balachadi, Jamnagar on Regular Basis and Contractual Basis:-

Sr No.	Name of Post, Age Limit, Salary	Education Qualification
1.	<b>TGT Gujarati: 01</b> <b>Regular Basis</b> <b>Reserved for OBC</b> <b>Age: Between 21 and 35 years as on 01 Nov 2025</b> <b>Pay Level 07, Cell 1 Rs. 44900/-</b>	<b>Essential Qualification</b> (i) Graduation with Gujarati as main subject and B.Ed in relevant subject from recognised University / Institute with at least 50% marks in aggregate or B.A., B.Ed in Gujarati as Main Subject from Regional College of Education with at least 50% marks in aggregate. (ii) Pass in CTET Paper-2 conducted by CBSE /Pass in TET conducted by appropriate Government in accordance with the guidelines framed by NCTE for the purpose. <b>Desirable:</b> (i) Preference will be given for Teaching experience of 2 years in CBSE affiliated English Medium School, preferably residential. (ii) Higher Qualifications. (iii) Achievements in NCC/Sports/Extra-Curricular activities etc.
2.	<b>Lower Division Clerk - 01 Vacancy</b> <b>Regular Basis</b> <b>Age: Between 18 - 50 yrs as on 01 Nov 2025</b> <b>Pay Level 2, Cell 1 Rs. 19900/-</b>	<b>Essential Qualification</b> (i) Matriculation. (ii) Typing Speed at least 40 WPM in English. (iii) Knowledge of shorthand and ability to correspond in English will be considered as an additional qualification.
3.	<b>School Medical Officer - 01 Vacancy</b> <b>Contractual Basis for a period of one year only. Age: Between 21 - 50 yrs as on 01 Nov 2025</b> <b>Consolidated Salary Rs. 47,600/- per month with rent free accommodation and free essential furniture.</b>	<b>Essential Qualification:</b> MBBS Degree. He must reside in the campus and attend to the Medical Emergencies at all hours of the day and night. Private Practice not allowed.
4.	<b>Physical Training Instructor cum Matron (Female) : 01 Vacancy</b> <b>Contractual Basis for a period of one year. Age: Between 21 and 35 years as on 01 Nov 2025</b> <b>Consolidated Salary: Rs. 25,000/- per month (except vacation period) with rent free suitable accommodation and Free Messing with Cadets.</b>	<b>Essential Qualification</b> BP. Ed (Bachelor of Physical Education), from recognised University. OR Three years Graduation + Diploma in Physical Education from a recognised University. <b>Desirable:</b> Experience in Residential School will be preferred.
5.	<b>PGT Physics: 01 Vacancy</b> <b>Contractual Basis for a period of one year. Age: Between 21 - 40 yrs as on 01 Nov 2025</b> <b>Consolidated Salary: Rs. 47,600/- per month (except vacation period) with rent free suitable accommodation and Free Messing with Cadets.</b>	<b>Essential</b> (i) Integrated Post Graduate M.Sc. B.Ed. from Regional College of Education of NCERT in the Physics or Master's Degree from a recognized university with at least 50% marks in aggregate in Physics. (ii) B.Ed or equivalent qualification from a recognised University. <b>Desirable:</b> (i) Preference will be given for Teaching experience of 2 years in CBSE affiliated English Medium School, preferably residential. (ii) Higher Qualifications. (iii) Achievements in NCC/Sports Extra-Curricular activities etc.
6.	<b>TGT Hindi: 01 Vacancy</b> <b>Contractual Basis for a period of one year. Age: Between 21-35 yrs as on 01 Nov 2025</b> <b>Consolidated Salary: Rs. 44,900/- per month (except vacation period) with rent free suitable accommodation and Free Messing with Cadets.</b>	<b>Essential Qualification</b> (i) Graduation with Hindi as main subject and B.Ed in relevant subject from recognised University / Institute or with at least 50% marks or Four years' integrated B.A. B.Ed. in Hindi as Main Subject from Regional College of Education with at least 50% marks. (ii) Pass in CTET Paper-2 conducted by CBSE /Pass in TET conducted by appropriate Government in accordance with the guidelines framed by NCTE for the purpose. <b>Desirable</b> (i) Preference will be given for Teaching experience of 2 years in CBSE affiliated English Medium School, preferably residential. (ii) Higher Qualifications. (iii) Achievements in NCC/Sports Extra-Curricular activities etc.
7.	<b>TGT English : 01 Vacancy</b> <b>Contractual Basis for a period of one year. Age: Between 21-35 yrs as on 01 Nov 2025</b> <b>Consolidated Salary : Rs. 44,900/- per month (except vacation period) with rent free suitable accommodation and Free Messing with Cadets.</b>	<b>Essential Qualification</b> (i) Graduation with English Literature as main subject and B.Ed in relevant subject from recognised University / Institute with at least 50% marks in aggregate or Four years' integrated B.A. B.Ed. in English Literature as Main Subject from Regional College of Education with at least 50% marks in aggregate. (ii) Pass in CTET Paper-2 conducted by CBSE /Pass in TET conducted by appropriate Government in accordance with the guidelines framed by NCTE for the purpose. <b>Desirable</b> (i) Preference will be given for Teaching experience of 2 years in CBSE affiliated English Medium School, preferably residential. (ii) Higher Qualifications. (iii) Achievements in NCC/Sports/Extra-Curricular activities etc.

2. Allowances and Perquisites for the Regular post of TGT Gujarati and Lower Division Clerk in addition to allowances as approved by the Sainik Schools Society (Ministry of Defence), incumbents are entitled to free accommodation as available, LTC, Pension (as per New Pension Scheme), Gratuity and subsidized education for two children for regular staff, subject to fulfilling minimum eligibility criteria. Other allowances and benefits will be provided as per Sainik Schools Society Rules and Regulations, 1997 as amended time to time. 3. Interested candidate may apply to the Principal, Sainik School Balachadi, Jamnagar -361230 within 21 days after publication of advertisement along with one passport size photograph, Bio-data, self attested photocopies of Certificates / Testimonials, Demand Draft of Rs. 400/- (Non-Refundable) in favour of Principal, Sainik School Balachadi payable at Jamnagar and self-addressed envelope affixed with Rs. 30/- Stamps. Eligible and shortlisted candidates will be called for Selection process on a date to be intimated later. No TA/DA is admissible to the candidates called for Selection process. The School administration reserves the right to cancel the vacancy due to administrative / policy reasons. Applications without Demand Draft and received after last date of receipt will not be accepted and rejected / returned thereof. 4. Employment conditions/ Service Rules are in consonance with Sainik Schools Society Rules and Regulations. Selected candidates should be ready to accept responsibilities in residential School. 5. For application form and other details you may visit school website [www.ssbalachadi.org](http://www.ssbalachadi.org).  
EN 17/24

Principal

Continued from page 24

16.	Specialization with reference to experience desired for the post
17.	Whether application to be considered for Direct Recruitment or Deputation?
18.	Remarks – any other information you may wish to add (list of publications, membership of learned societies, awards and recognition, etc.)
19.	Details of enclosures

19. Declaration: I certify that the above information is correct and complete to the best of my knowledge and belief and nothing has been concealed/distorted. If at any time, I am found to have concealed/distorted any material information, my appointment shall be liable to be summarily

terminated without notice/compensation.

Place : .....

(Name and Signature of Candidate)

Date : .....

**Certificate to be given by the Head of Organization/Office**

(If the applicant is an employee of Central Government Organization/State Government Organization/Central Autonomous Institution/Central Government Undertaking/State Government Undertaking/Statutory Body/University)

Certified that the above particulars have been verified and found to be correct. It is also certified that no disciplinary/vigilance proceedings are either pending or contemplated against the officer. He/she has not been awarded any major/minor penalty during the last 10 years. His/Her up-to-date CR Dossier (including ACRS/APARs for the last 5 years) is enclosed. The integrity of the officer is also certified.

Place : .....

(Name and Signature of the Head of the

Organization/Office with Office Seal)

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