2020 IN THE HIGH COURT AT CALCUTTA APPELLATE SIDE

No.4583-A

Dated, Calcutta, the 1st December, 2020

From: Bibhas Ranjan De,

Registrar (Judicial Service), High Court, Appellate Side,

Calcutta.

To:

1) The District Judge of all Districts including Andaman & Nicobar Islands

2) The Chief Judge, City Civil Court, Calcutta

3) The Chief Judge, City Sessions Court, Calcutta

4) The Chief Judge, Presidency Small Causes Court, Calcutta

5) The Secretary, Judicial Department, Govt. of West Bengal

6) Director, West Bengal Judicial Academy

Sub.: Vacancy Circular being No. F. No.2(92)/2019/AFT/PB/Adm-II for Filling up of posts in various categories in Armed Forces Tribunal.

Sir,

With reference to the subject captioned above, I am directed to inform that a vacancy circular being No. F. No.2(92)/2019/AFT/PB/Adm-II dated. 19.10.2020, along with its enclosures received from Ministry of Defence, Armed Forces Tribunal, Principal Bench inviting willingness for filling up of vacancies in various categories on deputation basis for a period of three years in the Ministry of Defence, Armed Forces Tribunal, Principal Bench, New Delhi and its Regional Benches has been uploaded in its website (www.aftdelhi.nic.in) and is being uploaded in the website of the Hon'ble Court (www.calcuttahighcourt.nic.in) for information of the officers of West Bengal Judicial Service, who are fulfilling the eligibility criteria as mentiond therein.

In this context, I am to request you to inform the eligible judicial officers to visit the website of the High Court at Calcutta, download the content and, if willing, to forward their filled in application (in prescribed proforma), alongwith requisites, as sought for, to reach the Hon'ble Court **on or before 07.12.2020** for further necessary action in the matter at this end.

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Registrar (Judicial Service)

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GOVERNMENT OF INDIA MINISTRY OF DEFENCE ARMED FORCES TRIBUNAL, PRINCIPAL BENCH

Phone: 26105124 Fax No: 26105361 West Block - VIII Sector – I, R.K.Puram New Delhi – 110 066

F. No. 2(92)/2019/AFT/PB/Adm-II

Dated: 19 October, 2020

CIRCULAR

Applications are invited for filling up the posts of Financial Adviser and Chief Accounts Officer, Registrar, Joint Registrar, Dy. Registrar, Principal Private Secretary, Private Secretary, Section Officer/Tribunal Officer, Assistant, Tribunal Master/Steno Grade-1', Junior Accounts Officer, and Upper Division Clerk in the Armed Forces Tribunal, Principal Bench, New Delhi and Regional Benches at Chandigarh, Chennai, Guwahati, Jabalpur, Jaipur, Kolkata, Kochi, Lucknow, Mumbai and Jammu on deputation basis for a period of three years from suitable candidates, who fulfill the eligibility conditions:-

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	Name of the Post	No. of Post	Pay scale (Rs.)	Eligibility conditions
01.		Principal Bench - 01	Pay Matrix Level-13	Officers of organised accounts cadre of the Central Government: (i) holding analogous posts on regular basis; or (ii) with five years regular service in the level-12 in the pay matrix (Rs. 78800-209200). Note -1: The period of deputation including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or other organisation or Department of the Central Govt. shall not ordinarily exceed five years.
02	Registrar (General Central Service Group 'A' Gazetted, Non-Ministerial)	Bench-01	Pay Matrix Level-13	Officers of Central Government or State Governments or Supreme Court or High Courts or District Courts or Statutory/Autonomous bodies having pensionary benefits or Judge Advocate General Branch of Army, Navy & Air Force and other similar institutions: (a) (i) holding analogous post on regular basis in the parent cadre or Department; or (ii) five years' regular service in the parent cadre or Department in Level-12 of the Pay Matrix; and (b) holding degree in law from a recognised University.
				Note: The period of deputation including the period of deputation in another ex-cadre post helimmediately preceding this appointment in the same or some other Organization or department of the Central Government shall not ordinarily exceed four years.

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05.	Deputy Controller of Accounts (General Central Services Group 'A' Gazetted Non-Ministerial)	Principal Bench-01	Pay Matrix Level - 11	Officer of the organised Accounts Cadre of the Central Government:- (i) holding analogous posts on regular basis; or (ii) with five years of regular service in Level-10 in the pay matrix (Rs. 56100-177500). Note: The period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other Organization or department of the Central Government shall not ordinarily exceed three years.
	Principal Private Secretary (General Central Services Group 'A' Gazetted, Ministerial)	Principal Bench – 03 Chandigarh Bench – 03 Jabalpur Bench – 02 Kochi Bench – 01 Kolkata Bench – 02 Lucknow Bench – 03 Mumbai Bench – 02 Jammu Bench – 02 Total = 18	Pay Matrix Level - 11	Stenographers in Central Government or State Governments or Supreme Court or High Courts or District Courts or Statutory/Autonomous bodies having pensionary benefits: (a) holding analogous post on regular basis in parent cadre or department; or (b) with six years regular service in the parent cadre or department in posts in Level - 8 of the Pay Matrix; or (c) with seven years in regular service in the parent cadre or department in posts in Level - 7 of the Pay Matrix. Desirable: - Knowledge in computer operation. Note: The period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other Organization or department of the Central Government shall not ordinarily exceed three years.

07.	Assistant Registrar (Protocol)	Principal Bench – 01	Pay Matrix Level - 9	Officers working under Central Government or State Government or Supreme Court or High Court or Subordinate Courts or Statutory/Autonomous bodies having pensionary benefits:
	(General Central Service,			(a) Holding (i) analogous post on regular basis in parent cadre or department; or
	Group 'B' Gazetted Non-Ministerial)			(ii) post in level 8 or the pay matrix (Rs. 47600-151100) with two years regular service in grade, or
				(iii) post in level 7 of the pay matrix (44900-142400) with three years regular service in the grade; and
				(b) Essential : possessing the following educational qualifications and experience, namely
				(i) degree of a recognized University or equivalent; and (ii) having 2 years experience in protocol related work.
				Desirable : Degree in Law and having experience in protocol work.
	•			Note: The period of deputation including the period of deputation in another ex cadre post held immediately preceding this appointment in the same or some other organisation/department or the Central Government shall ordinarily not exceed three years and the maximum age-limit for deputationist shall not be exceeding the age of 56 years on the last date of receipt of applications.
08.	Private Secretary	Principal Br.nch –02 Chennai	Pay Matrix Level - 7	Stenographers in Central Government or State Governments or Supreme Court or High Courts or Subordinate Courts or Statutory/Autonomous
	(General Central Services Group 'B' Gazetted, Ministerial)	Bench-01		bodies having pensionary benefits, holding: (i) analogous post on regular basis in parent
		Guwahati Bench-01		cadre or department; or
	f	Jabalpur Bench-01	-	(ii) a post in Level- 6 of the Pay Matrix with five years' regular service in the grade.
		Jaipur Bench – 01		Note: The period of deputation including the period of deputation (including short term contract) in another ex-cadre post held
		Kolkata Bench-01		immediately preceding the appointment in the same or some other Organization or department
		Mumbai Bench – 01	·	of the Central Government shall not ordinarily exceed three years.
		Total = 08		

09.	Section Officer/ Tribunal Officer (General Central Services Group 'B' Gazetted, Non-Ministerial)	Principal Bench-04 Chandigarh Bench-02 Guwahati Bench- 03 Jaipur Bench-02 Kolkata Bench – 02	Pay Matrix Level - 7	Persons working under Central Government or State Governments or Supreme Court or High Courts or Subordinate Courts or Statutory/Autonomous bodies having pensionary benefits: (a) (i) holding analogous post on regular basis in parent cadre or department; or (ii) a post in Level- 6 of the Pay Matrix with five years' regular service in the grade, and (b) possessing the following educational
		Mumbai Bench – 01 Jammu	·	qualifications and experience: (i) Degree of a recognized University; and (ii) Having 2 years experience in personnel,
		Bench-01	-	administrative or judicial work.
		Total = 15		Desirable : Degree of Law.
×		·		Note: The period of deputation including the period of deputation (including short term contract) in another ex-cadre post held immediately preceding the appointment in the same or some other Organization or department of the Central Government shall not ordinarily exceed three years.
10.	Assistant	Principal Bench -01	Pay Matrix Level - 6	Officials working under Central Government or State Governments or Supreme Court or High
	(General Central Service, Group 'B'	Chennai Bench-01		Courts or Subordinate Courts or Statutory/ Autonomous bodies having pensionary benefits:
	Non-Gazetted Ministerial)	Guwahati Bench – 01		(a) (i) holding analogous post on regular basis in parent cadre or department; or
		Jaipur Bench – 02 Lucknow	, .	(ii) Upper Division Clerks in level 4 of the pay matrix with 10 years regular service in the grade in Central Government or
		Bench - 03		State Governments or Supreme Court or High Courts or Subordinate Courts.
		Mumbai Bench – 01		(b) (i) Possessing Degree from recognised University; and
		Total = 09	9	(ii) having 2 years' experience in establishment, administration or Accounts.
			·	Note: The periori of deputation including the period of deputation (including short term contract) in another ex-cadre post held immediately preceding the appointment in the same or some other Organization or department of the Central Government shall not ordinarily
				exceed three years.

11.	Tribunal Master/ Stenographer Grade-'l' (General Central Services Group 'B' Non Gazetted Ministerial)	Principal Bench – 05 Chandigarh Bench – 05 Chennai Bench – 01 Jabalpur Bench-01 Kochi Bench-02 Kolkata Bench – 01 Lucknow Bench – 04 Mumbai Bench – 02 Jammu Bench – 01 Total = 22	Pay Matrix Level - 6	Stenographers of the Central Government or Armed Forces or State Governments or Supreme Court or High Courts or District Courts or Statutory/Autonomous bodies having pensionary benefits holding: (i) the analogous post on regular basis in parent cadre or department; or (ii) post in Level 4 of the Pay Matrix with 10 years' regular service in the grade. Note: The period of deputation including the period of deputation (including short term contract) in another ex-cadre post held immediately preceding the appointment in the same or some other Organization or department of the Central Government shall not ordinarily exceed three years.
12.	Junior Accounts Officer (General Central Services Group 'B' Non- Gazetted, Non-Ministerial)	Principal Bench – 02 Chandigarh Bench-01 Chennai Bench – 01 Guwahati Bench-01 Jabalpur Bench-01 Kochi Bench-01 Lucknow Bench – 01 Mumbai Bench-01	Pay Matrix Level - 6	Officers under the Central Government: (a) (i) holding analogous posts on regular basis in the parent cadre or Department; or (ii) with six years service in the level-5 in the Pay Matrix within rendered after appointment thereto on regular basis, and (b) who have under gone training in cash and accounts work in the institute of Secretariat training and management or an equivalent course from a recognised institute and having two years experience of cash accounts and budget work.
13.	Upper Division Clerk (General Central Services Group 'C' Non- Gazetted, Ministerial)	Total = 09 Chennai Bench - 01 Guwahati Bench - 02 Jaipur Bench - 01 Kochi Bench-01 Kolkata Bench - 03 Mumbai Bench-03 Jammu Bench - 01 Total = 12	Pay Matrix Level - 4	Officials working under Central Government or State Governments or Tribunal or Commission or Statutory bodies or Courts: (i) holding analogous post on regular basis; or (ii) holding the post in the Pay Matrix Level-2 with eight years regular service in the grade.
<u></u> -	The new of the			will be governed by DoD&T O.M. No. 6/8/2000

^{2.} The pay of the officer selected on deputation basis will be governed by DoP&T O.M. No. 6/8/2009-Estt(Pay-II) dated 17.06.2010, as amended from time to time.

- 3. () The departmental officers in the feeder grade who are in direct line of promotion, shall not be eligible for consideration for appointment on deputation. Similarly, a deputationist in the Armed Forces Tribunal shall not be eligible for consideration for appointments by promotion channel.
- 4. The maximum age limit for appointment by deputation shall not exceed 56 years as on the closing date of receipt of applications.
- 5. The application in the prescribed pro forma (Annexure-I) of the eligible officer, who can be spared in the event of his/her selection may be forwarded to the Principal Registrar, Armed Forces Tribunal, Principal Bench, West Block-VIII, Sector-I, R.K. Puram, New Delhi 110 066 by the Department <u>latest by 31st December, 2020</u> along with photo copies of the Annual Confidential Reports for the last five years of the candidates along with Vigilance Clearance Certificate.
- 6. The applications received without supporting documents, photograph, unsigned and incomplete in any manner, shall be summarily rejected.
- 7. It may please be noted that this Office is not yet enlisted in the Directorate of Estate for allotment of GPRA (General Pool Residential Accommodation).
- 8. Number of vacancies reflected above may vary.
- 9. Candidates who apply for the post will not be allowed to withdraw their candidature subsequently:

(Dr. Rakesh Kumar) Principal Registrar

Enclosure: Annexure-1

Distribution:-

- 1. The Secretary General, Supreme Court of India
- 2. The Registrar General, All High Courts
- 3. The Principal Registrar, Central Administrative Tribunal, New Delhi
- 4. The Under Secretary, MoD, AFT Cell, New Delhi
- 5. The JAG Branch Army/Navy/Air Force, New Delhi
- 6. AFT, Principal Bench, New Delhi Website
- 7. The Registrar, AFT, All Outlying Benches with the request to circulate to locally among Govt. offices located in its jurisdiction. It is further requested that window advertisement may be got published in one of the widely circulated dailies of your region.
- 8. All Ministries of Gol.
- 9. The Chief Secretary, Govt. of NCTD, Delhi Secretariat, I.P. Estate, New Delhi 110002
- 10. Guard File.

BIO-DATA/CURRICULUM VITAE PROFORMA

Post applied for	
Choice of Station (in order of preference)	
Name and Address	
(in Block Letters)	
2. (i) Date of Birth (in Christian era)	
(ii) Mobile No.	
(iii) E-mail I.D.	
3. (i) Date of entry into service	
(ii) Date of Retirement under Central/	
State Government Rules	
4. Educational Qualifications	
5. Whether Educational and other	
qualifications required for the post are	
satisfied. (If any qualification has been	
treated as equivalent to the one prescribed	
in the Rules, state the authority for the	
same)	·
Qualifications/Experience required a	s Qualifications/experience possessed by the officer
mentioned in the advertisement/circular	and the second of the second of the second of
Essential	Essential
A) Qualification	A) Qualification
B) Experience	B) Experience
Desirable	Desirable
A) Qualification	A) Qualification
B) Experience	B) Experience
	ed to indicate Essential and Desirable Qualifications as
	ve Ministry/Department/Office at the time of issue of
Circular/and issue of Advertisement in the E	
	ate Qualifications Elective/main subjects and subsidiary
subjects may be indicated by the candidate.	and addition and an analysis and addition
6. Please state clearly whether in the lig	ht of entries
made by you above, you meet the requisi	
Qualifications and work experience of the po	1
	provide their specific comments /views confirming the
	ence possessed by the Candidate (as Indicated in the
Bio-data) with reference to the post applied.	
7. Details of Employment, in chronological of	order. Enclose a separate sheet duly authenticated by
your signature, if the space below is insufficie	• • •
Office/Institution Post held on From T	o Pay Band and Nature of Duties (in detail)
regular basis	Grade Pay/Pay highlighting Experience
• • •	Scale of the post required for the post
	held on regular 'applied for
	basis
	· · · · · · · · · · · · · · · · · · ·

*Important: Pay-band and Grade Pay granted under ACP/MACP are personal to the officer and therefore, should not be mentioned. Only Pay Band and Grade Pay/Pay scale of the post held on regular basis to be mentioned. Details of ACP/MACP with present Pay Band and Grade Pay where such benefits have been drawn by the Candidate may be indicated as below;

Office/Institution Pay, Pay Band, and Grader Pymace and Grawn under ACP/MACP Scheme 8. Nature of present employment i.e. Ad-hoc or Temporary or Quasi-Permanent or Permanent 9. In case the present employment is held on deputation/contract basis, please state. a). The date of initial appointment of deputation/contract office/organization to which the applicant belongs. 9.1 Note: In case of Officers already on deputation, the applications of such office/organization to which the applicant belongs. 9.1 Note: In case of Officers already on deputation, the applications of such officers should be forwarded by the parent cadre/ Department alongwith Cadre Clearance, Vigilance Clearance and integrality certificate. 9.2 Note: Information under Column 9(c) & (d) above must be given in all cases where a person is holding a post on deputation outside the cadre/organization but still maintaining a lien in his parent cadre/organization. 10. If any post held on Deputation in the past by the applicant, date of return from the last deputation and other details. 11. 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) Government Undertaking e) Universities f) Others 12. Please state whether you are working in the same Department and are in the feeder grade or feeder to feeder grade. 13. Are you in Revised Scale of Pay? If yes, give they date from which the revision took place and		Day Boy Bond and Grade	Pav	From		То
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9. In case the present employment is held on deputation/contract basis, please state. a). The date of initial appointment						
9. In case the present employment is held on deputation/contract basis, please state. a). The date of initial appointment		employment is Ad-hoc C	or			
9. In case the present employment is held on deputation/contract basis, please state. a). The date of initial appointment b) Period of appointment on deputation/contract belongs. c) Name of the parent office/organization to which the applicant belongs. c) Name of the parent office/organization to which the applicant belongs. d) Name of the post and Pay of the	8. Nature of present to	sepont or Permanent				
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16. Additional information, if	any, relevant to the		::::	· · · · · · · · · · · · · · · · · · ·	
post you applied for in support	of your suitability for		No.		
the post. This among other th	ings may provide		. · ·		
information with regard to (i) a	dditional academic		•	•	
qualifications (ii) professional	training and (iii) work	,	•		
experience over and above pr	oscribed in the Vecency		• •		
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17. Whether belongs to the S	cheduled Castes, the			. ,	
Scheduled Tribes, the Other B	ackward Classes, and		. •	. `.	
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ny knowledge and no material :	fact having a bearing on	my selection ha	is been suppresse	d/ withheld.	
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10 | Page

Certification by the Employer/Cadre Controlling Authority

The information/details provided in the above application by the applicant are true and correct as per the facts available on records. He/She possess educational qualifications and experience mentioned in the vacancy Circular. If selected, he/she will be relieved immediately.

2. Also certified that;

- (i) There is no vigilance or disciplinary case pending/contemplated against Shri/Smt.
- (ii) His /Her integrity is certified.
- (iii) His/Her CR Dossier in original is enclosed/photocopies of the ACRs for the last 5 years duly attested by an officer of the rank of Under Secretary of the Govt. of India or above are enclosed.
- (iv) No major/minor penalty has been imposed on him/her during the last 10 years Or A list of major/minor penalties imposed on him/her during the last 10 years is enclosed (as the case may be).

Countersigned

Employer/Cadre Controlling (Authority with Seal)