



**GOVERNMENT OF INDIA
MINISTRY OF HOME AFFAIRS
OFFICE OF THE CUSTODIAN OF ENEMY PROPERTY FOR INDIA
DELHI HEAD OFFICE
FIRST FLOOR, EAST WING, SHIVAJI STADIUM
CONNAUGHT PALACE, NEW DELHI-110001**

F. No. CEPI/DEL/36/09/2023/247

Dated: 10.05.2024

CIRCULAR

To

All Ministries/Departments
Government of India

Sub: Filling up of one (01) post of UDC on deputation basis in the Office of the Custodian of Enemy Property for India, branch office at Kolkata under the Ministry of Home Affairs.

(Pre-revised Scale of Rs. 5200-20200 plus Grade Pay Rs. 2400, Level-4)

Ref: Vacancy Circular dated 23.04.2024 filling up of one (01) post of UDC on deputation basis in the Office of the Custodian of Enemy Property for India (CEPI), Branch Office at Kolkata under the Ministry of Home Affairs.

2. The last date for submission of applications against the post of UDC as per above referred circular is hereby extended up to 29.05.2024. Those who have applied against the Circular dated 23.04.2024 need not apply afresh. However, new applicants may submit their applications through proper channel before date and may also submit advance copies on email to adm.del-cepi@govcontractor.in (All document in as single pdf) within the extended date. Since these vacancies are to be filled up on deputation basis from Officers of the Central Government, private candidates need not to apply.

(Rahul Ramesh Nangave)
Custodian of Enemy Property for India

Copy to:

1. Ministry of Home affairs (Smt. Rooma Manchanda. Under Secretary to the Government of India) FFR Division, 2 Floor NDCC-11 Building, Jai Singh Road, New Delhi-***for information and request to upload on MHA Website.***
2. Section officer. IT CELL, MHA with a request for immediate uploading the circular with enclosure.
3. Project Manager (IT), O/o CEPI, Delhi for uploading the Circular with enclosures on CEPI website.
4. Notice Board, MHA (Administration Section)
5. Guard file

ANNEXURE-I

1. Name of the Post:	UDC office of CEPI, Branch office Kolkata
2. Number of the Post	01 (one)
3. Pay Scale	Rs. 5200-20200 + Grade Pay Rs. 2400/- (Pre-revised)
4. Eligibility Conditions	<p>a. (i) Officers of the Central Government holding analogous post on regular basis in the parent cadre/department or</p> <p>(ii) or with eight years regular service in the grade of LDC (Grade of Pay of Rs. 1900).</p> <p>b. Possessing two years' experience of administration establishment and accounts matters.</p>
5. Period of deputation:	Period of deputation including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organization/ department of the Central Government organization /department shall not exceed 3 years.
6. Age limit	The maximum age limit for appointment on deputation shall be 56 years. Accordingly, the persons who will be crossing the age of 56 years, on the last date of receiving of applications need not apply.

PROFORMA

1. Name of the Officer.....
2. Date of Birth.....
3. (i) Post held at present and whether it is a cadre of ex-cadre post.....
- ii. Address.....
- iii. Telephone No. (Landline).....(Mobile).....
- Date from which the present post is held.....
- iv. Scale of Pay and Grade Pay (01.01.2024).....
- v. Present Pay (01.01.2024).
4. (i) Substantive appointments held.....
- (ii) Scale of Pay.....
- (iii) Date from which the post is held.....
5. Educational and other qualifications.....
6. Details of employment, in chronological order:

Office/org	Post held	From	To	Scale of Pay and Grade Pay	Description of duties

7. Date of return from last ex-cadre post. If any.....
8. Whether Scheduled Caste Scheduled Tribe.....

(Signature of the Candidate)

Place:

Date: