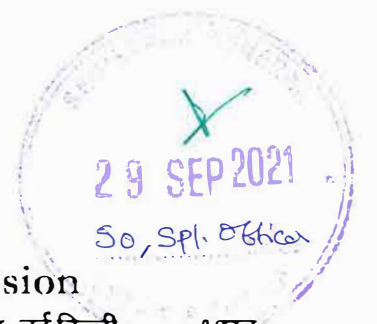




राष्ट्रीय मानव अधिकार आयोग

National Human Rights Commission

मानव अधिकार भवन, ब्लॉक सी, जी.पी.ओ. कम्प्लेक्स, आई.एन.ए., नई दिल्ली -110023 (भारत)
Manav Adhikar Bhawan, Block - C, GPO Complex, INA, New Delhi-110023 (INDIA)
Fax: 91-011-2465 1329
E-Mail: nhrcesu@nic.in
Website: www.nhrc.nic.in



File No. A-12024/04/2017-Estt/ 5017 -5020

Dated the 28 September, 2021.

To

1. The Registrar, All High Courts (As per standard List)
2. The Deputy Legal Advisor, M/o Law & Justice
3. The Secretary/Chairman, 19 Tribunals (As per standard List)

Sub: Filling up of one post of Registrar (Law) in National Human Rights Commission on deputation basis.

Sir

The National Human Rights Commission is in the process of filling up of one post of Registrar (Law) in the Pay Matrix 15 (1,82,200-2,24,100/-) [Pay band in the HAG Scale of Rs.67000-79000 Pre-revised] by Deputation (including short-term contract) basis.

2. The Bureau of Outreach & Communication has already been requested to publish the vacancy notice/advertisement in earliest edition of the Employment News. The last date of receipt of application shall be 45 days from the date of publication of the vacancy notice/advertisement in Employment News.

3. The detailed eligibility/terms & Conditions and Application Form have also been uploaded in the website of the NHRC [www.nhrc.nic.in].

4. A copy of the vacancy notification alongwith prescribed application form are enclosed herewith with the request that the same may kindly be circulated among the eligible officers under your administrative control for wider response. Application(s) of eligible candidate(s) who are desirous and eligible and who can be spared immediately after selection, may please be forwarded to the **Dy. Secretary, National Human Rights Commission, Manav Adhikar Bhawan, 'C' Block, GPO Complex, INA, New Delhi-23** before the last date of receipt of application alongwith all requisite documents.

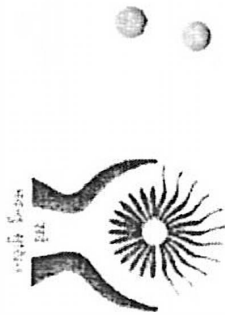
Encl: as above

Yours faithfully,

(Anita Sinha)

Joint Secretary

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राष्ट्रीय मानव अधिकार आयोग
National Human Rights Commission

मानव अधिकार भवन ब्लॉक सी जी वी ओ कमलेक्स आई एन ए नई दिल्ली - 110023, भारत

Mainy Adhikar Bhawan, Block - C, GPO Complex, INA, New Delhi-110023 (INDIA)

Fax: 91-011-2465 1329

E-Mail: nhrcestt@nic.in

Website: www.nhrc.nic.in

Advt. No. 03/2021

Applications are invited for filling up following vacancies on deputation (including short-term contract) basis in National Human Rights Commission:-

| S.No. | Name of posts & Pay Scale notified/ adopted by the Commission | Number of posts | Who can apply |
|-------|---|-----------------|---|
| 1 | Registrar (Law) Level-15 (Rs.182200-224100) | 01 | Officers holding the post of Registrar (Judicial) of Supreme Court or High Courts or Tribunals or Members of Higher Judiciary in State Judicial Services, possessing the following educational qualification:- <u>Essential</u> - Degree in Law from a recognized University. <u>Desirable</u> - (i) Post Graduate Degree in law from a recognised university. (ii) research experience in one of the following fields: (a) Constitutional Law and its Theory. (b) Human Rights jurisprudence. |
| 2 | Presenting Officer Level-14 (Rs.144200-218200) | 02 | Judicial Officer who is holding or who has held the post of District or Additional District and Sessions Judge or Special Judge |
| 3 | Director Level-13 (Rs.123100-215900) | 01 | Officers under the Central Government, State Government, Union territories, autonomous or statutory organisations, Public Sector Undertakings, Universities or recognised Research Institutions: (a) (i) holding analogous post on a regular basis in the parent cadre or department OR (ii) with five years' service rendered after appointment to the post on a regular basis in level-12 (Rs 78800-209200) in the pay matrix or equivalent in the parent cadre or department, and (b) possessing five years experience in personnel and general administrative matters. |
| 4 | Research Officer Pay Matrix Level-10 (Rs.56100-177500) | 01 | Officers of the Central Government, the State Government, Union territories, autonomous or statutory organisations, Public Sector Undertakings, Universities or recognised Research Institution. (a) Holding analogous posts on regular basis in the parent cadre department; (b) Possessing the qualifications and experience:- <u>Essential</u> - Master's Degree in Social Science from a recognised University. <u>Desirable</u> - (i) Degree in Law from a recognised university; (ii) Three years' research experience in any of the social science |
| 5 | Dy. Superintendent of Police Pay Matrix Level 9 (Rs.53100-16780) | 01 | Officers under Central / State Police Organizations: (a) (i) Holding analogous Posts on a regular basis; OR (ii) Inspectors of Police with 5 years regular service in the grade equivalent; and (b) Possessing experience in investigation of criminal cases. |
| 6 | Section Officer Pay Matrix Level-8 (Rs.47600-151100) | 05 | Officers under the Central Government: (a) (i) Holding analogous posts on a regular basis; OR (ii) With 8 years regular service in Pay Matrix Level -6 [Pg-2 I 9300-34,800/- + GP Rs. 4200/- (pre-revised)] or equivalent & (b) Possessing experience of Administration/ establishmt accounts matters. <u>Desirable</u> A degree in law |

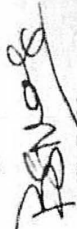
Continue...2/-

:-2:-

| | | | |
|---|--|----|---|
| 7 | Private Secretary Pay Matrix Level-8 (Rs.47600-151400) | 04 | Officers under the Central Government: (i) Holding analogous posts on regular basis; or (ii) With 8 years regular service in a post of Stenographer in pay matrix Level-6/7 the pay scale of PB-2 + GP Rs.4200 (pre-revised) |
| 8 | Inspector Pay Matrix Level-7 (Rs.44900-142400) | 12 | Officers under Central / State Police Forces/ Armed Forces of Union: (a) (i) Working in similar or equivalent grade in the Central/State Police Forces/Armed Forces of Union; or (ii) Sub-Inspector in the Central/State Police Forces/Armed Forces of the Union with 5 years regular service as Sub-Inspector; or (iii) Officers working in the equivalent grade on regular basis under the Central Govt./ or State Govt. Departments/Central Public Undertakings; and (b) Possessing at least 5 years experience in vigilance or investigation or intelligence work. |
| 9 | Assistant Pay Matrix Level-7 (Rs.44900-142400) | 03 | Officers under the Central Government: (i) Holding analogous posts on regular basis; or (ii) With 5 years regular service in the Level-4 of pay matrix |

Note:

- (i) Number of post(s) may vary.
 - (ii) Separate application(s) may be submitted if a candidate is applying for more than one post.
 - (iii) Commission reserves the right to cancel/withdraw the vacancy. Applicants may see Commission's website for updating of information in this regard.
 - (iv) **There is pay discrepancies to the posts of Dy. Superintendent of Police, Section Officer, Private Secretary, Inspector & Assistant in the National Human Right Commission, proposed for filling up on deputation basis. The Candidates will not claim for the existing pay scale as a matter of right on selection to the respective posts on deputation basis. It will be as per decision of the Government/NHRC.**
- Detailed eligibility and other term & conditions of above said posts and Proforma of application is available in the Commission's website www.nhrc.nic.in
 - These vacancies are meant for deputation only. **Application of fresh candidate or candidate serving in Private Sector/Organization will not be considered.**
 - The Deputation will be governed by the terms and conditions contained in the Department of Personnel and Training's O.M. No.6/8/2009-Estt.(Pay.II), dated 17.6.2010 as amended from time to time.
 - The maximum age-limit for appointment by deputation shall be not exceeding 'fifty-eight years' **for the post of Registrar (Law) and Presenting Officer and fifty-six years' for other posts**, as on the closing date of receipt of application.
 - The applications of eligible candidates who have desirous of being considered for appointment to the posts meant for deputation and can be spared immediately, may please be forwarded to the **Deputy Secretary, National Human Rights Commission, Manav Adhikar Bhawan, Block-C, GPO Complex, INA, New Delhi-110023 latest by 45 days from the publication of the advertisement in Employment News alongwith attested photocopies of APARs for the last 05 years, Integrity Certificate and vigilance/disciplinary clearance.**
 - Applications received on or before closing date of advertisement through proper channel will only be considered. Any application received directly will not be entertained. The forwarding authority may also certify the information furnished by the candidate in application form.


(B.S. Nagar)
Deputy Secretary

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Annexure - I

**APPLICATION FORM FOR APPOINTMENT
TO THE POST OF _____ ON
DEPUTATION BASIS IN NATIONAL HUMAN RIGHTS COMMISSION.**

Paste a recent
passport size
photo of the
candidate

Name of Posts applied for _____

| | | | | | |
|--|--|--|-------------------|------|---|
| 1 | Name and Address (In Block Letters) | | | | |
| 2 | Date of Birth (in Christian era) | | | | |
| 3. | i. Date of entry to 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) | | | | |
| | Qualification /Experience required as mention in the advertisement/vacancy circular | | | | Qualification/Experience possessed by the officer |
| | Essential; | | Essential; | | |
| | (a) Qualification | | (b) Qualification | | |
| | (c) Experience | | (d) Experience | | |
| 5.1 | Desirable | | Desirable | | |
| | (a) Qualification | | (b) Qualification | | |
| | (c) Experience | | (d) Experience | | |
| 6. | In the case of degree and post graduate qualifications elect ve/main subjects and subsidiary subjects may be indicated by the candidate Please state clearly whether in the light of entries made by you above, you meet the requisite essential qualifications and work experience of the post | | | | |
| 7. | Details of employment in chronological order Enclose separate sheet duly authenticated by your signature, if the space below is insufficient. | | | | |
| | Office/ Institution with address | Post held on regular basis | From | To | Pay Matrix Level / Pay Band and Grade pay of the post held on regular basis |
| | | | | | Nature of duties (in detail) highlighting experience required for the post applied for |
| | | | | | |
| | | | | | |
| 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 bands and grade pay where such benefits have been drawn by the candidate may be indicated as below | | | | | |
| Office/Institution | | Pay Matrix Level / Pay Band and Grade Pay drawn under ACP/MACP scheme | | From | To |
| | | | | | |
| 8. | Nature of present employment i.e. Adhoc or Temporary or Permanent | | | | |
| 9 | In case the present employment is held on deputation/contract basis, please state | | | | |

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| (a) The date of initial appointment | (b) Period of appointment on deputation/contract | (c) Name of the present office/organization to which applicant belongs | (d) Name of the post and pay of the post held in substantive |
|-------------------------------------|---|--|--|
| | | | |
| 9 1 | Notes: In case of Officers already on deputation, the applications such officers should be forwarded by the parent cadre/ department along with cadre clearance, vigilance clearance and integrity 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 post 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 Organization e) Universities f) Others | | |
| 12 | Please state whether you are working in the same department and one in the feeder grade or feeder to feeder grade | | |
| 13 | Are you in revised scale of pay if yes, give the date from which the revision rank place and also indicate the pre-revised scale | | |
| 14 | Total emoluments per month now drawn | | |
| | Basic pay in Pay Band/ Pay Matrix | Pay Matrix Level / Grade Pay | Total Emoluments |
| | | | |
| 15 | In case the applicant belongs to an organization which does not belong to Central Government pay scales, the latest salary slips issued by the organization showing the following details may be enclosed | | |
| | Basic pay in Pay Band/ Pay Matrix | Pay Matrix Level / Grade Pay & applicable rate of DA | Total Emoluments |
| | | | |
| 16 | A additional information, if any relevant to the post you applied for the support of your suitability for the post (This among other things may provide information with regard to (i) Additional academic qualification (ii) professional training (iii) work experience over and above prescribed in this Vacancy Circular/ Advertisement) (Note: enclose a separate sheet, if the space is insufficient) | | |
| 16 1 | The candidates are requested to including information with regard to (i) Research publications and reports and special projects (ii) Awards/Scholarship/Official | | |

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| | | |
|----|--|--|
| | Appreciation (iii) Affiliation with the professional bodies/institutions (iv) Patents registered in own name or achieved for the organization (v) Any research innovative measure involving official regularization (vi) Any other information Note: enclose a separate sheet if the space is insufficient) | |
| 17 | Whether belongs to SC/ST/OBC | |
| 18 | Complete postal Address and contact details i.e. Telephone/Fax Number & e mail address of the present employer - | Postal Address Telephone & Fax No - e mail address |

I have carefully gone through the vacancy circular/advertisement and I am well aware that the information furnished in the curriculum duly supported by the documents in response of essential qualification/work experience submitted by me will also be assessed by the selection committee at the time of selection for the post. The information/details provided by me are correct and true to the best of my knowledge and no material fact having a bearing on my selection has been suppressed/ withheld

(Signature of candidate)

Address _____

Email ID _____

Contact/Mobile No. _____

Date _____

Certification by the Employee/ Cadre Controlling Authority

The information/ detail provided in the above application by the applicant are true and correct as per the facts available on records. He/ She possesses educational qualification and experience mentioned in the vacancy circular. If selected he/ she will be relieved immediately

Also certified that

- i) There is no vigilance or disciplinary case pending/ contemplated against Shr/Smt/Ms _____
- ii) His/ Her Integrity is certified
- iii) His/Her APAR dossier in original /photocopies of APAR for the last five years duly attested by an officer of the rank of Under Secretary of the government of India or above are enclosed
- iv) No major/minor penalty has been imposed on him/ her during the last ten years or a list of major/minor penalty imposed on him/ her during the last ten year enclosed (as the case may be)

Counter signed
(Employer/Cadre Controller Authority with seal)

