

F. No. 12023/1/2023 Admn I  
 भारत सरकार  
 Government of India  
 मत्स्यपालन, पशुपालन और डेयरी मंत्रालय  
 Ministry of Fisheries, Animal Husbandry and Dairying  
 मत्स्यपालन विभाग  
Department of Fisheries

1<sup>st</sup> floor, Chander Lok Building  
 36 Janpath, New Delhi-110001  
 Dated the 06<sup>th</sup> July, 2023

**CIRCULAR**

Subject:- Filling up of the post of Assistant Commissioner (Fisheries), Department of Fisheries, Ministry of Fisheries, Animal Husbandry and Dairying – Extension of last date for receipt of application - reg.

The undersigned is directed to say that the last date/closing date for receipt of applications from the eligible candidates for the post of Assistant Commissioner (Fisheries) in the Department of Fisheries is further extended for a period of 45 days from the date of issue of this circular or from the date of advertisement of vacancy in the Employment News, whichever is later.

2. For other details like eligibility criteria, educational qualification, experience, bio-data proforma etc, the applicants are advised to visit official website of this Department [www.dof.gov.in](http://www.dof.gov.in). The above mentioned post has already been advertised in Employment News dated 20-26 May, 2023 vide advertisement No. 12023/1/2023-Admn-I. Candidates who have already applied for the post in response to the previous advertisement/vacancy circular need not apply again.

*(Handwritten signature)*

(V. Naganand)

Under Secretary to the Government of India

**Email Id: [adm-fishery@dof.gov.in](mailto:adm-fishery@dof.gov.in)**

Tel: 011- 2331 0345

To

1. E-Office Notice Board of Department of Fisheries.
2. All the attached and sub-ordinate offices under the Department of Fisheries – with a request to upload the same on the their official website for wider circulation.
3. NIC, for uploading the same on the website of Department of Fisheries.
4. Director (Admn), DoPT through email – [diradm@nic.in](mailto:diradm@nic.in). (with a request to upload the same on the website of DoPT for wider circulation).

*Recvd (140) S.P.L  
 on 7/7/23  
 Lalit*

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 ISSUED*

**No. A-12023/1/2023 Admn I (e-22318)**  
Government of India  
Ministry of Fisheries, Animal Husbandry and Dairying  
Department of Fisheries

1<sup>st</sup> Floor, Chander Lok Building,  
36 Janpath, New Delhi  
Dated the 10<sup>th</sup> May, 2023

To,

1. All Ministries/Departments of Government of India.
2. Chief Secretaries of All State Government/UT Administrations.
3. Indian Council of Agricultural Research.
4. Commissioners/Secretaries dealing with Fisheries Departments of all State Government.
5. The Registrar of Universities.
6. The Director, All the Recognized Research Institutions / Public Sector undertaking / Semi Government/Autonomous Bodies/Statutory Organizations/sub-ordinate offices of DoF

**Subject: Recruitment to one post of Assistant Commissioner (Fisheries) in Level 11 (Rs. 67,700-2,08,700) of the Pay Matrix in the Department of Fisheries, Ministry of Fisheries, Animal Husbandry and Dairying, Krishi Bhawan, New Delhi on Deputation (including Short Term Contract) - regarding**

Sir/Madam,

I am directed to say that one post of Assistant Commissioner (Fisheries) in Level 11 (Rs. 67,700-2,08,700) in the Pay Matrix (Pay Band-3 Rs. 15600-39100 plus Grade Pay of Rs. 6600, pre-revised) in the Department of Fisheries, Ministry of Fisheries, Animal Husbandry and Dairying, Krishi Bhawan, New Delhi is proposed to be filled up on Deputation basis (including Short Term Contract) from amongst the Officers of the Central Government or State Governments or Union Territories or recognized Research Institutions or Council or Public Sector Undertakings or Universities or Semi Government or Autonomous or Statutory bodies: -

- a. (i) holding analogous post on regular basis in the parent cadre or Department;  
or
- (ii) with five years' service in the grade rendered after appointment thereto on regular basis in Level 10 (Rs. 56,100-1,77,500/-) of Pay Matrix (revised) [PB-3,

Rs. 15600-39100 with Grade Pay of Rs. 5400 (pre-revised)] or equivalent in the parent cadre or Department; and

b. possessing the following educational qualifications and experience:

**Essential:**

- a. Master's Degree in Zoology with specialization in Fisheries; or M. F. Sc. or M.Sc. in Marine Biology or M.Sc. in Industrial Fisheries or M.Sc. in Aquaculture or M.Sc. in Fisheries Science from a Recognized University or Institute
- b. Five years' experience of research or development in the field of Fisheries (Inland or Marine or Aquaculture) including management, policy and planning, formulation, technical evaluation and monitoring or development schemes for fisheries, Parliament or legislative or international cooperation and trade or fishery health related matter from a Central Government or State Government or Public Sector Undertaking or recognized Research Institute or Semi-Government or statutory or Autonomous Organization.

**Desirable:**

Doctorate Degree in Zoology from a recognized University or Institute

**Note 1:** The departmental officer in the feeder category who is in direct line of promotion will not be eligible for consideration for appointment on deputation. Similarly, deputationist shall also not be eligible for consideration for appointment by promotion. (Period of deputation (Including Short Term Contract) including 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 ordinarily not exceed three years. The maximum age limit for appointment by deputation (including short term contract) shall be not exceeding 56 years as on the closing date for receipt of applications).

The initial place of posting will be at New Delhi.

2. The pay of the official selected will be governed by the provisions laid down in the Department of Personnel and Training's O.M.No.6/8/2009-Estt (pay II) dated 17<sup>th</sup> June 2010 as amended from time to time.
3. Applications from eligible officers in the enclosed proforma (in duplicate) may be forwarded through proper channel to Shri Sushil Kumar Jha, Deputy Secretary (Admn), Department of Fisheries, First Floor, 36, Chander Lok Building, Janpath, New Delhi- 110001 within a period of 45 days from the date of publication of this advertisement in the Employment News along with copies of up-to-date ACRs/APARs for the last five years, duly attested by an officer of the level of Under Secretary or above, vigilance clearance and integrity certificate. Cadre controlling authority may also kindly ensure that while forwarding the application they should verify and certify that the particulars

furnished by the officer are correct. It may also be certified that no major or minor penalty was imposed on the officer during the last 10 years of his/her service.

4. Applications received after the due date or without ACRs/ APARs or otherwise found incomplete will not be considered.



(S.K.Jha)

Deputy Secretary to the Govt. of India

Tel: 011-2331 0351

Email id: admn-fishery@dof.gov.in

Copy to:

1. Director of Fisheries of all States/UT's
2. All Sections/Units/Desks of Department of Department of Fisheries
3. All Sections/Units/Desks of Department of DAHD
4. All the subordinate/attached offices in Department of Fisheries
5. Director, NIC with the request to upload this circular on the website of this department.



(S.K.Jha)

Deputy Secretary to the Govt. of India

Tel: 011-2331 0351

BIO-DATA/CURRICULUM VITAE PROFORMA

1. Name and Address (in Block Letters)	
2. Date of Birth (in Christian era)	
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 as mentioned in the advertisement/vacancy circular	Qualifications/experience possessed by the officer
Essential	Essential
A) Qualification	A) Qualification
B) Experience	B) Experience
Desirable	Desirable
A) Qualification	A) Qualification
B) Experience	B) Experience
5.1 Note: This column needs to be amplified to indicate Essential and Desirable Qualifications as mentioned in the RRs by the Administrative Ministry/Department/Office at the time of issue of Circular and issue of Advertisement in Employment News.	
5.2 In the case of Degree and Post Graduate Qualification Elective/main subjects and subsidiary subjects may be indicated by the candidate.	
6. 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.	
6.1 Note: Borrowing Departments are to provide their specific comments/views confirming the relevant Essential Qualification/ Work experience possessed by the Candidate (as indicated in the Bio-data) with reference to the post applied.	

7. Details of Employment, in chronological order. Enclose a separate sheet duly authenticated by your signature, if the space below is insufficient.

Office/Institution	Post held on regular basis	From	To	*Pay Band and Grade Pay/Pay Scale of the post held on regular basis	Name of Duties (in details) 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 Band and Grade Pay where such benefits have been drawn by the Candidate, may be indicated as below;

Office/Institution	Pay, Pay Band, and grade pay drawn under ACP/MACP Scheme	From	To

8. Nature of present employment i.e, Adhoc 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	b) Period of appointment on deputation/contract	c) Name of the parent office/Organization to which the applicant belongs.	d) Name of the post and Pay of the post held in substantive capacity in the parent organization
9.1 Note: In case of Officers already on deputation, the applications of 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 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 the date from which the revision took place and also indicate the pre-revised scale		
14. Total emoluments per month now drawn		
Basis pay in the PB	Grade Pay	Total Emoluments
15. In cases the applicant belongs to an Organisation which is not following the Central Government Pay-Scales, the latest salary Slip issued by the Organisation showing the following details may be enclosed.		
Basic Pay with scale of pay and rate of increment	Dearness Pay/interim relief / other Allowances etc., (with break-up details)	Total Emoluments
16. A Additional information, if any, relevant to the post you applied for in support of your suitability for the post. (This among other things may provide information with regard to (i) additional academic qualifications (ii) Professional training and (iii) work experience over and above prescribed in the vacancy Circular/Advertisement)  (Note: Enclose a separate sheet, if the space is insufficient)		
<b>16. B Achievements:</b> The candidates are requested to indicate information with regard to; (i) Research publications and reports and special projects (ii) Awards/Scholarships/Official Appreciation (iii) Affiliation with the professional bodies/institutions /societies and; iv) Patents registered in own name or achieved for the		

organization (v) Any research/ innovative measure involving official recognition vi) any other information. (Note: Enclose a separate sheet if the space is insufficient)	
17. Please state whether you are applying for deputation (ISTC)/Absorption/Re-employment Basis. #(Officers under Central/State Governments are only eligible for "Absorption". Candidates of non-Government Organizations are eligible only for Short Term Contract)	
# (The option of 'STC' / 'Absorption'/'Re-employment' are available only if the vacancy circular specially mentioned recruitment by 'STC' or "Absorption" or "Re-employment").	
18. Whether belongs to SC/ST	

I have carefully gone through the vacancy circular/advertisement and I am well aware that the information furnished in the Curriculum Vitae duly supported by the documents in respect 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 materials fact having a bearing on my selection has been suppressed/withheld.

(Signature of candidate)

Address-----  
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Date-----

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 possesses 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)

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