

NATIONAL INVESTIGATION AGENCY
MINISTRY OF HOME AFFAIRS
GOVERNMENT OF INDIA
OPPOSITE CGO COMPLEX
LODHI ROAD
NEW DELHI

No E-76/01/Legal/Depu/2018/NIA/

Dated 23.05.2018

NOTICE FOR DEPUTATION (ISTC) / ABSORPTION TO NIA
AS DEPUTY LEGAL ADVISOR

Nominations are invited for the posts of Deputy Legal Advisor on deputation (ISTC) / absorption basis in NIA. Details of posts and vacancies are as under:-

Srl No	Post with pay scale	Vacancies	Proposed place of posting depending on vacancies
i)	Deputy Legal Advisor Pay Scale – Pay Matrix Level – 12 (Rs 78,800/- to 2,09,200/-) (PB-3 with GP 7600/- pre-revised)	03	Delhi, Guwahati, Kolkata & Mumbai

2. The eligibility criteria (educational qualification, experience, etc.) are furnished in the **Annexure-I (available at NIA website www.nia.gov.in/recruitment-notice.htm)**. The candidates who apply for the post will not be allowed to withdraw their candidature subsequently.

3. The nominations of eligible and willing officers alongwith following documents should reach **the SP(Adm), NIA HQ, Opposite CGO Complex, New Delhi-110003 through proper channel within 02 month from the date of publication of this item in 'Employment News'**.

i) Bio-data / application form in the prescribed proforma **Annexure-II (available at NIA website www.nia.gov.in/recruitment-notice.htm)** duly countersigned by the competent authority

ii) Attested (each page) photocopies of the APARs dossier from the year 2013-14 to 2017-18.

iii) Vigilance Clearance Certificate and Integrity Certificate issued by the respective department.


iv) Details of major/minor penalties imposed on the official during the last 10 years.

4. Applications received after the last date, or application incomplete in any respect or those not accompanied by the documents/ information as per Para 3 above will not be considered. The Cadre Authorities may ascertain that the particulars sent by the officials are correct as per the records.

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5. The eligibility criteria and application form as well as Recruitment Rules are also available on the NIA website **www.nia.gov.in/recruitment-rules.htm**.


(S N Pandey)
Superintendent of Police (Adm)
NIA Hqrs, New Delhi
011- 24368837(O)
011-24368801 (Fax)

**DETAILS OF THE POST OF DEPUTY LEGAL ADVISOR IN
NATIONAL INVESTIGATION AGENCY**

1	Name of the post	Deputy Legal Advisor
2	Nos. of post	* 03 Posts for deputation (ISTC) / absorption (*subject to variation depending on vacancies)
3.	Classification of the post	General Central Service, Group – 'A', Gazetted, Non-Ministerial.
4.	Scale of pay	Pay Matrix Level – 12 (Rs 78,800/- to 2,09,200/-) (PB-3, Rs. 15600-39100/- with GP of Rs. 7600/- pre-revised)
5.	DA, HRA, TPT & other allowance	As admissible under the Central Government orders from time to time.
6.	Special Incentive Allowance	20% of basic pay.
7.	Eligibility Criteria for deputation (ISTC) / absorption to NIA	<p><u>Deputation (Including Short Term Contract) / absorption:</u></p> <p>Officers of the Central Government / State Government / Recognized Research Institutions / Universities / Public Sector Undertakings / Semi-Government / Statutory or Autonomous Organisation:-</p> <p>(a) (i) Holding analogous posts on regular basis in the parent cadre/ department, or</p> <p>(ii) With five years' service in the grade on regular basis in posts in the Pay Band-3, Scale of Pay Rs. 15,600-39,100/- with Grade Pay of Rs. 6600/- or equivalent in the parent cadre/ department, and</p> <p>(b) Possessing following educational qualifications and experience as prescribed for direct recruits:</p> <p>Essential:</p> <p>(i) Bachelors' Degree in Law from a recognised University;</p> <p>(ii) Ten years' experience in Prosecution of Criminal Cases.</p>

		<p>Note: - The departmental officers in the feeder category who are in the direct line of promotion shall not be eligible for consideration for appointment on deputation. Similarly, deputations shall not be eligible for consideration for appointment by Promotion.</p> <p>(Period of deputation (including short term contract), including period of deputation (including short term contract) in another ex-cadre post held immediately preceding this appointment in the same or some other organisation/ department of the Central Government shall not exceed four years. The maximum age limit for appointment by Deputation (including short term contract) shall be not exceeding 56 years as on closing date of receipt of applications).</p>
8.	Nature of duties	<p>i) Comments on final Reports in cases wherein the authority competent to pass final orders.</p> <p>ii) Carry out inspection of all the prosecution Branches of his Region once in a year. Every year in the month of January, DLAs should prepare their inspection Programme of Malkhana of the Branches of their Region which should be intimated to the SP/DIG concerned</p> <p>iii) While the individual Prosecutor/ Law officer is fully responsible and accountable for successful and effective prosecution of cases and all matters pending in various Courts/ tribunals etc. assigned to him, the DLAs at the Regional level shall closely supervise the functioning and performance of the Prosecutors at the Branch level and shall hold monthly meetings on regular basis with the Prosecutors to review the progress, achievement of targets etc. Monthly reports containing the details of deliberations at the Branch level shall be sent to the Regional DIG and SP by the DLA concerned for prompt follow-up and coordination.</p> <p>iv) DLA will be in charge of Legal Division and perform all those duties specifically entrusted to Legal Division.</p> <p>v) DLA should ensure monthly submission of progress report in all the cases pending within his Region in the Courts of Special Judges appointed under NIA Act 2008 in the proforma circulated or any other information required by Directorate of Prosecution/Policy Division pertaining to trial / Court matters.</p>

		<p>vi) Advice in legal matters on general points or specific issues arising during investigation or trial, as may be requested by the DIG.</p> <p>vii) Checking and vetting of SP's Reports, draft sanction orders for prosecution, draft charges, statement of allegations etc. in cases in which comments are given by him on Final Reports.</p> <p>viii) Scrutiny of results of court trials and Departmental Action and scrutiny of Court Diaries in respect of cases.</p> <p>ix) Scrutiny of exoneration cases and those of inadequate punishment.</p> <p>x) Review of judicial decisions relating to Criminal Law and procedure arising from cases and preparation of notes and comments thereon for publication in NIA Bulletin/Periodicals/Reports.</p> <p>xi) Such other subjects relating to legal matters as may be allotted to them by the DIG.</p> <p>xii) Maintaining close liaison with the DIG & SP and to attend periodical meetings to review prosecution cases.</p> <p>xiii) To supervise the work and conduct of the Senior PPs/PPs working under him in the Region/Branches.</p>
9.	Deputation (ISTC)	The other terms and conditions of deputation will be government as laid down in the Govt. of India, DoP&T OM No. 6/08/2009-Estt (Pay-II) dated 17.06.2010 as amended from time to time.


(S N Pandey)
 Superintendent of Police (Adm)
 NIA Hqrs, New Delhi
 011- 24368837(O)
 011-24368801 (Fax)

CURRICULUM VITAE PRO FORMA**FOR THE POST DEPUTY LEGAL ADVISOR**

1	Name and Address (in block letter)					
2	Date of Birth (in Christian era)					
3	Date of retirement under Central/State Government rules					
4	Education Qualification					
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		Qualifications/ Experience possessed by the officer		
	Essential					
	Desired					
6	Please state clearly whether in the light of entries made by you above, you meet the requirement of the post					
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	From	To	Scale of pay and basic pay	Nature of duties (in detail)
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					
	(b) Period of appointment on deputation/ contract					

	(c) Name of the parent office/organization to which you belong	
10	<p>Additional details about present employment:-</p> <p>Please state whether working under (indicate the name of your employer against the relevant column)</p> <p>a) Central Government</p> <p>b) State Government</p> <p>c) Autonomous Organization</p> <p>d) Government Undertaking</p> <p>e) Universities</p> <p>f) Others</p>	
11	Please state whether you are working in the same Department and are in the feeder grade or feeder to feeder grade	
12	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	
13	Total emoluments per month now drawn	
14	<p>Additional information, if any, which you would like to mention in support of your suitability for the post</p> <p>(This among other things may provide information which regard to (i) additional academic qualifications (ii) professional training and (iii) work experience over and above prescribed in the vacancy circular/advertisement).</p> <p>(Note-enclose a separate sheet, if the space is insufficient).</p>	
15	<p>Please state whether you are applying for deputation (ISTC)/absorption/re-employment basis</p> <p>(Officers under Central/State Governments are only eligible for "Absorption". Candidates of non-Government organizations are eligible only for short term</p>	

	contract)	
16	Whether belongs to SC/ST	
17	Remarks (The candidates may indicate information with regard to (i) Research publications and reports and special projects (ii) Awards/Scholarship/Officials Appreciation (iii) Affiliation with the professional bodies/institution/ societies and (iv) any other information. (Note – Enclose a separate sheet if the space is insufficient)	

I have carefully gone through the vacancy circular / advertisement and I am well aware that the Curriculum Vitae duly supported by documents submitted by me will also be assessed by the Selection Committee at the time of selection for the post.

Signature of the Candidate
Address
Contact No

Date:-

Countersigned

(Employer with Seal)

Certificate to be given by the Head of the Office of the Applicant

- I. Certified that particulars furnished by Shri/Smt/Km _____ have been verified from his/her record and found correct.
- II. No vigilance case is either pending/contemplated against Shri/Smt/Km _____. His/her integrity is certified.
- III. No major/minor penalties was imposed on Shri/Smt/Km _____ for the last 10 years as per records of the Ministry/Department.

Signature of the Head of Office with Seal

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