



उत्तर पूर्वीय पुलिस अकादमी / North Eastern Police Academy  
भारत सरकार / Govt. of India  
गृह मंत्रालय / Ministry of Home Affairs  
उमसाव, मेघालय / Umsaw, Meghalaya - 793123  
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Memo No. NEPA/Estt/Adv.-Proposal/2016/9761-79 Dated Umsaw, the 29 Aug, 2019

To,

1. The Director/Director General of IB, CBI, BSF, CRPF, CISF, ITBP, BPR&D, NSG, SPG, NIA, NCB, RPF, NCRB, Assam Rifles, DCPW, SSB, NDRF and SVP, NPA.
2. The Director General of Police of all States / UTs.

**Sub: Inviting nominations for filling up 02 posts of "Sub-Inspector (General Duty)", General Central Service Group- "C" Non-Gazetted, Non-Ministerial in level-5 in the pay matrix in North Eastern Police Academy, Umsaw on deputation basis - reg.**

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Sir,

Nominations are invited for for 02 posts of "Sub-Inspector (General Duty)", General Central Service Group- "C" Non-Gazetted, Non-Ministerial in level-5 in the pay matrix in this Academy on deputation basis.

2. The eligibility criteria (educational qualifications, experience, etc are furnished in the enclosed **Annexure-I**. The candidates who apply for the post will not be allowed to withdraw their candidature subsequently.

3. It is requested that the above posts may kindly be circulated among all Departments / Institutions / Offices under your charge and also hosted on their websites. the nominations of eligible officers along with, (a) their bio-data in the prescribed proforma (**Annexure-II**) duly attested, (b) Attested copies of Annual Confidential Reports for the last five years (2014-15 to 2018-19), (c) details of major and minor penalties for the last 10 years and (d) Certificate(s) of Integrity, Vigilance and Cadre Clearance, may please be forwarded to this Academy **through proper channel** at the earliest and in any case not later than 45 days from the date of issue of this letter.

4. Incomplete application in any respect or those not accompanied by the documents / information mentioned in para 3 above will **NOT** be considered. The cadre controlling authorities may ascertain that the particulars sent by the officers are correct as per the service record. While forwarding the nominations for the post of Sub-Inspector (General Duty), it may kindly be ensured that the nominated officers should not be in pay scale higher than the pay scale of the deputation post, i.e., level-5 in the pay matrix.

Encl: Annexure – I & II



Yours faithfully,

(Limatemjen)  
Joint Director

**Annexure-I**

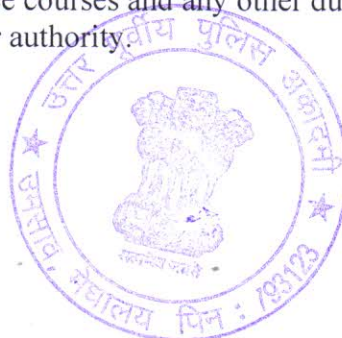
**Details of the post of "Sub-Inspector (General Duty)" in North Eastern Police Academy,  
Umsaw-793123**

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- 1. Name of the Post : Sub-Inspector (General Duty).
- 2. Classification of the post : General Central Service, Group- "C" Non Gazetted, Non-Ministerial.
- 3. Scale of Pay : Level-5 in the pay matrix.
- 4. DA, HRA & other allowances: As admissible under Central Govt. Rules amended from time to time.
- 5. Deputation (Duty) : As admissible under Central Govt. Rules amended from time to time.
- 6. Method of Recruitment : By deputation / absorption.
- 7. Eligibility Criteria : Officers of the Central Government or State Governments or Union Territory; -
  - (a) Holding analogous posts on regular basis;or
  - (b) Asst. Sub Inspector (General Duty) with three years regular service in the grade; or
  - (c) Head Constable (General Duty) with eight years regular service in the grade

**Note 1:** 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, the deputationist shall not be eligible for by promotion

- 8. Deputation period : Period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organizations or department of the Central Government shall be three years initially, which can be extendable up-to five years. The maximum age limit for appointment by deputation shall not be exceeding fifty-six years, as on the closing date of receipt of application
- 9. Nature of Duty : Imparting outdoor training of basic courses and in-Service courses and any other duties assigned by the higher authority



**CURRICULUM VITAE PROFORMA** (For the post of \_\_\_\_\_)

1. Name of the Candidate :  
(in block Letters)
2. Date of Birth :  
(in Christian era)
3. Date of retirement under :  
Central / State Govt. 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	Qualifications / Experience Possessed by the officer
Essential	(1) (2) (3)	
Desired	(1) (2)	

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 including present post held with details in chronological order. Enclose a separate sheet duly authenticated by your signature, if the space below is insufficient.

Office / Institution	Post held	From	To	level in the pay matrix (Indicate & basic pay)	Nature of duties

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/ Organisation  
 to which you belong:
10. Additional details about present employment:  
 Please indicate whether working under (indicate the name of your employer against relevant  
 column)
- (a) Central Govt.  
 (b) State Govt.  
 (c) Others
11. Please state whether you are working 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. Additional information, if any, which you would  
 like to mention 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)
15. Please state whether you are applying for  
 Deputation:
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 /  
 Official Appreciation (iii) Affiliation with the  
 professional bodies / Institutions / societies and  
 (iv) any other information:  
 (Note: Enclose a separate sheet, if the space is  
 insufficient)



