



उत्तर पूर्वीय पुलिस अकादमी / North Eastern Police Academy  
CBC & NABET Accredited "Utkrish" Organization

भारत सरकार / Govt. of India

गृह मंत्रालय / Ministry of Home Affairs

उमसाव / Umsaw, मेघालय / Meghalaya/ 793 123

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No. NEPA/Estt/Apptt/PS/77/2014/ 8854,

Dated 27 /12/ 2024.

To,

1. The Director General, BSF, Block 10, CGO Complex, Lodhi Road, New Delhi-110003.
2. The Director General, CRPF, Block No. 1, C.G.O. Complex, Lodhi Road, New Delhi-110 003.
3. The Director General, ITBP, Block No. 2, CGO Complex, Lodhi Road, New Delhi - 110 003.
4. The Director General, SSB, East Block – V, R K Puram, New Delhi 110 066.
5. The Director General, HQ, Assam Rifles, Laitkor, Shillong, Meghalaya – 793002.
6. The Director General, RPF, Ministry of Railways, Rail Bhawan, Raisina Road, New Delhi-110001.
7. The Director General, NDRF, 6th Floor, NDCC-II Building, Jai Singh Road, NEW DELHI-110001.
8. The Inspector General, North Eastern Sector, CRPF, Shillong.
9. Inspector General, CISF, Pers Block No.13, CGO Complex, Lodhi Road, New Delhi-110003
10. The Directors General of Police, Andhra Pradesh, Vijayawada/Arunachal Pradesh, Itanagar/Assam Guwahati/Bihar, Patna/Chhattisgarh, Raipur/Goa, Panaji/Gujarat, Gandhinagar/Haryana, Panchkula/Himachal Pradesh, Shimla/Jharkhand, Ranchi/Jammu and Kashmir, Srinagar/Karnataka, Bengaluru/Kerala Thiruvananthapuram/Madhya Pradesh Bhopal/Maharashtra, Mumbai/Manipur, Imphal/Meghalaya, Shillong/Mizoram Aizawl/Nagaland Kohima/Odisha, Cuttack/Punjab, Chandigarh/Rajasthan, Jaipur/Sikkim, Gangtok/Tamil Nadu, Chennai/Telangana, Hyderabad/Tripura, Agartala/Uttar Pradesh, Lucknow/Uttarakhand, Dehradun/West Bengal, Kolkata/
11. The Police Chiefs, Andaman and Nicobar Islands, Port Blair/Chandigarh, Chandigarh/Dadra and Nagar Haveli and Daman and Diu, Daman/Delhi, New Delhi/Ladakh, Leh/Lakshadweep Kavaratti/Puducherry, Pondicherry
12. The Section Officer, PC Section, MHA, New Delhi - for uploading on MHA's website
13. The Department of personnel & Training, Ministry of Personnel, PG and Pensions, Govt. of India, North Block, New Delhi, 110001 – for uploading on DOPT website.
14. The Computer Section, NEPA – for uploading on NEPA's website.

**Sub: Inviting nominations for filling up the following vacant post in North Eastern Police Academy, Govt of India, P O Umsaw, Ri-Bhoi District, Meghalaya by Composite Method (Promotion plus Deputation).**

Sir,

Nominations are invited for filling up the following vacant post in NEPA as per details below-

SN	Name & Particulars of Post	Number of vacancies	Pay Level	The eligibility criteria (E.Q., Experience, etc)
	Private Secretary General Central Service, Group 'B', Gazetted, Ministerial	1	Level-7	Annexure – I



Contd...

2. It is requested that the above posts may kindly be circulated among all Departments/ Institutions / Offices / Branches / Battalions under your charge and also requested to host on your website. The candidates who apply for the post will not be allowed to withdraw their candidature subsequently.

3. The nominations of eligible officers along with, (a) their bio-data in the prescribed proforma attached as **Annexure - II** duly attested / counter signed by the Competent Authority, (b) **Attested copies of APAR / ACR** for the last five years 2019-20, 2020-21, 2021-22, 2022-23 & 2023-24 (c) details of major and minor penalties, if any, for the last 10 years and (d) Certificate(s) of Integrity, Vigilance and Cadre Clearance as mentioned in bio-data proforma may please be forwarded to this Academy **through proper channel** at the earliest and in any case not later than 60 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 records. While forwarding the nominations for the above posts, it may kindly be ensured that the nominated officers **should not be in the pay scale higher than the pay scale of the deputation post** mentioned against each. However, selected personnel may elect to draw either the pay in the scale of pay of deputation post or his basic pay in the parent cadre as per rule.



Encl: As stated above

Yours faithfully,

*S. Gogoi*  
27/12/24

(डॉ. संजीव गोगोई)

(Dr. S. Gogoi)

(मुख्य चिकित्सा अधिकारी) एनएफएसजी/

कार्यालय प्रमुख

CMO (NFSG)/ H.O.O.

**Annexure – 1**

1. Name of the Post : Private Secretary, General Central Service, Group 'B', Gazetted, Ministerial
2. Eligibility Criteria : **Deputation**  
Officers of the Central Government or State Government or Union Territory:
- (a) (i) holding analogous post on regular basis in the parent cadre or department; or
- (ii) with five years' service in the Stenographers Grade – I in the Pay Band -2 9,300-34,800 with Grade Pay of Rs. 4,200/- Revised Level – 6 or equivalent in the parent cadre or department:-
- Note 1 :** The departmental Stenographer Gade – I in the Pay band – 2 Rs. 9,300 – 34,800 with Grade pay of Rs. 4200/- with five years regular service in the grade shall also be considered alongwith outsiders and in case he/she is selected for appointment to the post the same shall be deemed to have been filled by promotion; otherwise, the post is to be filled up by deputation.
- Note – 2.** The officer who are being considered for promotion shall have to undergo professional training in the any Central Government Institutions or ISTM for one week.
- Note – 3.** The departmental candidates in the feeder category who are in the direct line of promotion shall not be eligible for consideration for appointment on deputation. Similarly, the deputationists shall not be eligible for consideration for appointment by promotion.
3. Method of Recruitment: : **By Composite Method (Promotion Plus Deputation)**
4. Age limit : The maximum age limit for appointment on Deputation shall be not exceeding 56 years as on the closing date of receipt of applications.
5. Pay & Allowances : (i) Special Duty Allowance @10%  
(ii) Deputation Duty Allowance as admissible.  
(iii) Transport Allowance as per slab.  
(iv) Other Allowance as per admissible.
6. Facilities : Rent free accommodation, Medical Assistance, Educational Assistance, For Welfare – CPC, Cooperative Store, Wet Canteen, Diary, Library besides facilities of Swimming Pool, Gym, Sports etc.

7. Nature of Duties : The duties and responsibility of the post is to assist the Director to perform various official works of the director, Maintenance of APARs of all employees and other duties assigned by the authority from time to time.

8. Period of Deputation : Period of deputation including the 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.**



*Gogoi*  
27/12/24

(डॉ. संजीव गोगोई)  
(Dr. S. Gogoi)

(मुख्य चिकित्सा अधिकारी) एनएफएसजी/  
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