

No.35/6/2015-Ad.I(A)/NCRB  
Government of India  
Ministry of Home Affairs  
National Crime Records Bureau

East Block-7, R.K. Puram,  
New Delhi - 110066.  
Dated : 14<sup>th</sup> June, 2016

To

1. The Directors General/Inspectors General of Police/State Police Forces / Organisations, All States/UTs.
2. The Directors General/Inspectors General of Police/Directors of all Central Police Organisations and other Law Enforcement Agencies.

Subject :- Filling up of one post of Head-Constable (Dvr.) in the Crime Records, Administration & Training Division of the National Crime Records Bureau on deputation basis.

Sir,

I am directed to say that the National Crime Records Bureau, New Delhi, requires urgently the services of suitable officers for appointment as Head-Constable (Driver) in the Crime Records, Administration & Training Division of the Bureau in the pay scale of Rs. 5200-20200/- (with grade pay of Rs. 1900/-) on deputation basis. The details relating to the post, including the eligibility conditions, required in respect of the post are given in Annexure-I.

2. All State Police Forces/Central Police Organisations and Central Paramilitary Forces etc. are requested to give wide publicity to this vacancy circular and forward the applications of eligible and willing officers, who can be spared immediately in the prescribed proforma at Annexure-II, alongwith upto-date CR dossiers of the applicants, Vigilance Clearance and Integrity Certificate to this Bureau within 60 days from the date of issue of this circular. Applications received after the last date or otherwise found incomplete will not be entertained. Candidates who volunteer for the post will not be permitted to withdraw their names later.

Yours faithfully,



(N.K. SINGH)

Asstt. Director (Admn.)

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ANNEXURE-I

Details in respect of the post of Head-Constable (Driver) in the Crime Records, Administration & Training Divisions of the National Crime Records Bureau, New Delhi.

1.	Name of the post and classification	:	Head-Constable (Driver), Group 'C', Non-Gazetted, Non-Ministerial
2.	Number of Post	:	One
3.	Scale of Pay	:	Rs. 5200-20200/- (with grade pay of Rs.1900/-)
4.	Eligibility conditions	:	Police Officers of the Central Government or State Government or Union territories : (i)(a) holding analogous posts on regular basis in the parent cadre or department; or (b) with three years regular service in post in the pay scale of Rs. 5200-20200/- + Grade Pay of Rs.1800/- or equivalent; and (ii) possessing a valid motor driving licence and three years experience of driving light motor vehicle or heavy motor vehicle.
5.	Period of deputation	:	The period of deputation including the period of deputation in another ex-cadre post held immediately pre- ceding this appointment in the same or some other organisation/depart- ment of the Central Government shall ordinarily not to exceed 3 years. The maximum age limit for appointment by deputation shall be not exceeding 56 years, as on the closing date of receipt
6.	Terms of deputation	:	The terms of deputation of State Police Officers will be governed by the orders contained in the Government of India, DOP&T OM No. 6/8/09/(Estt.) (Pay.II) dated 17.6.2010. The terms of deputation other officers will be regulated according to the Department of Expenditure OM No. 1/1/008-IC dated 13th September, 2008. The selected candidates will be eligible for deputation allowance as per admissibility.



ANNEXURE - II

Application for appointment to the post of Head-Constable (Driver) in the Crime Records, Administration & Training Division of the National Crime Records Bureau on deputation basis.

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1. Name :
  2. Date of Birth :
  3. Educational Qualification :
  4. Professional Courses/  
Training attended :
  5. Present post held and the  
date from which held,  
whether ad-hoc or regular  
its scale of pay :
  6. Substantive post held and  
the date from which held,  
its scale of pay :
  7. Particulars of Driving  
License (No. and valid upto :
  8. Experience of driving :
  9. Whether SC/ST :
  10. Date of return from the ex-  
cadre post held previously :
  11. Any other remarks :

SIGNATURE \_\_\_\_\_

DESIGNATION \_\_\_\_\_

DATE \_\_\_\_\_

CERTIFICATE TO BE GIVEN BY THE APPLICANT'S OFFICE

1. It is certified that the particulars furnished by the official are correct.
2. It is certified that no disciplinary/vigilance case is either pending or contemplated against the applicant and he is clear from the vigilance angle.
3. His integrity is certified.