

Tele : 23012314

No.18(1)/2013/PO(LS)/DP(A&C)
Govt of India, Ministry of Defence
Deptt of Defence Production
Dte of Planning & Coordination
Room No. 12 'H' Block
New Delhi – 110011

31 Oct 2018

To

As per distribution list given at page 3 of this vacancy circular

Sub: **Appointment of Planning Officer (Land Systems) in the Dte of Planning and Coordination, Department of Defence Production, Ministry of Defence On deputation basis**

I am directed to state that 01 (One) post of Planning Officer (Land Systems) in the Pay Band IV, (VI CPC), in the pay scale of Rs 37400-67000/- (Rupees Thirty-Seven Thousand Four Hundred Sixty-Seven Thousand) with Grade pay of Rs. 8700/- (Rupees Eight Thousand Seven Hundred only) in the Dte of Planning and Coordination, Deptt of Defence Production, Ministry of Defence is would fall vacant to be filed by transfer on deputation. However, as per establishment norms of P&C Dte, in respect of service officers, the applicant should be of the rank of Col/ Gp Capt/ Capt, from Army/Air Force/Navy respectively.

2. **QRs/JOB SPECIFICATIONS FOR THE POST OF PLANNING OFFICER - (LAND SYSTEM)**

The job involves the following:-

- (i) Collection, study and analysis of information relating to various armoured and special vehicle projects, Armaments, Ammunition and Explosive in Land System projects in the Department of Defence Production (DDP) as well as in other Ministries of the Government with a view to obtaining an up-to-date picture of the likely availability of various products, technologies and production capacities of relevance to defence items in the country as a whole.
- (ii) Carrying out technology scans in the field of Land Systems, being updated of the direction in which the technology is moving and State of the Art in different Sub System.
- (iii) Technical support work relating to Land System Division in DDP.
- (iv) Analysis of production capacity, requirement of raw materials, intermediates and end products in defence factories, DPSUs related to Land Systems.

- (v) Monitoring Transfer of technology, indigenisation, production monitoring for new generation of armoured vehicles.
- (vi) Progress of projects which become the responsibility of the division.
- (vii) Processing proposals for manpower, finances and projects of the production organization (OFB) and organize Project Management Board Meeting.
- (viii) Transfer of Technology in the scope of contract.
- (ix) Close interaction with R&D organizations and production agencies.

3. **Essential Qualification**

- (a) Overall performance of the officer must be well above average. The officer should not have been permanently superseded for promotion.
- (b) Officer should have knowledge/work in Armament, Ammunition and explosives and/or armoured and special vehicles.

4. **Desirable Qualification**

- (a) Technical Staff Course (TSC) or Passed Staff Course (PSC) qualification.
- (b) Officers from Artillery, Air Defence and Ordnance will be preferred.
- (c) The officer should be familiar with Procurement Procedure (Revenue and/or Capital Procurement).

5. **Mode/Eligibility:**

Transfer on Deputation of serving government officers/employees of PSUs as below:-

- (i) Suitable officers of All India Services, IOFS or officers holding analogous posts in Central Civil Services Group 'A'.
OR
- (ii) Officer holding analogous posts in DRDO/Army/Air Force/Navy (Gp Capt and equivalent).

6. Terms of Deputation:

(a) As per Recruitment Rules for the post of Planning Officer, the period of deputation shall be of 05 years under normal circumstances. Thereafter, extension if any, will be given as per extant rules regarding extension and with the approval of the Competent Authority. For computing the total period of deputation, the period of deputation, in any other ex-cadre post, held immediately preceding this appointment would also be taken into account.

(b) The pay of the officer selected on deputation will be regulated as per existing government orders/instructions. Service Officers on deputation shall continue to draw their pay and allowance from their respective CDAs in the case of selection.

7. How to Apply

Application as per the attached proforma duly recommended by the concerned administrative authorities and ACR Dossier/authenticated copies of last 5 years' ACRs of eligible/willing officer(s) who can be spared in the event of their selection for the full tenure may be forwarded so as to reach **Jt Dir (Adm & Coord), Ministry of Defence, Dte of Planning & Coordination, Room No. 90'A', 'B' Block, DHQ PO, New Delhi – 110011 within 30 days of the date of issue of this circular.** The candidates who apply for the post will not be allowed to withdraw their candidature subsequently and undertaking be furnished accordingly.

8. The application should be forwarded as per attached proforma only. Record of service in respect of service officer can be submitted wherever considered desirable.

9. The administrative authority should render a certificate to the effect that the particulars furnished by the officers(s) are correct and no disciplinary case is pending/contemplated against the officer(s).

10. All addressees are requested to give wide publicity to this circular. **Service HQrs as well as OFB are also requested to upload/advertise the above vacancy circular on their respective websites. The same is also being uploaded by this Dte on the website of Department of Defence Production, Ministry of Defence www.ddpmod.gov.in under the hyperlink 'Vacancy & Circular' with the heading "Vacancy circular for the post of PO(LS) in Directorate of Plg & Coord, DDP".**


(Sushil Sharma)
Gp Capt
DPO (A&E)

Distribution:

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|---|--|
| 1. IHQ of MoD (Army)
MS Branch/MS-3B
South Block, New Delhi | 2. Air HQ/JDPO-1(Dep), VB
Room No-343, New Delhi – 11 |
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3. NHQ/DOP, 'C' Wing
Sena Bhawan, New Delhi- 11
4. Director G & HRD
OFB,10-A, SK Bose Road
Kolkata-700001
5. All Ministries/Deptt of Govt of India (**Through DDP's website**)
6. DRDO (Dir/Personnel),
DRDO Bhawan
7. DGQA/Adm-4, 'G' Block
New Delhi – 11
8. All Defence PSUs
9. NIC (Defence) Coordinator - The vacancy circular is being emailed for uploading the same on DDP's website as per para 10 of the aforesaid vacancy circular.

BIO-DATA PROFORMA
(Application for the post of PO (LS))

1. Name & address in Block letters :
2. Date of Birth (in Christian era) :
3. Date of retirement under
Central/State Govt Rules :
4. Educational Qualifications :
5. Whether Education and other
Qualification required for the post
are satisfied (if any qualifications
have been treated as equivalent
to the prescribed in the rules, state the
authority for the same).

Qualifications/experience required

Qualification/experience
Possessed by the Officer

Essential:

Desirable

6. Please state clearly whether in the
light of entries made by you above,
you meet the requirements 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/ Organisation (a)	Post Held (b)	From (c)	To (d)	Scale of Pay and basic pay (e)	Nature of duties (f)
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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. Additional Details about Present employment. Please state whether working under:
- (a) Central Government
 - (b) State Government
 - (c) Government Undertaking
11. Are you in revised scale of pay? If yes, give the date from which the revision took place and also indicate the pre-revised pay drawn:
12. Total emoluments per month now drawn:
13. Additional information, if any, which you would like to mention in support of your suitability for the post. Enclose a separate sheet, if the space is insufficient.
14. Whether belong to SC/ST:
15. Remarks.

Signature of the Candidate

Address -----

Dated: -----