F. No. A.12034/11/2019-E-II
Government of India
Ministry of Ayush
*****
GPO Complex, B-Block,
Ayush Bhawan, INA, New Delhi
Dated: 17 Aug, 2022

VACANCY CIRCULAR

Subject: Filling up one post of Chief Executive Officer (Technical) in National Medicinal Plants Board (NMPB), Ministry of Ayush -reg

It is proposed to fill up one post of Chief Executive Officer (Technical) in the Pay Matrix Rs.1,44,200-2,18,200 in Level-14 of 7th CPC in National Medicinal Plants Board (NMPB), under the Ministry of Ayush, Government of India.

2. The post is proposed to be filled up on Deputation (Including Short Term Contract)/Contract basis. The details and eligibility criteria for filling up the post are given in Annexure-I.

3. Applications should be sent through proper channel in the Prescribed Proforma (Annexure-II). While forwarding the applications, concerned department should send up-to-date APARs of last five years, Vigilance clearance certificate & Integrity Certificate etc. of the applicant in the prescribed proforma (Annexure-III).

3. The application in duplicate complete in all respect should reach in the prescribed proforma through proper channel to Shri Abdul Sadiq Khan, Under Secretary, Establishment Division, Ministry of Ayush, Government of India, Ayush Bhawan, B-Block, GPO Complex, INA, New Delhi-110023 within 42 days from the date of publication of the advertisement for this post in Employment Newspaper. This advertisement is also available on the website of this Ministry www.ayush.gov.in

(Addul Sadiq Khan)
Under Secretary to the Government of India
Tele: 011-24651961
Email:- khan.as@gov.in

Encl: as above

To:

1. All Ministries/Departments of Govt. of India for wider circulation of the vacancy.
2. Chief Secretaries to State Governments/ Administrators of UT Administrations for wider circulation of the vacancy.
3. Under Secretary(CS-I), CS Division, DoPT, Lok Nayak Bhawan, Khan Market, New Delhi-110003- with request to upload this vacancy circular on DoPT’s website.
4. Dr. Kumaran (RO) for uploading on the website of Ministry of Ayush.
5. All organizations of Ministry of Ayush for wider circulation and uploading on their respective websites, social media etc.
Government of India  
Ministry of Ayush  
E-I Section  
*****

**Filling up of one post of Chief Executive Officer (Technical), National Medicinal Plants Board (NMPB), Ministry of Ayush, New Delhi-reg.**

Applications are invited, in duplicate, from eligible candidates for filling up one post of Chief Executive Officer (Technical), NMPB, Ministry of Ayush, Government of India. The eligibility criteria and other details are given below. Details are also available on the website of this Ministry (www.ayush.gov.in).

<table>
<thead>
<tr>
<th></th>
<th>Name of the post</th>
<th>Chief Executive Officer (Technical)</th>
</tr>
</thead>
<tbody>
<tr>
<td>2</td>
<td>Number of post</td>
<td>One (01)</td>
</tr>
<tr>
<td>3</td>
<td>Mode of Recruitment</td>
<td>Deputation (Including Short Term Contract) or Contract</td>
</tr>
<tr>
<td>4</td>
<td>Scale of pay/ Grade Pay</td>
<td>Level 14 of the pay matrix (Rs.1,44,200-2,18,200).</td>
</tr>
<tr>
<td>5</td>
<td>Age limit for applying (as on the closing date for receipt of application)</td>
<td>Not exceeding 58 years</td>
</tr>
</tbody>
</table>

5 Eligibility Criteria

I. **Deputation(Including Short Term Contract):** Officers under the Central Government/ State Governments/ Union territories/ Public Sector Undertakings/ Recognized Research Institutions/ Statutory or Autonomous Organizations/ Recognized Universities/Research Institutions:

(a) (i) holding analogous post on regular basis in the parent cadre or department; or

(ii) with two/ three years service rendered after appointment thereto on a regular basis in posts in Level-13A/ Level-13 in the pay matrix or equivalent in the parent cadre or department; and

(b) possessing the educational qualifications and experience as under:-

Essential:

(i) MD/MS in any of the Indian Systems of Medicine from recognized University/ Institute, and

(ii) 10 years working experience in the field of any of the Indian Systems of Medicine.

Desirable:

(i) Ph.D in any of the Indian Systems of Medicines from recognized University/Institute.

(ii) At least one year experience relating to cultivation/propagation, Trade and Marketing/ Export in Ayush Manufacturing and Quality control in the Medicinal Plants Sector.
**Note-1**: Deputationists will be only from Central Government/ State Government/ UTs/ Universities/Recognized Research Institutions/ PSUs/ Statutory or Autonomous Organizations.

**Note-2**: The period of deputation (Including Short Term Contract) including the period of deputation (Including Short Term Contract) in an other ex-cadre post held immediately preceding this appointment in the same or some other Organization/ Department of Central Government shall ordinarily not exceed 5 years. The maximum age limit for appointment by Deputation (Including Short Term Contract) shall not exceed 58 years as on the closing date of the receipt of applications.

**II. Contract**: Individuals working at comparable levels in Private Sector Institutes/Organizations, Consultancy Organizations, International/ Multinational Organizations currently drawing a gross salary in the range of Pay Level-13 and above in the pay matrix, and possessing the educational qualification and experience as prescribed for deputationists.

**Note-3**: The period of contract shall not ordinarily exceed three (03) years.

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<tr>
<td>6.</td>
<td><strong>Duties and Responsibilities</strong>&lt;br&gt;In the capacity of CEO of National Medicinal Plants Board (NMPB) to look after policy formulation, co-ordination with Ministries/ Departments/State/UT Governments for ensuring sustainable availability of Medicinal Plants and to co-ordinate all matters relating to their development and sustainable use including aspects of marketing propagation.</td>
</tr>
<tr>
<td>7.</td>
<td><strong>Place of duty</strong>&lt;br&gt;National Medicinal Plants Board(NMPB), Red Cross Building, New Delhi.</td>
</tr>
<tr>
<td>8.</td>
<td><strong>Last Date for receipt of applications</strong>&lt;br&gt;The application complete in all respect in duplicate should reach in the prescribed proforma through proper channel to Shri Abdul Sadiq Khan, Under Secretary, Establishment Division, Ministry of Ayush, Government of India, Ayush Bhawan, B-Block, GPO Complex, INA, New Delhi-110023 within 42 days from the date of publication of the advertisement for this post in the employment newspaper.</td>
</tr>
<tr>
<td>9.</td>
<td><strong>General Instructions</strong>&lt;br&gt;Applications not received through proper channel as well as those received after closing date of receipt of Application shall not be entertained and summarily rejected &amp; no communication will be made in this regard.</td>
</tr>
</tbody>
</table>

**********
Application for the post of Chief Executive Officer (Technical), National Medicinal Plants Board (NMPB), Ministry of Ayush, New Delhi

<table>
<thead>
<tr>
<th>1.(i)</th>
<th>Name in Block letters</th>
</tr>
</thead>
<tbody>
<tr>
<td>(ii)</td>
<td>Address /Tel No./Mobile No./ E-mail ID</td>
</tr>
<tr>
<td>2.</td>
<td>Date of Birth (in Christian era)</td>
</tr>
<tr>
<td>3.(i)</td>
<td>Date of entry into service</td>
</tr>
<tr>
<td>(ii)</td>
<td>Date of retirement under Central/State Government Rules</td>
</tr>
<tr>
<td>4.</td>
<td>Educational Qualifications</td>
</tr>
<tr>
<td>5.</td>
<td>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)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Qualifications/Experience required as mentioned in the advertisement/vacancy circular</th>
<th>Qualifications/Experience possessed by the Officer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Essential</td>
<td>Essential</td>
</tr>
<tr>
<td>A) Qualification:- MD/MS in any of the Indian Systems of Medicine from recognized University/Institute, and</td>
<td></td>
</tr>
<tr>
<td>B) Experience:- 10 years working experience in the field of any of the Indian Systems of Medicine.</td>
<td></td>
</tr>
<tr>
<td>Desirable</td>
<td>Desirable</td>
</tr>
<tr>
<td>A) Qualification:- Ph.D in any of the Indian Systems of Medicines from recognized University/Institute.</td>
<td></td>
</tr>
<tr>
<td>B) Experience:- At least one year experience relating to cultivation/</td>
<td></td>
</tr>
</tbody>
</table>
6. Please state clearly whether in light of entries made by you above, you meet the requisite essential qualifications and work experience 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.**

<table>
<thead>
<tr>
<th>Office/Institution</th>
<th>Post held on regular basis</th>
<th>From</th>
<th>To</th>
<th><em>Pay band and Grade pay/pay scale of the post held on regular basis</em></th>
<th>Nature of duties (in detail) highlighting experience required for the post applied for</th>
</tr>
</thead>
</table>

*Important:* Pay-Band and Grade Pay granted under ACP/MACP are personal to the officer and therefore, should not be mentioned. Only Pay Band and Grade Pay/Pay scale of the post held on regular basis to be mentioned. Details of ACP/MACP with present Pay Band and Grade Pay where such benefits have been drawn by the Candidate, may be indicated as below:

<table>
<thead>
<tr>
<th>Office/Institution</th>
<th>Pay, Pay Band and Grade Pay drawn under ACP/MACP scheme</th>
<th>From</th>
<th>To</th>
</tr>
</thead>
</table>

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 the applicant belongs  
   d) Name of the post and pay of the post held in substantive capacity in the parent organization

9.1 **Note:** In case of Officers already on deputation, the applications of such officers should be forwarded by the parent cadre/Department along with Cadre Clearance, Vigilance Clearance and Integrity certificate.

9.2 **Note:** Information under Column 9(c) & (d) above must be given in all cases where a person is holding a post on deputation outside the cadre/organization but still maintaining a lien in his parent cadre/organization

10. If any post held on Deputation in the past by the applicant, date of return from the last deputation and other details.
### 11. Additional details about present employment:

Please state whether working under (indicate the name of your employer against the relevant column)

- a) Central Government
- b) State Government
- c) Autonomous Organization
- d) Government Undertaking
- e) Universities
- f) Others

### 12. Please state whether you are working in the same Department and are in the feeder grade or feeder to feeder grade.

### 13. 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.

### 14. Total emoluments per month now drawn

<table>
<thead>
<tr>
<th>Basic pay in the PB</th>
<th>Grade pay</th>
<th>Total emoluments</th>
</tr>
</thead>
<tbody>
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</tbody>
</table>

### 15. In case the applicant belongs to an Organization which is not following the Central Government Pay-scales, the latest salary slip issued by the Organization showing the following details may be enclosed.

<table>
<thead>
<tr>
<th>Basic pay with scale of pay and rate of increment</th>
<th>Dearness Pay/Interim relief/ other allowances etc.,(with break-up details)</th>
<th>Total emoluments</th>
</tr>
</thead>
<tbody>
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<td></td>
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</tbody>
</table>

### 16. Additional information, if any, relevant to the post you applied for 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
- iii) work experience over and above prescribed in the Vacancy Circular/Advertisement)

(�ote: Enclose a separate sheet, if the space is insufficient)

### 16. Achievements:

The candidates are requested to indicate information with regard to:

- i) Research publications and reports and special projects
- ii) Awards/Scholarships/Official Appreciation
- iii) Affiliation with the professional bodies/institutions/societies and;
- iv) Patents registered in own name or achieved for the Organization
- v) Any research/innovative measure involving official recognition
- vi) Any other information.

(Note: Enclose a separate sheet if the space is insufficient)
17. Please state whether you are applying for Deputation (ISTC) / Contract.

Note: Deputationists (Including Short Term Contract) will be only from Central Government/ State Government/ UTs/ Universities/Recognized Research Institutions/ PSUs/ Statutory or Autonomous Organizations.

Candidates of Private Sector Institutes/Organizations, Consultancy Organizations, International/ Multinational Organizations are eligible only for Contract.

18. Whether belongs to SC/ST

19. List of documents attached (All documents should be duly self attested. Application should be continuously page numbered)

<table>
<thead>
<tr>
<th>S No.</th>
<th>Name of the documents</th>
<th>Page No.</th>
</tr>
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<tbody>
<tr>
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</tbody>
</table>

I have carefully gone through the vacancy circular/advertisement and I am well aware that the information furnished in the Curriculum Vitae duly supported by the documents in respect of Essential Qualification/ Work Experience submitted by me will also be assessed by the Selection Committee at the time of selection for the post. The information/ details provided by me are correct and true to the best of my knowledge and no material fact having a bearing on my selection has been suppressed/ withheld.

Signature of the candidate________________
Address:____________________

Date: ____________
Certification by the Employer/Cadre Controlling Authority

The information/details provided in the above application by the applicant are true and correct as per the facts available on records. He/she possesses educational qualifications and experience mentioned in the vacancy circular. If selected, he/she will be relieved immediately.

2. **Also certified that:-**

   a. There is no vigilance or disciplinary case pending/ contemplated against Shri/Smt.______________________________.

   b. His/ Her integrity is certified.

   c. His/ Her CR Dossier in original is enclosed/photocopies of the ACRs for the last 5 years duly attested by an officer of the rank of Under Secretary of the Govt. of India or above are enclosed.

   d. No major/minor penalty has been imposed on him/her during the last 10 years **Or** A list of major/minor penalties imposed on him/her during the last 10 years is enclosed. (as the case may be).

   Countersigned

   ____________________________

   (Employer/Cadre Controlling Authority with Seal)