

NATIONAL INVESTIGATION AGENCY
 MINISTRY OF HOME AFFAIRS,
 GOVERNMENT OF INDIA
 OPPOSITE CGO COMPLEX
 LODHI ROAD, NEW DELHI

No E-76/ 01/ Legal/ Depu/ 2024/NIA/ 7588

Dated- 24 May, 2024

To,

1. All Ministries/Departments of Government of India.
2. The Ministry of Law, Government of India.
3. The Chief Secretaries to the Government of all States/UTs.
4. The Directors General of Police of all States/UTs.
5. The Directors General of BSF, CRPF, CISF, SSB, ITBP, RPF, Assam Rifles, BPR&D, NCRB.
6. The Director of CBI, IB & ED.
7. The Joint Secretary (Pers), Cabinet Secretary, New Delhi.
8. The Chairman of CBDT and CBIT.

Subject: **Inviting Nomination for Legal Posts in NIA on deputation (ISTC)/absorption basis.**

Nominations are invited for the Legal Posts on deputation (ISTC)/absorption basis in NIA. Details of posts and vacancies are as under :-

SN	Post with pay scale	Vacancies	Proposed place of posting depending on vacancies
i)	Senior Public Prosecutor Pay Scale - Pay Matrix Level - 11(Rs 67,700/- to 2,08,700/-) (PB-3 with GP 6600/- pre-revised)	03 Posts* Deputation(ISTC)/ Absorption basis	All India Based.
ii)	Public Prosecutor Pay Scale - Pay Matrix Level - 10 (Rs 56,100/- to 1,77,500/-) (PB-3 with GP 5400/- pre-revised)	02 Posts* Deputation(ISTC)/ Absorption basis	All India Based.

* Subject to variation depending on vacancies.

2. The eligibility criteria (educational qualification, experience, etc.) are furnished in the **Annexure-I-A & I-B (available at NIA website www.nia.gov.in/recruitment-notice.htm)**. The candidates who apply for the post will not be allowed to withdraw their candidature subsequently.

Contd..02/-.....

SHANKAR KATA RAJMEDHI, IPS
 Superintendent of Police
 National Investigation Agency
 Ministry of Home Affairs

3. It is requested that the above advertisement may kindly be circulated among all Departments/Institutions/Offices under your charge and also hosted on their websites. The nominations of eligible officers alongwith following documents in **Hard Copy should reach to the SP(Admin), NIA HQ, Opposite CGO Complex, Lodhi Road, New Delhi 110003 through proper channel within 45 days from the date of publication of this item in 'Employment News'**.


- i) Bio-data in prescribed proforma (**Annexure-II**) (**Available in NIA website-www.nia.gov.in/recruitment-notice.htm**) duly countersigned by the competent authority.
- ii) Supporting certificate/ documents in respect of claimed educational qualification including essential qualification of Bachelor Degree.
- iii) Cadre clearance certificate stating that 'in event of selection, he will be relieved immediately' issued by cadre controlling authority.
- iv) Photo copies of APAR dossier from the year 2018-19 to 2022-23 duly attested (it may be ensured that the same are attested on each pages with rubber stamp by an officer not below the rank of Under Secretary to the Government of India.)
- v) Vigilance Clearance Certificate and Integrity Certificate issued by the respective department.
- vi) The details of major/minor penalties imposed on the officer during the last 10 years.

4. Applications received after the last date, or application of incomplete in any respect or those not accompanied by the documents/ information as per Para-3 above will not be considered. The Cadre Authorities may ascertain that the particulars sent by the officers are correct as per the records.

5. The eligibility criteria and application form as well as Recruitment Rules are also available on NIA website **www.nia.gov.in/recruitment-notice.htm**.

Encl:- Annexure 'I-A & I-B & 'II'.

Yours sincerely


SHANKAR BRAJA RAIMEEDHI, IPS
Superintendent of Police
(S.B. Raimeedhi, IPS)
Ministry of Home Affairs
NIA Hqrs, New Delhi

Copy forwarded for information and needful action to (through e-mail only):-

- (i) All IsG, NIA.
- (ii) All DIsG, NIA.
- (iii) The SP (IT), NIA Hqrs, New Delhi for uploading the matter on NIA website.
- (iv) All Branch Offices of NIA : for information and wide publicity

**ELIGIBILITY CRITERIA FOR THE POST OF SENIOR PUBLIC
PROSECUTOR ON DEPUTATION (ISTC)/ABSORPTION BASIS**

1	Name of the post	Senior Public Prosecutor
2	Nos. of post	03 Posts* for deputation (ISTC)/absorption (*subject to variation depending on vacancies)
3.	Classification of the post	General Central Service, Group – ‘A’, Gazetted, Non-Ministerial
4.	Scale of pay	Pay Scale – Pay Matrix Level – 11 (Rs 67,700/- to 2,08,700/-) (PB-3 with GP 6600/- pre-revised)
5.	DA, HRA, TPT & other allowance	As admissible under the Central Government orders from time to time.
6.	Special Security Allowance	20% of basic pay.
7.	Eligibility Criteria for deputation (ISTC) / absorption to NIA	<p>Officers of the Central Government / State Government / Recognized Research Institutions/ Universities / Public Sector Undertakings / Semi-Government / Statutory or Autonomous Organisation:-</p> <p>(a) (i) Holding analogous posts on regular basis in the parent cadre/ department, or</p> <p>(ii) With five years’ service in the grade on regular basis in posts in the Pay Band-3, Pay Scale of Rs. 15,600-39,100/- with Grade Pay of Rs. 5400/- or equivalent in the parent cadre / department, and</p> <p>(b) Possessing following educational qualifications and experience:-</p> <p>(i) Bachelors’ Degree in Law from a recognised University;</p> <p>(ii) Eight years’ experience in Prosecution of Criminal Cases.</p> <p>Note:- 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, deputations shall not be eligible for consideration for appointment by Promotion.</p>

		<p>(Period of deputation (including short term contract), including period of deputation (including short term contract) in another ex-cadre post held immediately preceding this appointment in the same or some other organisation/ department of the Central Government shall not exceed three years. The maximum age limit for appointment by deputation (including short term contract) shall be not exceeding 56 years as on the closing date of receipt of applications).</p>
8.	Nature of duties	<ul style="list-style-type: none"> ➤ He will ensure that the records relating to his section are correctly and properly maintained and that statements, returns and reports are submitted in proper time and without delay. ➤ He will comment on Final Reports, scrutinize the charge sheets to be filed in Courts and draft sanction orders for prosecution. ➤ He will ensure preparation of paper books containing statement of witnesses and copies of documents, as necessary under the law, are supplied to the accused persons in good time. ➤ He will conduct the prosecution in Court of all important cases and will submit Court Diaries in respect of such cases. ➤ He will ensure the proper conduct of prosecution by Public Prosecutors of his branch and give them necessary help, guidance and advice. ➤ He will prepare and forward conviction, acquittal and discharge reports in the prescribed form. ➤ He will take steps to obtain certified copies of the judgements, as may be necessary without delay, in cases in which appeal or revision is recommended and prepare a self-contained note giving the reasons for acquittal or discharge and the grounds on which Appeal or Revision is considered necessary. ➤ He will ensure and responsible for seeing that the Government Counsels or Special Counsels engaged are fully and properly briefed. ➤ He will arrange to keep in touch with the progress of cases coming up in the High Courts and Supreme Courts.




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 Superintendent of Police
 National Investigation Agency
 Ministry of Home Affairs
 Chandigarh, New Delhi

		<ul style="list-style-type: none"> ➤ In cases which are to be sent up for Regular Departmental Action he will be responsible for the preparation of draft charges, statement of allegations and list of witnesses, list of documents relied upon etc. ➤ In cases which are to be sent up for the Court trial, he will record detailed notes in the prescribed register regarding disposal of case property. He will be responsible for obtaining orders from courts as soon as possible about disposal of the case property. ➤ He will ensure that warrants are obtained for the arrest of absconding accused persons and that necessary action is taken under section 82 and 83 Cr.P.C. ➤ He will be responsible to see that summons to witnesses are issued from Courts in proper time. ➤ He should be available to discuss cases with investigating officers and give them guidance and advice on legal points arising during the course of investigation. ➤ He will keep the Superintendents of Police, DLA informed of all important matters concerning the work of his Section or concerning the proceedings in Courts or in Departmental Action. ➤ He will inspect the Malkhana periodically and at least once in three months. ➤ He will attend the coordination meetings with the SP to review progress of cases under trial and other important matters relating to prosecution. ➤ CIO/IO shall assist the Sr PP in the discharge of his above said duties.
9.	Deputation (ISTC)	The other terms and conditions of deputation will be government as laid down in the Govt. of India, DoP&T OM No. 6/08/2009-Estt (Pay-II) dated 17.06.2010 as amended from time to time.


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**ELIGIBILITY CRITERIA FOR THE POST OF PUBLIC PROSECUTOR ON
DEPUTATION (ISTC)/ABSORPTION BASIS**

1	Name of the post	Public Prosecutor
2	Nos. of post	02 Posts* for deputation (ISTC)/absorption (*subject to variation depending on vacancies)
3.	Classification of the post	General Central Service, Group – ‘A’, Gazetted, Non-Ministerial
4.	Scale of pay	Pay Scale – Pay Matrix Level – 10 (Rs 56,100/- to 1,77,500/-) (PB-3 with GP 5400/- pre-revised)
5.	DA, HRA, TPT & other allowance	As admissible under the Central Government orders from time to time.
6.	Special Security Allowance	20% of basic pay.
7.	Eligibility Criteria for deputation (ISTC) / absorption to NIA	<p>Officers of the Central Government / State Government / Recognized Research Institutions/ Universities / Public Sector Undertakings / Semi-Government / Statutory or Autonomous Organisation:-</p> <p>(a) (i) Holding analogous posts on regular basis in the parent cadre/ department, or</p> <p>(ii) With two years’ service in the grade on regular basis in post in Pay Band-2, Pay Scale of RS. 9300/- - 34,800/- with Grade Pay of Rs. 4800/- or equivalent in the parent cadre/ department, and</p> <p>(b) Possessing following educational qualifications and experience:-</p> <p>(i) Bachelors’ Degree in Law from a recognised University;</p> <p>(ii) Five years’ experience in Prosecution of Criminal Cases.</p> <p>Note:- Period of deputation (Including short term contract) including period of deputation (including short term contract) in another ex-cadre post held immediately preceding this appointment in the same or some other organization/ department of the Central Government shall not exceed three</p>


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 Superintendent of Police
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		years. The maximum age limit for appointment by deputation (including short term contract) shall be not exceeding 56 years as on the closing dated of received of applications.
8.	Nature of duties	<ul style="list-style-type: none"> ➤ He will ensure that the records relating to his section are correctly and properly maintained and that statements, returns and reports are submitted in proper time and without delay. ➤ He will prepare the Final Reports, scrutinize the charge sheets to be filed in Courts and draft sanction orders for prosecution. ➤ He will ensure preparation of paper books containing statement of witnesses and copies of documents, as necessary under the law, are supplied to the accused persons in good time. ➤ He will conduct the prosecution in Court of all important cases and will submit Court Diaries in respect of such cases. ➤ He will prepare and forward conviction, acquittal and discharge reports in the prescribed form. ➤ He will take steps to obtain certified copies of the judgements, as may be necessary without delay, in cases in which appeal or revision is recommended and prepare a self-contained note giving the reasons for acquittal or discharge and the grounds on which Appeal or Revision is considered necessary. ➤ He will ensure and responsible for seeing that the Government Counsels or Special Counsels engaged are fully and properly briefed. ➤ He will arrange to keep in touch with the progress of cases coming up in the High Courts and Supreme Courts. ➤ In cases which are to be sent up for Regular Departmental Action he will be responsible for the preparation of draft charges, statement of allegations and list of witnesses, list of documents relied upon etc. ➤ In cases which are to be sent up for the Court trial, he will record detailed notes in the prescribed register regarding disposal of case property. He will be responsible for obtaining orders from courts as soon as possible about disposal of the case property.



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		<ul style="list-style-type: none"> ➤ He will ensure that warrants are obtained for the arrest of absconding accused persons and that necessary action is taken under section 82 and 83 Cr.P.C. ➤ He will be responsible to see that summons to witnesses are issued from Courts in proper time. ➤ He should be available to discuss cases with investigating officers and give them guidance and advice on legal points arising during the course of investigation. ➤ He will keep the Superintendents of Police, Sr. PP and DLA informed of all important matters concerning the work of his Section or concerning the proceedings in Courts or in Departmental Action. ➤ He will inspect the Malkhana periodically and at least once in three months. ➤ He will attend the coordination meetings with the SP to review progress of cases under trial and other important matters relating to prosecution. ➤ CIO/IO shall assist the PP in the discharge of his above said duties.
9.	Deputation (ISTC)	The other terms and conditions of deputation will be government as laid down in the Govt. of India, DoP&T OM No. 6/08/2009-Estt (Pay-II) dated 17.06.2010 as amended from time to time.


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BIO-DATA/CURRICULUM VITAE PROFORMA
{DOP&T OM NO. AB.14017/28/2014-Est. (RR) dated 02.07.15}

Post applied for

1. Name and Address (in Block Letters)	
2. Date of birth (in Christian era)	
3. i) Date of entry into service	
ii) Date of retirement under Central/State Government 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)	
Qualifications/Experience required as mentioned in the advertisement/vacancy circular	Qualifications/experience possessed by the officer
Essential	Essential
A) Qualification	A)
B) Experience	B)
Desirable	Desirable
A) Qualification	A)
B) Experience	B)
<p>5.1 Note: This column needs to be amplified to indicate Essential and Desirable Qualifications as mentioned in the RRs by the Administrative Ministry/Department/Office at the time of issue of Circular and issue of Advertisement in the Employment News.</p> <p>5.2 In the case of Degree and Post Graduate Qualifications Elective/main subjects and subsidiary subjects may be indicated by the candidate.</p>	
6. Please state clearly whether in the light of entries made by you above, you meet the requisite Essential Qualifications and work experience of the post.	
<p>6.1 Note: Borrowing Departments are to provide their specific comments/views confirming the relevant Essential Qualification/Work experience possessed by the Candidate (as indicated in the Bio-data) with reference to the post applied.</p>	



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7. Details of Employment, in chronological order. Enclose a separate sheet duly authenticated by your signature, if the space below is insufficient.

Office/Institution	Post held on regular basis	From	To	*Pay Band and Grade Pay/Pay scale of the post held on regular basis	Nature of Duties (in detail) highlighting experience required for the post applied for

***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;

Office/Institution	Pay, Pay Band, and Grade Pay drawn under ACP/MACP Scheme	From	To

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-	


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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 organisation
<p>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.</p> <p>9.2 Note: Information under column 9(c) and (d) above must be given in all cases where a person is holding a post on deputation outside the cadre/organisation but still maintaining a lien in his parent cadre/organisation</p>			
<p>10. If any post held on Deputation in the past by the applicant, date of return from the last deputation and other details</p>			
<p>11. Additional details about present employment: Please state whether working under (indicate the name of your employer against the relevant column)</p> <p>a) Central Government b) State Government c) Autonomous Organisation d) Government Undertaking e) Universities f) Others</p>			
<p>12. Please state whether you are working in the same Department and are in the feeder grade or feeder to feeder grade</p>			
<p>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</p>			
<p>14. Total emoluments per month now drawn</p>			
Basic Pay in the PB	Grade Pay	Total Emoluments	
<p>15. In case the applicant belongs to an Organisation which is not following the Central Government Pay-scales, the latest salary slip issued by the Organisation showing the following details may be enclosed.</p>			


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Basic Pay with Scale of Pay and rate of increment	Dearness Pay/interim relief/ other allowances etc., (with break-up details)	Total Emoluments
<p>16.A Additional Information, if any, relevant to the post you applied for in support of your suitability for the post.</p> <p>This among other things may provide information with regard to-</p> <ul style="list-style-type: none"> (i) Additional academic qualifications (ii) Professional training & (iii) Work experience over and above prescribed in the Vacancy Circular/Advertisement) <p>(Note: Enclose a separate sheet, if the space is insufficient)</p>		
<p>16.B Achievements:</p> <p>The candidates are requested to indicate information with regard to;</p> <ul style="list-style-type: none"> (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 <p>(Note: Enclose a separate sheet, if the space is insufficient)</p>		
<p>17. Please state whether you are applying for deputation (ISTC)/Absorption/Re-employment Basis.</p> <p> #(Officers under Central/State Governments are only eligible for “Absorption”. Candidates of non-Government Organisations are eligible only for Short Term Contract)</p>		
<p># (The option of ‘STC’/ ‘Absorption’/ ‘Re-employment’ are available only if the vacancy circular specially mentioned recruitment by “STC”or “Absorption” or “Re-employment”).</p>		



18. Whether belongs to SC/ST

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: _____

Contact No. _____

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;

- i) There is no vigilance or disciplinary case pending/contemplated against Shri/Smt.
- ii) His/ Her integrity is certified.
- iii) 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.
- iv) 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)**

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Ministry of Home Affairs
Govt. of India, New Delhi