Government of India Ministry of Home Affairs Department of Border Management Land Ports Authority of India 1st Floor, Lok Nayak Bhawan, Khan Market, New Delhi-110511.

F.NO.E-13012/3/2020 (Rectt.)/(3511273)/3625-39

Dated: the 11th of May, 2022

VACANCY CIRCULAR

Subject: Filling up of Group 'A', 'B' & 'C' posts at LPAI Secretariat, New Delhi and its ICPs on deputation (Foreign Service) basis from those working in Central/State Government.

The Land Ports Authority of India (LPAI), a statutory body set up under the LPAI Act 2010 for development and management of Land Ports / Integrated Check Posts (ICPs) at various locations on international land borders of India proposes to fill-up the following Group 'A', 'B & 'C' posts on deputation (Foreign Service) basis from amongst Central/State Government officers for its Secretariat and Integrated Check Posts as under:-

LPAI Sectt., New Delhi

SI. No.	Name of Post	Pre-revised Pay Band + Grade Pay	Pay Matrix Level (7th CPC)	No. of posts to be filled up
1.	Under Secretary	Pay Band-3 + 6600	Level- 11	1
2.	Section Officer	Pay Band -2 + 4600	Level-7	2
3.	Private Secretary	Pay Band -2+4600	Level-7	1
4.	Assistant Engineer (Electrical)	Pay Band -2+4600	Level-7	2
	& Assistant Engineer (Civil)			(1 each)
5.	Assistant	Pay Band-2+4200	Level-6	2
6.	Sr. Accountant	Pay Band-2+4200	Level-6	1
7.	Junior Engineer (Civil and Electrical)	Pay Band-2+4200	Level-6	2 (1 each)
8.	Personal Assistant	Pay Band-2+4200	Level-6	3
9.	Accountant	Pay Band-1+2800	Level-5	1
			Sub Total (A)	15

For ICPs:

1.	Manager	Pay Band-3 + 6600	Level- 11	4
2.	Assistant	Pay Band-2+4200	Level-6	9
3.	Stenographer Grade-D	Pay Band-1+2400	Level-4	6
			Sub Total (B)	19
		GRAN	ND TOTAL (A+B)	34

- 2. (i) Number of vacancies may be decreased or increased at the discretion of the Competent Authority, LPAI.
 - (ii) Selected Officer/Official for the vacant posts at ICPs will be liable to be posted at any of the ICPs located at Attari, Jogbani, Raxaul, Agartala, Dawki, Petrapole and Moreh.
 - (iii) LPAI is not an eligible office for GPRA.
- 3. The details of eligibility and other conditions, along with details of functions and responsibilities for the above posts are given in **Annexure** 'A'.
- The format of application is appended as Annexure-'B'.

- 5. The applicants for Group 'B' & 'C' posts should have basic working knowledge of computers particularly in all the modules of MS Office including e-office, email etc.
- 6. The deputation will be initially for a period of three years. Period of deputation will include period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organization or department in the Central Government. The appointment will not bestow on the appointee on deputation any claim for regular appointment.
- The deputation will be subject to various circulars of DOP&T on the subject and especially the terms and conditions of deputation as stipulated in DOP&T's OM No. 6/8/2009-Estt. (Pay II) dated 17.06.2010 and subsequent amendments made thereon.
- 8. The last date for receiving of applications is 24.06.2022.
- 9. The applications of willing and eligible officials whose services could be spared immediately, may be sent along with attested copies of ACRs/APARs for the last 5 years and Vigilance Clearance / Integrity Certificate, through proper channel to the Under Secretary (Estt.), Land Ports Authority of India, 1st Floor, Lok Nayak Bhawan, Khan Market, New Delhi-110003, so as to reach LPAI by 24.06.2022. Applicant who had applied earlier in response to the vacancy circular dated 11.01.2022 will not be required to apply afresh. Incomplete and application received after last date shall not be considered.
- 10. Applicants may send advance copies by post at the above address and also on email id: <u>usgaadmn@lpai.gov.in</u>. However, only the applications received through proper channel by the due date and complete in all respects, shall be considered for selection.
- 11. All the details in this regard may also be obtained from this Authority's website http://lpai.gov.in & http://mha.nic.in/vacancies and National Career Service (NCS) Portal: www.ncs.gov.in

(Robin Gangte) Under Secretary

<u>Tel:-</u> 011-24340712

E-mail:- usga-admn@lpai.gov.in.

To

- 1. The Secretaries of all Departments of Government of India with the request to circulate it widely to all the officials under their control.
- 2. The Chief Secretaries and Resident Commissioners of all State Governments with the request to circulate it widely to all the officials under their control.
- 3. Director (CS Division) DoP&T, Lok Nayak Bhawan, Khan Market, with the request to circulate it widely to all the officers under their control and also to post it on the website.
- 4. DG, CPWD, Nirman Bhawn, New Delhi
- 5. DG BSF, Block No. 10, CGO Complex, Lodhi Road, New Delhi, Delhi 110003 with the request to circulate it widely to all the officials under their control.
- 6. DG SSB, Vivekanand Marg, East Block 5, RK Puram, New Delhi, Delhi 110066 with the request to circulate it widely to all the officials under their control.
- 7. DG ITBP, Block No-2, CGO Complex, Lodi Road, New Delhi, Delhi 110003 with the request to circulate it widely to all the officials under their control.

- 8. DG Assam Riffles, E. Khasi Hills (Shillong), Meghalaya, India with the request to circulate it widely to all the officials under their control.
- 9. Assistant Director (Establishment), Intelligence Bureau, MHA, North Block, New Delhi.
- 10. PPS to Secretary (BM)/ PS to JS (BM)/ DS (BM-II), MHA
- 11. ICP Managers at Attari, Agartala, Petrapole, Raxaul, Jogbani, Moreh and Dawki Land Ports to put this up on their notice board.
- 12. IT Section, MHA for posting on the web-site of MHA at http://mha.nic.in/vacancies through BM-II Division, MHA
- 13. IT Division, LPAI for posting on the web-site of LPAI http://lpai.gov.in at appropriate place.
- 14. IT Division, NCS for posting on the web-site of NCS Portal www.ncs.gov.in at appropriate place.
- 15. Joint CGA, Mahalekha Niyantrak Bhawan Ministry of Finance GPO Complex Block-E, aviation colony, New Delhi-110023.

Post	Duties & Responsibilities	Eligibility Criteria		
Under Secretary	To deal with areas such as policy, planning			
	& development, trade and commerce, finance and accounts, administration and	Deputation – Officers of the Central Government—		
	coordination matters, etc. and any other			
	related work assigned.	(a) (i) holding analogous post on regular basis in the parent cadre or department; or		
		(ii) with five years regular service in the grade rendered after appointment thereto on regular basis in pre-revised pay scale of Rs. 15600-39100 (pay band 3) with grade pay Rs. 5400/or equivalent; and		
		(b) possessing experience in the fields o policy, planning and development administration, human resource development finance, vigilance, court cases communication related matters.		
		Note 1 - Period of deputation or short term contract including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organisation or department in the Central Government shall not exceed three years.		
		Note 2 - The maximum age limit for appointment by deputation shall be no exceeding fifty-five years as on the closing date of receipt of applications.		
Manager	Day to day administration and coordination	Deputation –		
	of various stakeholders at ICPs. Exporting to headquarters on Commercial, administrative * financial matters. Any other related work assigned.	Officers of the Central Government or State Government-		
		(a) (i) holding analogous post on regular basis in the parent cadre or department; or		
		(ii) with five years regular service in the grade rendered after appointment thereto on regular basis in pre-revised pay scale of Rs. 15600-39100 (pay band 3) with grade pay Rs. 5400 or equivalent; and		
		(b) possessing experience in the fields of policy, planning and development administration, human resource development finance, vigilance, court cases and communication related matters.		
		Note 1 - Period of deputation or short term contract including period of deputation in another ex-cadre post held immediately preceding this appointment in the same of some other organisation or department in the Central Government shall not exceed three years.		

		Note 2 - The maximum age limit for appointment by deputation shall be not exceeding fifty-five years as on the closing date of receipt of applications.
Section Officer	to deal with areas such as policy, planning &	Deputation -
Section Officer	development, finance and accounts, administration an coordination matters, etc. and any other related work assigned.	Officer of the Central Government or State Government-
		a) (i) holding analogous post on regular basis in the parent cadre or department; or
		(ii) with five years regular service in the grade rendered after appointment thereto on regular basis in pre-revised pay scale of Rs. 9300 - 34800 (pay Band 2) with grade pay Rs.4200/or equivalent; and
		(a) Possessing experience in the fields of policy, planning and development, administration, human resource development, finance, vigilance, court cases, communication related matters.
		Note 1 Period of deputation or short term contract including period of deputation in another ex —cadre post held immediately preceding this appointment in the same or some other organization or department in the Central Government shall not exceed three years.
·		Note 2 The maximum age limit for appointment by deputation shall be not exceeded fifty five years as on closing date of receipt of applications.
		Short term contract –
		Where the Authority is unable to get suitable officers on deputation, the Authority may fill such vacancies by short term contract employment for a period of maximum six months at a time, from amongst the officers retired from an analogous post in Central Government or State Government and below the age of sixty-five years and having suitable qualifications and experience. The remuneration shall be as per extant rules and regulations of the Central Government on the subject.
Private Secretary		Deputation – Officers of the Central or State Government –
		(a) (i) holding analogous post on regular basis in the parent cadre or department; or
		(ii) with five years regular service in the grade rendered after appointment thereto on regular basis in pre-revised pay scale of Rs. 9300 34800 (pay band 2) with grade pay Rs. 4200 or equivalent; and

(b) possessing experience of working as Private Secretary in a department of the Central Government.

Note 1. --- Period of deputation or short term contract including period of deputation in another ex -cadre post held immediately preceding this appointment in the same or some other organization or department in the Central Government shall not exceed three years.

Note 2 - The maximum age limit for appointment by deputation shall be not exceeding fifty-five years as on the closing date of receipt of applications.

Short term contract -

Where the Authority is unable to get suitable officers on deputation, the Authority may fill such vacancies by short term contract employment for a period of maximum six months at a time, from amongst the officers retired from an analogous post in Central Government or State Government and below the age of sixty-five years and having suitable qualifications and experience. The remuneration shall be as per extant rules and regulations of the Central Government on the subject.

Assistant Engineer (Electrical and Civil)

Duties & Responsibilities: Examination of DPRs and Technical Report/DERS etc of the projects of ICPs. Monitoring Control of functions of ICPs while looking after the detailed project related to ICXPs. Submission of physical and financial reports to the Chairperson/ Members/Directors of LPAI. Any other related work assigned.

Deputation -

Officers of the Central or State Government -

- (c) (i) holding analogous post on regular basis in the parent cadre or department; or
- (ii) with five years regular service in the grade rendered after appointment thereto on regular basis in pre-revised pay scale of Rs. 9300-34800 (pay band 2) with grade pay Rs. 4200 in the Central Public Works Department or equivalent; and
- (d) possessing experience of working on civil or electrical engineering in the Central Public Works Department or equivalent organisations and having experience of monitoring of construction activities.

Note 1 - Period of deputation or short term contract including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organisation or department in the Central Government shall not exceed three years.

		Note 2 - The maximum age limit for appointment by deputation shall be not exceeding fifty-five years as on the closing date of receipt of applications. Short term contract — Where the Authority is unable to get suitable officers on deputation, the Authority may fill such vacancies by short term contract employment for a period of maximum six months at a time, from amongst the officers retired from an analogous post in Central Government or State Government and below the age of sixty-five years and having suitable qualifications and experience. The remuneration shall be as per extant rules and regulations of the Central Government on the subject.
Assistant	To deal with policy, planning & development, finance and accounts, administration and coordination matters, etc and any other related work assigned.	Deputation – Officers of the Central or State Government – (a) (i) holding analogous post on regular basis in the parent cadre or department; or (ii) with five years regular service in the grade rendered after appointment thereto on regular basis in pre-revised pay scale of Rs. 5200-20200 (pay band 1) with grade pay Rs. 2800/- or equivalent; and (b) possessing experience in the fields of administration, human resource development, finance. Note 1 - Period of deputation or short term contract including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organisation or department in the Central Government shall not exceed three years. Note 2 - The maximum age-limit for appointment by deputation shall be not exceeding fifty five years as on the closing date of receipt of applications. Short term contract — Where the Authority is unable to get suitable officers on deputation, the Authority may fill such vacancies by short term contract employment for a period of maximum six months at a time, from amongst the officers

		retired from an analogous post in Central Government or State Government and below the age of sixty-five years and having suitable qualifications and experience. The remuneration shall be as per extant rules and regulations of the Central Government on the subject
Senior Accountant	Dealing with matters relating to budget, accounts and finance of LPAI, financial scrutiny of proposals. Any other related work assigned	Deputation— Officers of the Central or State Government—
		(a) (i) holding analogous post on regular basis in the parent cadre or department; or
		(ii) with five years regular service in the grade rendered after appointment thereto on regular basis in pre-revised pay scale of Rs. 5200-20200 (pay band 1) with grade pay Rs. 2800/or equivalent; and
		(b) possessing experience of working in accounts or finance, projects.
		Note 1.— Period of deputation or short term contract including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organization or department in the Central Government shall not exceed three years.
		Note 2.— The maximum age-limit for appointment by deputation shall be not exceeding fifty five years as on the closing date of receipt of applications.
		Short term contract –
		Where the Authority is unable to get suitable officers on deputation, the Authority may fill such vacancies by short term contract employment for a period of maximum six months at a time, from amongst the officers retired from an analogous post in Central Government or State Government and below the age of sixty-five years and having suitable qualifications and experience. The remuneration shall be as per extant rules and regulations of the Central Government on the subject.
Junior Engineer (Civil & Electrical)	Examination of DPRs and Technical Reports/DERs etc of the projects of ICPs. Monitoring control of functions of the ICPs while looking after the detailed projects related to ICPs. Submission of physical and	Officers of the Central or State Government—

	financial reports to the Chairperson/ Members, Directors, Executive Engineer of LPAI. Any other related work assigned.	(ii) with six years regular service in the grade rendered after appointment thereto on regular basis in pre-revised pay scale of Rs. 9300-34800 (pay band 2) with grade pay Rs. 4200 in the Central Public Works Department or equivalent; and (b) possessing experience of working on civil or electrical engineering in the Central Public Works Department or equivalent
		organisations and having experience of monitoring of construction activities. Note 1.— Period of deputation or short term contract including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organisation or department in the Central Government shall not exceed three years.
		Note 2.— The maximum age-limit for appointment by deputation shall be not exceeding fifty five years as on the closing date of receipt of applications. Short term contract —
		Where the Authority is unable to get suitable officers on deputation, the Authority may fill such vacancies by short term contract employment for a period of maximum six months at a time, from amongst the officers retired from an analogous post in Central Government or State Government and below the age of sixty-five years and having suitable qualifications and experience. The remuneration shall be as per extant rules and regulations of the Central Government on the subject
Personal Assistant	Stenographic & related assistance and operate e-office, emails in computer to Chairman, Members and Secretary, Directors, and Dy. Secretary to LPAI, and any other related works.	Deputation— Officers of the Central or State Government— (a) (i) holding analogous post on regular basis in the parent cadre or department; or (ii) with five years regular service in the grade rendered after appointment thereto on regular
		basis in pre-revised pay scale of Rs. 5200-20200 (pay band 1) with grade pay Rs. 2800/or equivalent; and

		(b) possessing experience of working as personal assistant in the government department.
		Note 1.— Period of deputation or short term contract including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organisation or department in the Central Government shall not exceed three years.
		Note 2.— The maximum age-limit for appointment by deputation shall be not exceeding fifty five years as on the closing date of receipt of applications.
		Short term contract –
		Where the Authority is unable to get suitable officers on deputation, the Authority may fill such vacancies by short term contract employment for a period of maximum six months at a time, from amongst the officers retired from an analogous post in Central Government or State Government and below the age of sixty-five years and having suitable qualifications and experience. The remuneration shall be as per extant rules and regulations of the Central Government on the
Accountant	To deal with matters relating to audit, accounts, finance and projects, book keeping, advance accountancy and any other	Subject Deputation— Officers of the Central or State
	related work assigned, should also be able to work in Tally, excel etc.	(a) (i) holding analogous post on regular basis in the parent cadre or department; or
		(ii) with five years regular service in the grade rendered after appointment thereto on regular basis in pre-revised pay scale of Rs. 5200-20200 (pay band 1) with grade pay Rs.2400/- or equivalent; and
		(b) possessing experience of working in accounts or finance, projects.
		Note 1.— Period of deputation or short term contract including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organisation or department in the Central Government shall not exceed three years. Note 2.— The maximum age-limit for
	,	appointment by deputation shall be not

exceeding fifty five years as on the closing date of receipt of applications. Short term contract -Where the Authority is unable to get suitable officers on deputation, the Authority may fill such vacancies by short term contract employment for a period of maximum six months at a time, from amongst the officers retired from an analogous post in Central Government or State Government and below the age of sixty-five years and having suitable experience. and qualifications remuneration shall be as per extant rules and regulations of the Central Government on the subject Deputation-Stenographer AT ICP of LPAI: State Central Officers of the or(Grade-D) Stenographic & related assistance to officers Governmentof LPAI and computer skill including power point, excel etc. knowledge of e-office, and (i) holding analogous post on regular (a) any other related work assigned. basis in the parent cadre or department; or (ii) with five years regular service in the grade rendered after appointment thereto on regular basis in pre-revised pay scale of Rs. 5200-20200 (pay band 1) with grade pay Rs.1900/or equivalent; and possessing experience of working as (b) personal assistant in the government department. Note 1.— Period of deputation or short term contract including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organisation or department in the Central Government shall not exceed three years. Note 2.— The maximum age limit for appointment by deputation shall be not exceeding fifty five years as on the closing date of receipt of applications. Short term contract -Where the Authority is unable to get suitable officers on deputation, the Authority may fill such vacancies by short term contract employment for a period of maximum six months at a time, from amongst the officers retired from an analogous post in Central Government or State Government and below

the age of sixty-five years and having suitable

remuneration shall be as per extant rules and regulations of the Central Government on the

experience.

and

qualifications

subject

1.	Name of applicant witl			•••••			Self attested passport size photograph
	complete office addres e-mail & telephone No	•	letters),				
2.	Father's Name						
3.	Residential Address wit	th Phone No	D .				
4.	Permanent Address						
5.	Date of Birth (in Christi	an era)					
6.	Whether belongs to SC	S/ST/OBC					
7.	Date of first joining in C	Central/State	e Govern	ment	Service		
8.	Date of retirement und	er Central/S	tate Gov	rt. Ru	les		
9.	Educational Qualification	ons			,		
10.	Whether belongs to All If yes, then mention na						
11.	Post held on regular (i. from which held with g		ve) basis	s and	the date	•••••	
12.	Present pay					•••••	
13.	Details of Employment Enclose a separate sh	eet, duly au	thenticat	ed u	nder your sig	gnature	
	of office / organization employed	Post held	From	То	Basic pay	Grade pay	Major Duties
	1	2	3	4	5	6	7
14.	Nature of present emptemporary or perman	•	e. ad hoo	or			
15.	In case the present em Deputation / contract b	•		ı			
	a) The date of init	ial appointn	nent pg. l				

	b)	The period of contract	appointment on dep	utation/				
	c)	Name of the p which you belo	earent office/organiza ong	ation to				
16.	Trainin	ng/Courses atte	ended					
17.			ut your present emp working under –	loyment				
	b)	State Governr						
	c)	Autonomous (
	d) e)		Sector Undertaking Sector Undertaking				•••	•••
18.	like to the po	mention in sup st vis a-viz the n 2 of Annexure	n, if any, which applic port of his / her suita "duties" mentioned in e-A. Enclose a separ	bility for				
19.	Prefer I).	ence for postin	g in ICPs: II).	III).				
	.,.			111).				
Date:					•	GNATI ile No:	JRE)	
					Address (fo	r comm	unicatio	un).

Declaration by Applicant

1.	as in LPAI shall not bestow any right to me to claim either seniority in the said post in respect of the services rendered by me on deputation or regular appointment.
2.	I will not claim absorption in LPAI in the said post.
3.	I am liable to be repatriated to my parent organization for any inaccuracies in the details noted above or for contravention of any provisions in the rules/orders governing the deputation.
Date:	
Place:	Signature of the applicant

CERTIFICATE TO BE RECORDED BY THE HEAD OF OFFICE / OFFICER NOT BELOW THE RANK OF UNDER SECRETARY IN GOI WHILE FORWARDING THE APPLICATION

1.	Certified that the particulars furnished by the applicant are true and have been verified form the service records.
2.	The applicant, if selected, will be relieved immediately.
3.	Attested copies of ACR/APAR for the last five years are enclosed.
4.	The record of the service of the official has been carefully scrutinized and it is certified that there is no doubt about his/her integrity.
5.	It is certified that no disciplinary/vigilance case is either pending or contemplated against the applicant and he/ she is clear from vigilance angle.
6.	It is certified that no major/minor penalty has been imposed or contemplated on him/her during the last 10 years.
	Signature
	Name
	Designation
	Telephone No
Date: Place:	Official Seal

Note: All Terms & Conditions deputation /foreign service will be followed as per DoP&T O.M. No. 6/8/2009-Estt. (Pay II) dated 17.06.2010 and as amendment from time to time.