

No 4/2/2025-EO(MM-II)
Government of India
Ministry of Personnel, Public Grievances and Pension
Department of Personnel and Training
(Office of the Establishment Officer)

North Block, New Delhi
Dated, the 12 June, 2025

To

1. The Chief Secretaries,
All State Governments,
2. All Secretaries,
Ministries/Departments of Government of India

Subject: Filling up of Six (06) posts of Senior Manager (Level 12 of pay matrix of 7th CPC) in TRIFED (Tribal Co-Operative Marketing Development Federation of India) at the duty stations (i) Jaipur (Rajasthan), (ii) Kolkata (West Bengal), (iii) Bhubaneswar (Odisha), (iv) Delhi (Delhi-NCR), (v) Raipur (Chhattisgarh) and (vi) Ahmedabad (Gujarat) under Ministry of Tribal Affairs on deputation basis.

Sir/Madam,

It is proposed to fill up Six (06) posts of Senior Manager (Level 12 of pay matrix) in TRIFED (Tribal Co-Operative Marketing Development Federation of India) under Ministry of Tribal Affairs on deputation basis, at the following duty stations:

- (i) Jaipur (Rajasthan);
- (ii) Kolkata (West Bengal);
- (iii) Bhubaneswar (Odisha);
- (iv) Delhi (Delhi NCR);
- (v) Raipur (Chhattisgarh);
- (vi) Ahmedabad (Gujarat)

2. Officers of the rank of Deputy Secretary level from the All India Services or any Organized Services of the Government of India, eligible for appointment at Deputy Secretary level under the Central Staffing Scheme are eligible for these posts. The period of deputation to the above posts would be 4 years at Deputy Secretary level.

3. The above posts may be circulated amongst officers eligible to be appointed at Deputy Secretary level or equivalent level in the Government of India on priority basis. Names of willing and eligible officers who can be spared by the State Governments/Ministries/Departments may be forwarded/emailed (dir.mm@nic.in) to this Department along with **cadre clearance, vigilance clearance, detailed bio-data in the enclosed proforma and APAR Dossiers for the last five years**. For officers working in the cadre, it may also be ensured that the 'Cooling off', after a previous stint on deputation, if any, is completed and the officer is eligible for appointment on Central Deputation as per extant instructions. *Applications of those eligible officers, who are already working on Central Deputation under the Central Staffing Scheme/Non-CSS posts of GOI, are required to be forwarded by their respective Ministries/Departments to this Department, along with the approval of their Minister-in-charge.*

4. The above posts are Non-Central Staffing Scheme posts to be filled up through the Civil Services Board (CSB) procedure. It may be noted that no 'Mandatory Posting Certificate' for allotment/retention of Government accommodation would be issued by this office to the officers appointed to the above posts.

5. It is requested that the application(s) of the eligible candidate(s) may please be forwarded/emailed, so as to reach this Department by **11.07.2025**.

Yours faithfully,
 12/06/25

(Annies Kanmani Joy)
Deputy Secretary to the Government of India
Email: dir.mm@nic.in

Copy to:

1. Ministry of Tribal Affairs, [Ms. Shilpa Taneja, Deputy Director], Jeevan Tara Building, New Delhi w.r.t O.M. No. 03/02/2023-Livelihood, dated 27.05.2025.
2. PA to DS(MM) for uploading the circular through bulk e-mail system.

 12/06/25

(Annies Kanmani Joy)
Deputy Secretary to the Government of India

Bio-Data

1	Name	:			
2	Date of Birth	:			
3	Service	:			
4	Batch	:			
5	Contact Telephone No.	(O)	(R)	(M)	
6.	Place of Posting(s)/Duty Station(s) to be opted by the applicant (Tick the appropriate box)	:	(i) Jaipur (Rajasthan)	<input type="checkbox"/>	
			(ii) Kolkata (West Bengal)	<input type="checkbox"/>	
			(iii) Bhubaneswar (Odisha)	<input type="checkbox"/>	
			(iv) Delhi (Delhi NCR)	<input type="checkbox"/>	
			(v) Raipur (Chhattisgarh)	<input type="checkbox"/>	
			(vi) Ahmedabad (Gujarat)	<input type="checkbox"/>	
7	Domicile	:			
8	Educational Qualifications	:			
9	Date of joining service	:			
10	Present Designation and Pay Scale	:			
11	Period of continuous appointment on the present post	:			
12	Date of grant of Level 12 or Grade Pay of 7600/- (if applicable)	:			
13	Date of superannuation	:			
14	Complete Experience/Posting Profile	:			
S. No	Period	Post held/Organization	Cadre post/Deputation post	Place of Posting	Brief Description
15	Whether clear from Vigilance Angle	:	Yes/No		
16	Whether the officer has been on deputation earlier. If so please provide details of organization, nature of deputation and period (dates) of deputation	:			
17	Whether the officer is debarred from deputation under the Central Staffing Scheme	:			

18 Certified that the above particulars are correct and complete.

Signature of the applicant

Date: _____

Signature
Name/Designation & Rubber Stamp
of officer certifying the above Particulars

Note:

Columns 1-14 to be filled in by applicant.

Columns 15-18 to be filled in by Ministry/Department concerned