



भारत सरकार  
GOVERNMENT OF INDIA  
पर्यावरण, वन एवं जल वायु परिवर्तन मंत्रालय  
MINISTRY OF ENVIRONMENT, FOREST & CLIMATE CHANGE  
क्षेत्रीय कार्यालय  
REGIONAL OFFICE  
Ground Floor, East Wing, New Secretariat Building  
Civil Lines, Nagpur - 440001  
E-mail: apccfcentral-ngp-mef@gov.in



F.No. Estt-235/RON/2023/NGP/14170

Date: 16.04.2025

**CIRCULAR**

It is proposed to fill-up the posts listed in Annexure-I in Regional Office, Ministry of Environment, Forests & Climate Change, Ground Floor, East Wing, New Secretariat Building, Civil Lines, Opp. VCA ground, Nagpur-440001 from officials of Central/State Governments Departments /Union territories /Public Sector Undertaking or Recognized Research Institutions or Universities of Statutory of Autonomous Organization on deputation basis. Qualifications required for the posts can be seen at Annexure-1 to 5.

The terms and conditions of the candidates selected for appointment on deputation basis will be governed as laid down in the Government of India, Dept. Of Personnel & Training OM No. 6-8/2009-Estt dated 17.06.2010 & MoEF&CC File No.6-21/2010-ROHQ (Vol. I) dated 19.08.2016 as amended from time to time.

The period of deputation will be initially for three years and likely to be extended up to 5 years. The period of deputation including the period of deputation in the ex-cadre post held immediately preceding this appointment in the same office or other office/department of the Central Government shall ordinarily not exceed three years. The maximum age limit for appointment on deputation shall not be exceeding 56 (Fifty-Six) years as on the closing date prescribed for receipt of application.

Applications of officials who are eligible and are willing to be considered for appointment on deputation basis and who can be relieved immediately after selection may be forwarded through proper channel along with the attached copies of ACR dossiers for the preceding five (5) years and vigilance clearance certificates so as to reach the Additional Director General (Central), Regional Office,(WCZ), Ministry of Environment, Forests & Climate Change, Ground Floor, East Wing, New Secretariat Building, Civil Lines, Opp. VCA ground, Nagpur-440001.

(Continued ...2...)

The receipt of complete application form in the prescribed format for deputation post should reach this office on or before completion of **55 (Fifty-Five)** days from the date of publication of advertisement in the Employment News. Applications received without recommendation of parent department, incomplete, receiving after due date or without ACR dossiers/vigilance clearance will not be entertained by this office.



**Head of Office**  
**Regional Office, Nagpur**

**Copy to: -**

1. The Inspector General of Forest, (ROHQ), Ministry of Environment, Forests & Climate Change, 1<sup>st</sup> Floor, Agni Wing, Indira Paryavaran Bhavan, Jor Babh Road, Aliganj, New Delhi-110 003.
2. Under Secretary to the Government of India, Ministry of Environment, Forests & Climate Change, 1<sup>st</sup> Floor, Agni Wing, Indira Paryavaran Bhavan, Jor Babh Road, Aliganj, New Delhi-110 003.
3. The Senior Technical Director, NIC, Ministry of Environment, Forests & Climate Change, 1<sup>st</sup> Floor, Agni Wing, Indira Paryavaran Bhavan, Jor Babh Road, Aliganj, New Delhi-110 003 with request to upload the said detailed advertisement in the website of MoEF&CC under caption of "Recruitment of various posts on deputation basis in RO, MoEF&CC, Nagpur"
4. All Regional Office of MoEF&CC. Government of India.
5. All Central Government offices located in Maharashtra.


Name of Post	Classification	Pay Band	Eligibility Conditions
Principal Private Secretary (One Post)	General Central Service Group –A Gazetted Ministerial	Level-11 Rs. 67700-208700	<p>Officers holding the post of Stenographer under the Central Government or State Government or Union Territories or Public Sector Undertaking or Recognized Research Institutions. or Universities or Statutory or Autonomous Organization.</p> <ol style="list-style-type: none"> <li>Holding analogues post in regular basis in the parent cadre or Department or</li> <li>Stenographers Grade-I in Level-6 Rs. 35400-112400/- in the Pay Matrix with five years of regular service in the grade.</li> <li>With seven regular service in Level-7. Rs. 44900-142400/- in the pay matrix or equivalent in the parent cadre or Department.</li> </ol> <p><b>Note 1:</b> The Departmental Private Secretary in Level-7 in the pay matrix Rs. 44900-142400/- in the concerned Regional Office with seven years regular service shall be considered along with outsiders and if the Departmental Candidate is selected for appointment in the post it shall be treated as having been filled on promotion.</p> <p><b>Note 2:</b> 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, and similar, deputations shall not be eligible for consideration for appointment by promotion.</p> <p><b>Note 3:</b> The period of deputation (including short term contract) including the period of deputation in another ex-care post held immediately preceding this appointment in the same or some other organization/department of the Central Government shall not ordinarily exceed three years.</p> <p><b>Note 4:</b> The maximum age limit for appointment on deputation (including short –term contract) shall not be exceeding 56 years as on the closing date prescribed for receipt of application.</p>



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Section Officer (One Post)	General Central Service Group –B Gazetted Ministerial	Level-7 Rs.44900- 142400/-	<p><b>By deputation</b> Officers of the Central Government of State Government or Union Territories or Public Sector Undertakings or Universities or Recognized Research Institutions or Statutory or Autonomous Organizations</p> <p>I. (a)</p> <p>i. Holding analogous posts on regular posts on regular basis in the parent cadre or Department or</p> <p>ii. With five years regular service in the level 6 (Rs.35400-112400) in the Pay Matrix or equivalent in the parent cadre or Department</p> <p>(b) <b>Possessing the following educational qualifications:</b></p> <p>i. Bachelor's Degree from a recognized University or Institute</p> <p>ii. Two years' experience in accounts, administration, vigilance establishment work in a Government Office or Public Sector Undertaking or Autonomous Body or Statutory Body.</p> <p><b>Note 1:</b> The departmental Officers in the feeder category who are in the direct line of promotion shall not be eligible for consideration for appointment deputation. Similarly, the deputationists shall not be eligible for consideration for appointment by promotion.</p> <p><b>Note: 2.</b> Period of deputation including the period (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 or Department of the Central Government shall ordinarily not exceed three years.</p>
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Assistant (Two Posts)	General Central Service Group-B Non- Gazetted Ministerial	Level-6 Rs.35400- 112400	<p>Officers of the Central Government or State Government or Union Territories or Autonomous or Statutory organization or Public Sector Undertaking or University or Recognized Research Institution: -</p> <ol style="list-style-type: none"> <li>Holding analogous post on a regular basis; or</li> <li>With six years' service in the grade rendered after appointment thereto on regular basis in the pay Level-5 Rs. 29200-92300/- in the Pay Matrix or equivalent in the parent cadre / department; or</li> <li>With ten years' service in the grade rendered after appointment thereto on regular basis in the pay Level-4, Rs. 25500-81100/- in the Pay Matrix or equivalent in the parent cadre/department and</li> <li>Possessing the following educational qualification: -</li> </ol> <p><b>Essential qualification:</b> Bachelor's degree from a recognized University/Institute.</p> <p><b>Note 1:</b> The departmental Upper Division Clerk in Level-4 , Rs.25500-81100/- in Pay Matrix with 10 years regular service in grade will also be considered along with outsiders and in case he/she is selected for appointment to the post, the same shall be deemed to have been filled-up by promotion.</p> <p><b>Note 2:</b> Period of deputation (ISTC) including period of deputation (ISTC) in another ex-care post held immediately preceding this appointment in the same or some other organization/department of the Central Government shall ordinarily not to exceed three years. The maximum age limit for appointment by deputation (ISTC) shall not be exceeding 56 years as on the closing date or receipt of applications.</p>
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Junior Hindi Translator (One Post)	General Central Service Group –B non-gazetted non - Ministerial	Level-6 Rs.35400-112400 Rs.4200/-	<p>Officers under the Central Government or State Government or Union territories or Recognized Research Institution or Universities of Public Sector undertaking or Semi-Government or statutory or autonomous organization:</p> <p><b>(A)</b></p> <p>(i) Holding analogous post on regular basis in the parent cadre or department; or</p> <p>(ii) with six years' service in the grade rendered after appointment thereto on a regular basis in PB-2, Rs.5200- 20200/- with Grade Pay of Rs.2800/- or equivalent in the parent cadre or department; or</p> <p>(iii) With Ten years' in the grade rendered after appointment thereto on a regular basis in Level-2 , Rs. 5200-20200/- with grade pay of Rs. 2400/- or equivalent in the parent cadre or department; and</p> <p><b>(B)</b> Possessing the following educational qualification and experience:</p> <p><b>Essential:</b></p> <p>Master's Degree of recognized University in Hindi with English as a compulsory or elective subject or as the medium of examination at the degree level; or</p> <p>Master degree of a recognized university in English with Hindi as a compulsory or elective subject of as the medium of examination at the degree level; or</p> <p>Master's Degree of recognized University in any subject other than Hindi or English with English medium and Hindi as a compulsory or elective subject or as the medium of examination at the degree level; or</p> <p>Master's Degree of recognized University in any subject other than Hindi or English with Hindi and English as a compulsory or elective subject or either of the two as a medium of examination and the other as a compulsory or elective subject at degree level; or</p> <p>Master's degree of recognized University in any subject other than Hindi or English with Hindi and English as compulsory or elective subjects or either of the two as a medium of examination and other as a compulsory or elective subject at degree level;</p> <p>And Recognized diploma or certificate course in translation from Hindi to English and vice versa or two years' experience of translation work from Hindi to English and vice versa in Central or State Government office, including Government of India undertaking.</p>
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**Note-1:** Period of deputation (including short-term contract) including period of deputation (including short term contract) in another ex-cadre post immediately preceding this appointment in the same or some other organization or department of the Central Government shall ordinarily not be exceeding three years. The maximum age-limit for appointment by deputation (including short term contract) shall be not exceeding fifty-six years as on the closing date of receipt of applications).

**Note-2:** (i). For the purpose of appointment on deputation (including short term contract) basis, the service rendered on a regular basis by an officer prior to 1<sup>st</sup> January, 2006 (the date from which the revised pay structure based on the Sixth Central Pay Commission recommendation has been extended, shall be deemed to be service rendered in the corresponding grade pay or pay scale extended based on the recommendations of the pay commission except where there has been merger of more than on pre-revised scale of pay into the one grade with a common grade pay or pay scale, and where this benefit will extended only for the posts(s) for which that grade pay or pay scales is the normal replacement grade without any up gradation.

ii) Studied more than one Indian language as a subject at senior secondary level.

iii) Knowledge of Sanskrit or any other Indian language, other than main subject.

**Note:** Period of deputation (ISTC) Including period of deputation (ISTC) in another ex-cadre post held immediately preceding this appointment in the same or some other organization or department of the Central Government shall ordinarily not to exceed five years. The maximum age limit for appointment by deputation (ISTC) shall be not exceeding 58 years as on the closing date of receipt of applications.

  
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Upper Division Clark (One post)	General Central Service Group-C Non- Gazetted Ministerial	Level-4 Rs.25500-81100	<p>Officers of the Central Government or State Government or Union Territories or Autonomous or Statutory organization or Public Sector Undertaking or University or Recognized Research Institution.</p> <p>i) Holding analogous post on regular basis or</p> <p>ii) With eight years regular service in the grade of Lower Division Clark or equivalent.</p> <p><b>Note 1:</b> 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, the deputationists shall not be eligible for consideration for appointment by promotion.</p> <p><b>Note 2:</b> Period of deputation including the period of deputation in another ex-care post held immediately preceding this appointment in the same or some other organization of department of the Central Government shall ordinarily not exceed three years.</p> <p><b>Note 3:</b> The maximum age limit for appointment by deputation shall not be exceeding 56 years as on the closing date of receipt of applications.</p> <p><b>Note 4 :</b> Where juniors who have completed their qualifying or eligibility service are being considered for promotion, their seniors would also be considered provided they are not short of the requisite qualifying or eligibility service by more than half of such qualifying or eligibility service or two years, whichever is less, and have successfully completed probation period for promotion to the next higher grade along with their juniors who have completed such qualifying or eligibility service.</p>
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