

केन्द्रीय अन्वेषण ब्यूरो  
Central Bureau of Investigation  
दिल्ली विशेष पुलिस स्थापना  
Delhi Special Police Establishment  
प्रसाशनिक विभाग  
(Administration Division)

**VACANCY CIRCULAR**

Sub:- Filling up the post of Additional Legal Adviser on deputation basis in Central Bureau of Investigation.

Applications are invited from eligible and willing officers for filling up 02 posts, in the rank of Additional Legal Adviser, Group 'A'/Gazetted (Non-Ministerial) in CBI in the Pay level -13 of pay matrix (pre-revised PB-4 ₹37400-67000/- + Grade Pay of ₹ 8700/-) on deputation basis.

2. The terms & conditions of the officer selected for appointment on deputation will be regulated in terms of DP&T OM No.6/8/2009-Estt. (Pay.II) dated 17.6.2010 read with 02/06/2016-Estt (Pay.II) dated 17/06/2016, 02/06/2018-Estt(Pay.II) dated 18.05.2018 and OM No. 2/10/2018-Estt(Pay-II) dated 02.03.21 as amended from time to time.
3. Applications of only such Officers under Central or State Government will be considered which are routed through proper channel and are accompanied with (i) cadre clearance (ii) bio-data (in duplicate) as in the pro-forma enclosed (Annexure-II) (iii) Attested (on each page with rubber stamp) photocopies of APAR/ACRs for the last five years (year 2017 to 2021) (iv) Vigilance Clearance (v) Integrity Certificate and (vi) Statement giving details of major or minor penalties imposed on the officer, if any, during the last 10 years. Advance copies of applications, applications received after the closing date or not accompanied with the required certificates/documents are liable to be rejected.
4. The officers coming on deputation as Additional Legal Adviser in CBI are benefited with a considerable increase in their monthly pay by way of **SPECIAL SECURITY ALLOWANCE @ 20%** of pay.
5. Period of deputation shall be only for two years.
6. The departmental officers in the feeder category who are in the direct line of promotion will not be eligible for consideration for appointment on deputation/absorption basis. Similarly, deputationists shall not be eligible for consideration for appointment by promotion.

7. The applications of suitable and eligible Central or State Government Officers who can be spared immediately in the event of selection may be sent to the Dy. Director (Pers.), Central Bureau of Investigation, 5-B, 7<sup>th</sup> Floor, CGO Complex, Lodhi Road, New Delhi – 110003, so as to reach within **Sixty days** of publication of the vacancy circular in the Employment News.

8. The candidates who apply for the post will not be allowed to withdraw their candidature subsequently.

9. Detailed eligibility Criterion (Annexure-I), pro-forma for Bio-data (Annexure-II) and duties of Additional Legal Adviser (Annexure-III) are available on the CBI website <https://cbi.gov.in/vacancy-list/MQ==>.

  
12/5/23

(D.P. Singh)

Admin Officer(Pers.)

CBI HO New Delhi

Encl : - As above.

Nó. DP/Pers.I/2023/ 829 /A-35016/2/2023-Esttb.

Dated : 12/5/23

To,

1. All Ministries/Departments of Government of India/State with request that this circular may be circulated in their Ministries/Departments and also among their attached/subordinate offices.
2. The Directors General of Police of all State Government.
3. The Directors General (All CPOs).
4. The Commissioners, Central Excise & Customs and Income Tax.
5. Joint Secretary (Admn), CBDT/ Joint Secretary (Admn), CBIC.
6. The Director, Directorate of Enforcement, New Delhi.
7. Director General of the National Investigation Agency (NIA), New Delhi.
8. All HOZs/HOB CBI. It is requested that wide publicity may be given to these vacancies and suitable officers be encouraged to apply.
9. Under Secretary, AVD-II, DoPT, North Block, New Delhi.
10. SP(Systems), CBI, System Division, New Delhi for placing the circular along-with enclosures on the CBI website.



**ANNEXURE-I**

1	<b>Name of the Post</b>	: Additional Legal Adviser
2	<b>Number of posts</b>	: 02 (Two)
3	<b>Classification of Post</b>	: General Central Service Group 'A'/Gazetted (Non-Ministerial)
4	<b>Pay Scale</b>	: Pre-revised -Pay Band-4 (₹ 37400-67000/- + Grade Pay of ₹8700/-), Revised level 13 of Pay Matrix.
5	<b>Method of Recruitment</b>	: By Deputation
6	<b>Period of deputation</b>	: Not exceeding 2 years.
7	<b>Age Limit</b>	: The maximum age limit for appointment by deputation shall be not exceeding fifty-six years as on the closing date of receipt of applications.
8	<b>Eligibility conditions for appointment on deputation</b>	: A. Officers under the Central or State Governments : (a)(i) holding analogous posts on regular basis; or (ii) With five years' regular service in posts in Pay Band-3 (₹15600-39100) and Grade Pay of ₹7600 or equivalent, and (b) Possessing the following educational qualifications and experience; <b>Essential:</b> (i) Degree in Law of a recognized university; (ii) Twelve years' practice as an advocate or twelve years' experience in a State Judicial Service or in the Legal Department of a State or Central Government.  <b>Note 1:-</b> Qualifications are relaxable at the discretion of the Union Public Service Commission for reasons to be recorded in writing, in the case of candidates otherwise well qualified.  <b>Note 2:-</b> The qualification regarding experience is relaxable at the discretion of the Union Public Service Commission for reasons to be recorded in writing, in the case of candidates belonging to the Scheduled Castes or the Scheduled Tribes, if at any stage of selection, the Union Public Service Commission is of the opinion that sufficient number of candidates from these communities possessing the requisite experience are not likely to be available to fill up the posts reserved for them.

**Application form for the Deputation Post**

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)	
<b>Qualifications/ Experience required as mentioned in the advertisement / vacancy circular</b>	<b>Qualifications / experience possessed by the officer</b>
<b>Essential</b>	<b>Essential</b>
A) Qualification:-  Degree in Law of a recognized university;	A) Qualification
B) Experience  Twelve years' practice as an advocate or twelve years' experience in a State Judicial Service or in the Legal Department of a State or Central Government.	B) Experience
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.	



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 basic	From	To	*Pay band and Grade Pay/Pay Scale/Pay Level 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 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/Pay Level 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.			
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.

<p><b>9.1 Note:</b> 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><b>9.2 Note:</b> Information under Column 9(c) &amp; (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.</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><b>11. Additional details about present employment:</b></p> <p>Please state whether working under (Indicate the name of your employer against the relevant column)</p> <p>a) Central Government b) State Government</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 or 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>		
<b>Basis Pay in the PB</b>	<b>Grade Pay</b>	<b>Total Emoluments</b>
<p>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.</p>		
<b>Basic Pay with Scale of Pay and rate of Increment</b>	<b>Dearness Pay/ Interim relief/ other Allowances etc.(with break-up details)</b>	<b>Total Emoluments</b>



<p><b>16.A Additional Information</b>, 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 qualification (ii) Professional training and (iii) work experience over and above prescribed in the Vacancy Circular/ Advertisement) <b>(Note: Enclose a separate sheet, if the space is insufficient)</b></p>	
<p><b>16.B Achievements:</b> The candidates are requested to indicate information with regard to :</p> <ul style="list-style-type: none"> <li>(i) Research publications and reports and special projects.</li> <li>(ii) Awards/ Scholarships/ Official Appreciation.</li> <li>(iii) Affiliation with the professional bodies/ institutions/ societies and;</li> <li>(iv) Patents registered in own name or achieved for the organization.</li> <li>(v) Any research/ innovative measures involving official recognition</li> <li>(vi) Any other information.</li> </ul> <p><b>(Note: Enclose a separate sheet if the space is insufficient)</b></p>	
<p>17. Whether belongs to SC/ST</p>	

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)

**Name** : \_\_\_\_\_  
**Address** : \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
**Email ID** : \_\_\_\_\_  
**Mobile No.** : \_\_\_\_\_

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 qualification 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 case may be)

**Countersigned**

\_\_\_\_\_  
**(Employer/Cadre Controlling Authority with Seal)**