

No. K-50011/12/2018-EP(LSG)
भारत सरकार/Government of India
वाणिज्य एवं उद्योग मंत्रालय /Ministry of Commerce & Industry
वाणिज्य विभाग/Department of Commerce

Udyog Bhawan, New Delhi-110011,
Dated the 12th February, 2020

कार्यालय ज्ञापन
OFFICE MEMORANDUM

Subject: Filling up of post of Secretary, Footwear Design and Development Institute (FDDI) through deputation (including short term contact) at Noida- Releasing of Vacancy Notice/ advertisement on DoPT's Website-reg.

The undersigned is directed to refer to the subject mentioned above and to inform that Department of Commerce proposes to invite applications from eligible officers of the Central Government or State Government or Union Territories or Public Sector undertaking or Autonomous Body or Statutory Body or University or recognised Research Institute for 01 (one) post of Secretary, Footwear Design and Development Institute (FDDI) at Noida for a tenure of five years on deputation. The Vacancy Notice, Job Profile and Application format for the post are enclosed.

2. Department of Personnel & Training (DoPT) is requested to kindly publish this Office Memorandum along with enclosures on their website for wider circulation.

Encls: As above.



(Sanjay Kerketta)

Under Secretary to the Govt. of India

Ministry of Personnel, Public Grievances Pension
Department of Personnel & Training,
(Shri Sanjay Kumar Das Gupta, Under Secretary)
C.S. I Division, 2nd Floor, 'A' Wing,
Lok Nayak Bhawan, Khan Market,
New Delhi-110003.

Copy to:

1. All Ministries/ Departments of Govt. of India or State Government or Union Territories or Public Sector undertaking or Autonomous Body or Statutory Body or University or recognised Research Institute through DoPT's website.
2. Dr. Vinay Kumar Sharma, Deputy Director General (NIC), Department of Commerce, Ministry of Commerce & Industry – for posting this Office Memorandum along with Recruitment Rules on official website under vacancies tab.
3. Shri Arun Kumar Sinha, Managing Director, Footwear Design & Development Institute, A-10/A, Sector-24, Noida-201301- for posting this Office Memorandum along with Recruitment Rules on official website of FDDI.

Footwear Design and Development Institute
(An institution of National Importance, under the aegis of Department of
Commerce, Ministry of Commerce & Industry, Government of India)
A-10/A, Sector-24,
Noida, Uttar Pradesh-201 301

Vacancy Notice

Department of Commerce, Ministry of Commerce & Industry, Government of India proposes and invites applications from eligible officers of the Central Government or State Government or Union Territories or Public Sector undertaking or Autonomous Body or Statutory Body or University or recognised Research Institute for 01 (one) post of Secretary, Footwear Design and Development Institute (FDDI) at Noida for a tenure of five years. The level of Pay for this post is 13 (₹1,23,100-2,15,900/-) of pay matrix under 7th CPC or equivalent. The mode of recruitment is Deputation (including short term contract). Four (4) sets of applications, completed in all respect, of willing and eligible officers who can be spared by the Central Government or State Government or Union Territories or Public Sector Undertaking or Autonomous Body or Statutory Body or University or recognised Research Institute may be forwarded **through proper channel**, to this Department **along with completed Annual Confidential Report/ Annual Performance Appraisal Report (last 5 years) on the following address:**

Under Secretary,
Department of Commerce,
Ministry of Commerce & Industry,
Room No. 556-B, Udyog Bhawan,
New Delhi-110 011.

Last date for receipt of applications: 45 days from the date of publication of advertisement in the Employment News.

Website of Department of Commerce (www.commerce.gov.in) or FDDI (www.fddiindia.com) or Department of Personnel & Training (<https://dopt.gov.in>) may be referred to, for detailed Vacancy Notice along with Recruitment Rules, Qualification/ Experience, terms and conditions, application format and job profile etc.

Job profile of Secretary, Footwear Design and Development Institute (FDDI)

AS PER FDDI ACT 2017:

17. (1) The Secretary of the Institute shall be appointed by the Central Government for a tenure of five years and on such terms and conditions of service as may be prescribed.

(2) The Secretary shall act as the Secretary of the Governing Council, the Senate and such committees as may be specified by the Statutes.

(3) The Secretary shall be responsible to the Managing Director for the proper discharge of his functions.

(4) The Secretary shall exercise such other powers and perform such other duties as may be assigned to him by this Act or the Statutes or the Managing Director.

The First Statutes of the Footwear Design and Development Institute provide as under:

(1) The Secretary of the Institute appointed under section 17 (of FDDI Act, 2017) shall act as the Secretary of the Governing Council, the Senate, and such committees as may be assigned by the Governing Council or Managing Director.

(2) He shall also Act as member Secretary of the Standing Committee on Audit and Accounts

Application for the post of Secretary, FDDI

Self – attested
 passport size
 colour
 photograph

1. Name [in Block letters]	
2. (i) Date of Birth [dd/mm/yyyy]	
(ii) Age as on closing date of application.Years.....Months.....Days
3. (i) Date of entry into service [dd/mm/yyyy]	
(ii) Date of retirement under Central/State Government Rules Date of retirement under Central/State Government/Union Territories/ Public Sector Undertaking/ Autonomous Body/Statutory Body/ University/ Recognized Research Institute. [dd/mm/yyyy]	
(iii) Service and Batch to which officer belongs	
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 RR, 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 : Bachelor degree from a recognized University	A) Qualification:
B) Holding analogous post(Yes/No)	B)
C) Experience: (i) Ten years' service in Group 'A' or equivalent service in the Central Government or State Government or Union Territories or Public Sector Undertaking or Autonomous Body or Statutory Body or University or Recognized Research Institute, on the closing date of application. (ii) Out of the ten years of service in Group 'A' as mentioned above, at least five years of service should be in Level 12 in the pay matrix (7 th CPC) or equivalent service in the Central Government or State Government or Union Territories or Public Sector Undertaking or Autonomous Body or Statutory Body or University or Recognized Research Institute, on the closing date of application. (iii) 5 years' experience in the field of Administration.	C) Experience: (i) (ii) (iii)
Desirable	Desirable

(a) Experience in Leather Technology or Industry of at least one year	(a)
(b) Master in Business Administration	(b)

Note 1- In the case of Degree and Post Graduate Qualifications Elective/ main subjects and subsidiary subjects may be indicated by the candidate.

Note 2- The period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organization of Department of the Central Government shall ordinarily not exceed five years.

Note 3- The maximum age limit for appointment by deputation shall not be exceeding fifty years as on the closing date of receipt of applications.

Note 4- The period of deputation shall be for five years subject to overall ceiling prescribed by the Government of India. The deputation will be on foreign service terms and conditions of the Central Government.

Note 5- In the event of performance being found unsatisfactory, the competent authority reserves the right to repatriate the officer to his/her parent cadre any time during the tenure. The decision of the competent authority in such cases shall be final and binding.

Note 6- Other terms and conditions of the deputation shall be governed by the relevant instructions issued by the Central Government from time to time.

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 (Latest being on the top). 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 details) 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.	
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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 organization

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.

9.2. Note: Information under Column 9 (c) & (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.

10. If any post held on Deputation in the past by the applicant, date of return from the last deputation and other details.	
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11. Additional details about present employment: Please state whether working under (indicate the name of your employer against the relevant column) (a) Central Government (b) State Government (c) Union Territory (d) Public Sector Undertaking (e) Autonomous Body (f) Statutory Body (g) University (h) Recognised Research Institute	
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12. Please state whether you are working in the same Department and are in the feeder grade or feeder to feeder grade.	
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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	
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14. Total emoluments per month now drawn	
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Basic Pay in the PB	Grade Pay	Total Emoluments

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.		
Basic Pay with Scale of pay and rate of increment	Dearness Pay/interim relief/allowances etc. (with break-up details)	Total Emoluments
16. Whether belongs to SC/ST.		

I have carefully gone through the vacancy circular/ advertisement and I am well aware that the information furnished above is duly supported by the documents in respect of Essential Qualification /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 _____

Mobile No. _____
 Telephone No. _____
 (with STD code)
 E-mail ID _____

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 ACR/APAR Dossier in original is enclosed/ photocopies of the ACRs/APARs for the last 5 years duly attested (on each page) 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)

<p>Note 2. -The maximum age limit for appointment by deputation shall not be exceeding fifty five years as on the closing date of receipt of applications.</p> <p>Note 3. -The period of deputation shall be for five years. The deputation shall be on foreign service terms and conditions of the Central Government.</p> <p>Note 4.—In the event of performance being found unsatisfactory, the competent authority reserves the right to repatriate the officer to his/her parent cadre any time during the tenure. The decision of the competent authority in such cases shall be final and binding.</p> <p>Note 5.—Other terms and conditions of the deputation shall be governed by the relevant instructions issued by the Central Government from time to time.</p>
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If a Departmental Selection Committee exists, what is its composition?	Circumstances in which Union Public Service Commission to be consulted in making recruitment.
12.	13.
The Selection Committee consisting of:- (a) Additional Secretary, Department of Commerce - Chairperson; (b) The Chairperson, Governing Council, Footwear Design and Development Institute - member. (c) One member from Leather Industry; and (d) One outside expert of eminence from prominent organisations like Central Leather Research Institute or National Institute of Fashion Technology or Indian Institute of Technology or National Institute of Design to be nominated by the Department of Commerce, Government of India.	Not applicable.

[F. No. K-5001]/1/2018-EP (LSG)]

ANITA PRAVEEN, Jt. Secy.

अधिसूचना

नई दिल्ली, 5 सितम्बर, 2018

सा.का.नि. 842(अ).—केन्द्र सरकार, फुटवियर डिजाइन और विकास संस्थान अधिनियम 2017 (2017 का 20) की धारा 17 की उपधारा (1) के साथ पठित धारा 35 की उपधारा (2) के खंड (क) द्वारा प्रदत्त शक्तियों का प्रयोग करते हुए, फुटवियर डिजाइन और विकास संस्थान में सचिव के पद पर भर्ती की पद्धति का विनियमन करने के लिए निम्नलिखित नियम बनाती है अर्थात् :—

1. **संक्षिप्त नाम और प्रारंभ:**—(1) इन नियमों का संक्षिप्त नाम वाणिज्य और उद्योग मंत्रालय, फुटवियर डिजाइन और विकास संस्थान, सचिव भर्ती नियम, 2018 है।

(2) ये राजपत्र में उनके प्रकाशन की तारीख को प्रवृत्त होंगे।

2. **पद संख्या, वर्गीकरण और वेतन मैट्रिक्स में स्तर:** पद की संख्या, उसका वर्गीकरण और वेतन मैट्रिक्स में स्तर वह होगा, जो इन नियमों से उपाबद्ध अनुसूची के स्तंभ (2) से स्तंभ (4) में विनिर्दिष्ट है।

3. **भर्ती की पद्धति, आयु सीमा, अर्हताएं आदि-** भर्ती की पद्धति, आयु सीमा, अर्हताएं और उससे संबंधित अन्य बातें वे होंगी जो उक्त/पूर्वोक्त अनुसूची के स्तंभ (5) से (13) में विनिर्दिष्ट है।

4. **चयन प्रक्रिया :**—(1) " रोजगार समाचार " में विज्ञापन, जिसमें खुला विज्ञापन भी शामिल है, के माध्यम से आवेदन आमंत्रित किया जाएगा।

(2) आवेदन प्राप्त करने के लिए न्यूनतम सीमा 4 सप्ताह होनी चाहिए। त्वरित मामलों, जिनमें अपरिहार्य कारणों से रिक्ति को तत्काल भरना अनिवार्य हो, वाणिज्य विभाग के संयुक्त सचिव के अनुमोदन से आवेदन की अल्प समयावधि, कम से कम 2 सप्ताह निर्धारित की जाएगी।

(3) केन्द्र सरकार या राज्य सरकार या संघ शासित क्षेत्र या निजी क्षेत्रों के उपक्रमों या स्वायत्त निकायों या वैधानिक निकायों या विश्वविद्यालय या मान्यता प्राप्त अनुसंधान संस्थान के आवेदकों द्वारा उचित माध्यम द्वारा आवेदन करना अनिवार्य होगा, जो बदले में विगत 5 वर्षों की समस्त वार्षिक गोपनीय रिपोर्ट/वार्षिक कार्य – निष्पादन मूल्यांकन रिपोर्ट का अग्रेषण करेंगे।

(4) चयन और नियुक्ति प्रक्रिया में निष्पक्षता, पारदर्शिता और समुचित आयोजन के लिए वाणिज्य विभाग एक चयन समिति का गठन करेंगे। चयन समिति की संरचना स्तम्भ (12) में विनिर्दिष्ट है।

(5) चयन समिति की बैठक के आयोजन के लिए कम से कम तीन सदस्यों का कोरम अपेक्षित होगा जिसमें फुटबियर डिजाइन और विकास संस्थान के प्रबंध निदेशक भी शामिल होंगे, फुटबियर डिजाइन और विकास संस्थान, प्रबंध निदेशक चयन समिति के सदस्य सचिव होंगे।

(6) वाणिज्य विभाग, फुटबियर डिजाइन और विकास संस्थान में सचिव के पद के लिए विज्ञापन जारी करके आवेदन आमंत्रित करेगा। इस प्रकार प्राप्त सभी आवेदनों को चयन समिति को सौंप दिया जाएगा। चयन समिति द्वारा अर्हता मानदण्डों के आधार पर प्राप्त आवेदनों की जांच की जाएगी। चयन समिति, पर्सनेलिटी टेस्ट/इन्टव्यू या अन्य यथा उपयुक्त पद्धति के आधार पर उम्मीदवारों की तैयार सूची से योग्य उम्मीदवारों के नामों के एक पैनल की संस्तुति करेगी। चयन समिति की संस्तुतियों को संबंधित मंत्री, जो इस मामले में सक्षम प्राधिकारी होंगे, के अनुमोदन के लिए प्रस्तुत की जाएगी। सक्षम प्राधिकारी के अनुमोदन के बाद पैनल के क्रम संख्या के अनुसार पैनल के नामों में से उम्मीदवार की नियुक्ति फुटबियर डिजाइन और विकास संस्थान के सचिव के पद पर की जाएगी।

5. अन्य नियमों का लागू होना आदि – (1) अधिकारी सतर्कता की दृष्टि से सही होना चाहिए। आवेदन के अग्रेषण के समय आवेदक के मूल संवर्ग द्वारा इस संबंध में एक प्रमाण – पत्र प्रस्तुत किया जाएगा।

(2) अधिकारी पर केन्द्रीय प्रतिनियुक्ति के लिए रोक न लगाई गई हो।

(3) अधिकारी का पिछले वर्षों में कम से कम "बहुत अच्छा" सेवा रिकार्ड होना चाहिए। हालांकि, जिन अधिकारियों का 8 या उससे अधिक अंकों का "उत्कृष्ट" सेवा रिकार्ड होगा, उन्हें प्राथमिकता दी जाएगी।

(4) आवेदन प्रस्तुत करते समय अधिकारी अध्ययन अवकाश या लम्बी छुट्टी पर नहीं होना चाहिए।

(5) अधिकारी विदेश में प्रशिक्षण के लिए नामित नहीं होना चाहिए या आवेदन प्रस्तुत करते समय किसी विदेशी कार्य अथवा प्रशिक्षण पर नहीं होना चाहिए।

(6) सभी मान्य नियम व विनियम, अनुशासनात्मक नियमों इत्यादि सहित नियुक्त व्यक्ति पर लागू होंगे।

6. निरर्हता- वह व्यक्ति-

(क) जिसने ऐसे व्यक्ति से जिसका पति या जिसकी पत्नी जीवित है, विवाह किया है; या विवाह की संविदा की है, या

(ख) जिसने अपने पति या अपनी पत्नी के जीवित रहते हुए किसी व्यक्ति से विवाह किया है, या विवाह की संविदा की है, उक्त पद पर नियुक्ति का पात्र नहीं होगा:

परंतु यदि केन्द्रीय सरकार को यह संतुष्टी हो जाती है कि ऐसा विवाह उस व्यक्ति और विवाह के अन्य पक्षकार को लागू स्वीय विधि के अधीन अनुज्ञेय है और ऐसा करने के लिए अन्य आधार हैं तो वह किसी व्यक्ति को इस नियम के प्रवर्तन से छूट दे सकेगी।

7. शिथिल करने की शक्ति- जहां केन्द्रीय सरकार की यह राय है कि ऐसा करना आवश्यक या समीचीन है, वहां वह उसके लिए जो कारण हैं, उन्हें लेखबद्ध करके, इन नियमों के किसी उपबंध को किसी वर्ग या प्रवर्ग के व्यक्तियों की बाबत, आदेश द्वारा शिथिल कर सकेगी।

8. व्यावृत्ति- इन नियमों की कोई बात, ऐसे आरक्षण, आयु-सीमा में छूट और अन्य रियायतों पर प्रभाव नहीं डालेगी, जिनका केन्द्रीय सरकार द्वारा इस संबंध में समय-समय पर जारी किए गए आदेशों के अनुसार अनुसूचित जातियों, अनुसूचित जनजातियों, अन्य पिछड़ा वर्ग, भूतपूर्व सैनिकों और अन्य विशेष प्रवर्ग के व्यक्तियों के लिए उपबंध करना अपेक्षित है।

अनुसूची

पद का नाम	पद संख्या	वर्गीकरण	वेतन मैट्रिक्स में स्तर	चयन या अचयन पद	सीधे भर्ती किए जाने वाले व्यक्तियों के लिए विहित आयु	सीधे भर्ती किए जाने वाले व्यक्तियों के लिए अपेक्षित शैक्षिक और अन्य अर्हताएं
(1)	(2)	(3)	(4)	(5)	(6)	(7)
सचिव	1 (एक)	लागू नहीं होता।	स्तर - 13 (123100-215900 रूपए)	लागू नहीं होता।	लागू नहीं होता।	लागू नहीं होता।

सीधे भर्ती किए जाने वाले व्यक्तियों के लिए विहित आयु और शैक्षिक अर्हताएं प्रोन्नत व्यक्तियों की दशा में लागू होंगी या नहीं।	परिवीक्षा की अवधि, यदि कोई हो।	भर्ती की पद्धति : भर्ती सीधे होगी या प्रोन्नति द्वारा या प्रतिनियुक्ति या स्थानान्तरण द्वारा।
(8)	(9)	(10)
लागू नहीं होता।	लागू नहीं होता।	प्रोन्नति द्वारा (जिसके अंतर्गत अल्पकालीन संविदा भी है)।

प्रोन्नति या प्रतिनियुक्ति / स्थानान्तरण द्वारा भर्ती की दशा में वे श्रेणियां जिनमें प्रोन्नति या प्रतिनियुक्ति/स्थानान्तरण किया जाएगा।
(11)
प्रतिनियुक्ति द्वारा (जिसके अंतर्गत अल्पकालीन संविदा भी है) केंद्रीय सरकार अथवा राज्य सरकार अथवा संघ राज्य क्षेत्र अथवा सार्वजनिक क्षेत्र उपक्रम या स्वायत्त या सांविधिक निकाय या विश्वविद्यालय या मान्यता प्राप्त अनुसंधान संस्थान के ऐसे अधिकारी:
(i) (क) जिन्होंने नियमित आधार पर सदृश पद धारण किया हो; या (ख) जिन्होंने आवेदन की अंतिम तारीख को केंद्रीय सरकार या राज्य सरकार या संघ राज्य क्षेत्र या सार्वजनिक क्षेत्र उपक्रम या स्वायत्त निकाय या सांविधिक निकाय या विश्वविद्यालय या मान्यता प्राप्त अनुसंधान संस्थान में समूह 'क' या समतुल्य सेवा में कम से कम दस वर्ष की सेवा की हो। (ग) जिन्होंने आवेदन की अंतिम तारीख को ऊपर उल्लिखित समूह 'क' में 10 वर्ष की सेवा में से कम से कम 5 वर्ष तक केंद्रीय सरकार अथवा राज्य सरकार या संघ राज्य क्षेत्र या सार्वजनिक उपक्रम या स्वायत्त निकाय या सांविधिक निकाय या विश्वविद्यालय या मान्यता प्राप्त अनुसंधान संस्थान में वेतन मैट्रिक्स के स्तर - 12 या समतुल्य में सेवा की हो।
(ii) निम्नलिखित अर्हताएं रखते हों, अर्थात :— (क) किसी मान्यता प्राप्त विश्वविद्यालय से स्नातक डिग्री; (ख) प्रशासन के क्षेत्र में दस वर्षों का अनुभव। (iii) वांछनीय (क) चमड़ा प्रौद्योगिकी अथवा उद्योग में कम से कम 1 वर्ष का अनुभव; (ख) व्यवसाय प्रबंधन में स्नातकोत्तर डिग्री।

<p>टिप्पण 1. – प्रतिनियुक्ति की अवधि, जिसके अंतर्गत केंद्रीय सरकार के उसी या किसी अन्य संगठन या विभाग में इस नियुक्ति से ठीक पहले धारित किसी अन्य काडर बाह्य पद पर प्रतिनियुक्ति की अवधि है, साधारणतया 5 वर्ष से अधिक नहीं होगी।</p> <p>टिप्पण 2. – प्रतिनियुक्ति द्वारा नियुक्ति के लिए अधिकतम आयु सीमा आवेदन प्राप्त करने की अंतिम तारीख को 50 वर्ष से अधिक नहीं होगी।</p> <p>टिप्पण 3. – प्रतिनियुक्ति की अवधि भारत सरकार द्वारा विहित समय सीमा के अनुसार पांच वर्ष की होगी। प्रतिनियुक्ति केंद्र सरकार की विदेश सेवा के निबंधन और शर्तों के अनुसार होगी।</p> <p>टिप्पण 4- कार्य निष्पादन असंतोषजनक पाए जाने पर सक्षम प्राधिकारी को सेवाकाल के दौरान किसी समय भी अधिकारी को उसके मूल कैडर में वापस भेजने का अधिकार होगा। ऐसे मामलों में सक्षम प्राधिकारी का निर्णय अंतिम और बाध्यकारी होगा।</p> <p>टिप्पण 5- प्रतिनियुक्ति के अन्य निबंधन और शर्तें समय – समय पर केंद्रीय सरकार द्वारा जारी संगत निदेशों के अधीन होगी।</p>

यदि विभागीय चयन समिति है, तो उसकी संरचना।	भर्ती करने में किन परिस्थितियों में संघ लोक सेवा आयोग से परामर्श किया जाएगा।
(12)	(13)
चयन समिति में निम्नलिखित सदस्य होंगे:— (क) संयुक्त सचिव, वाणिज्य विभाग – अध्यक्ष (ख) प्रबंध निदेशक, फुटवियर डिजाइन और विकास संस्थान – सदस्य (ग) चमड़ा उद्योग से एक सदस्य और; (घ) किसी प्रमुख संस्थान जैसे केंद्रीय चमड़ा अनुसंधान संस्थान अथवा राष्ट्रीय फैशन प्रौद्योगिकी संस्थान अथवा भारतीय प्रौद्योगिकी संस्थान अथवा राष्ट्रीय डिजाइन संस्थान से वाणिज्य विभाग, भारत सरकार द्वारा नामित एक बाहरी विशेषज्ञ।	लागू नहीं होता।

[फा. सं. के- 50011/1/2018 – ईपी (एलएसजी)]

अनीता प्रवीण, संयुक्त सचिव

NOTIFICATION

New Delhi, the 5th September, 2018

G.S.R. 842(E).—In exercise of the powers conferred by clause (a) of sub-section (2) of section 35 read with sub-section (1) of section 17 of the Footwear Design and Development Institute Act, 2017 (20 of 2017), the Central Government hereby makes the following rules regulating the method of recruitment to the post of Secretary in the Footwear Design and Development Institute namely:-

1. **Short title and Commencement.**—(1) These rules may be called the Ministry of Commerce and Industry, Footwear Design and Development Institute, Secretary Recruitment Rules, 2018.

(2) They shall come into force on the date of their publication in the Official Gazette.

2. **Number of Post, classification and level in the pay matrix.**—The number of posts, its classification and level in the pay matrix shall be as specified in columns (2) to (4) of the Schedule annexed to these rules.

3. **Method of recruitment, age-limit, qualifications etc.**—The method of recruitment, age limit, qualifications etc. shall be as specified in columns (5) to (13) of the said Schedule.
4. **Selection Procedure.** – (1) By invitation of applications through open advertisement including advertisement in 'Employment News'.
- (2) The minimum time allowed for receipt of application should be four weeks. In urgent cases where there are compelling reasons to fill the vacancy early, a shorter time period of not less than two weeks is prescribed with the approval of Joint Secretary, Department of Commerce.
- (3) The applicants from Central Government or State Government or Union territories or Public Sector Undertaking or Autonomous Body or Statutory Body or University or recognised Research Institute are required to apply through proper channel, who in turn will forward copies of completed Annual Confidential Report / Annual Performance Appraisal Report for the last five years.
- (4) To conduct the selection and appointment process in a fair, transparent and proper manner, a Selection Committee shall be formed by the Department of Commerce. The composition of Selection Committee shall be as specified in column (12).
- (5) Quorum of at least three members, including Managing Director, Footwear Design and Development Institute shall be required for convening a meeting of Selection Committee. Managing Director, Footwear Design and Development Institute shall be the Member Secretary of the Selection Committee.
- (6) The Department of Commerce shall issue the advertisement for inviting the applications for the post of Secretary, Footwear Design and Development Institute. All the applications so received shall be handed over to the Selection Committee. The Selection Committee shall scrutinise, shortlist the applications received on the basis of eligibility criteria. The Selection committee shall recommend a panel of names of suitable candidates from the shortlisted candidates on the basis of personality test / interview or any other method as deemed fit. The recommendation of the Selection Committee shall be put-up for approval of the Minister concerned who will be the competent authority in the case. After approval of the competent authority, the candidate shall be appointed as Secretary, Footwear Design and Development Institute from the panel of names as per the serial order in the panel.
5. **Applicability of other rules etc.** – (1) The officer should be clear from vigilance angle. A certificate to this effect shall have to be furnished by the parent cadre of the applicant while forwarding the application.
- (2) The officer should not have been debarred from Central deputation.
- (3) The officer should have at least "very good" service record in the last five years, however, preference will be given to officers who have "outstanding" service record with a grading of eight and above.
- (4) The officer should not be on study leave or long leave on the date of submitting the application.
- (5) The officer should not have been nominated for foreign training or should not be on training or foreign assignment on the date of submitting the application.
- (6) All applicable rules and regulations, including disciplinary rules etc. shall apply to the appointee.
6. **Disqualification.**— No person,-
- (a) Who has entered into or contracted a marriage with person having a spouse living, or
- (b) Who, having a spouse living, has entered into or contracted a marriage with any person, shall be eligible for appointment to the said post:
- Provided that the Central Government may, if satisfied that such marriage is permissible under the personal law applicable to such person and the other party to the marriage and that there are other grounds for so doing, exempt any person from the operation of this rule.
7. **Power to relax.**—Where the Central Government is of the opinion that it is necessary or expedient so to do, it may, by order, for reason to be recorded in writing, relax any of the provisions of these rules with respect to any class or category of persons.
8. **Saving.**—Nothing in these rules shall affect reservation, relaxation of age limit and other concession required to be provided for the Scheduled Castes, Schedules Tribes, Other Backward Classes, ex-servicemen and other special categories of person in accordance with the orders issued by the Central government from time to time in this regard.

SCHEDULE

Name of the post.	Number of post.	Classification.	Level in the pay matrix.	Whether selection post or non-selection post.	Age limit for direct recruits.
(1)	(2)	(3)	(4)	(5)	(6)
Secretary.	1(One).	Not applicable.	Level 13 (Rs. 123100 - 215900).	Not applicable.	Not applicable.

Educational and other qualifications required for direct recruits.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees.	Period of probation, if any.
(7)	(8)	(9)
Not applicable.	Not applicable.	Not applicable.

Method of recruitment, whether by direct recruitment or by promotion or by deputation or transfer.
10.
By deputation (including short-term contract).

In case of recruitment by promotion or deputation/transfer, grades from which promotion or deputation on transfer is to be made.
11.
By deputation (including short-term contract): Officers of the Central Government or State Government or Union territories or Public Sector undertaking or Autonomous Body or Statutory Body or University or recognized research institute.
(i) (a) holding analogous post on regular basis; or (b) with at least ten years' experience in Group. 'A' or equivalent service in the Central Government or State Government or Union territories or Public Sector Undertaking or Autonomous Body or Statutory Body or University or recognised Research Institute, on the closing date of application; (c) out of the ten years of service in Group. 'A' as mentioned above, at least five years of service should be in Level 12 in the pay matrix or equivalent service in the Central Government or State Government or Union territories or Public Sector Undertaking or Autonomous Body or Statutory Body or University or recognised Research Institute, on the closing date of application;
(ii) Possessing the following qualifications, namely;- (a) Bachelor degree from a recognised University; (b) with at least five years' experience in the field of administration.
(iii) Desirable :— (a) Experience in Leather Technology or Industry of at least one year. (b) Master in Business Administration.
Note 1. —The period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organisation or Department of the Central Government shall ordinarily not exceed five years.
Note 2. —The maximum age-limit for appointment by deputation shall not be exceeding fifty years as on the closing date of receipt of applications.

Note 3. -The period of deputation shall be for five years subject to overall ceiling prescribed by the Government of India. The deputation will be on foreign service terms and conditions of the Central Government.

Note 4.—In the event of performance being found unsatisfactory, the competent authority reserves the right to repatriate the officer to his/her parent cadre any time during the tenure. The decision of the competent authority in such cases shall be final and binding.

Note 5.—Other terms and conditions of the deputation shall be governed by the relevant instructions issued by the Central Government from time to time.

If a Departmental Selection Committee exists what is its composition?	Circumstances in which Union Public Service Commission to be consulted in making recruitment.
12.	13.
(a) Joint Secretary, Department of Commerce – Chairperson; (b) Managing Director, Footwear Design and Development Institute – Member; (c) One member from Leather Industry; and (d) One outside expert of eminence from prominent organisations like Central Leather Research Institute or National Institute of Fashion Technology or Indian Institute of Technology or National Institute of Design to be nominated by the Department of Commerce, Government of India.	Not applicable.

[F. No. - K-50011/1/2018-EP (LSG)]

ANITA PRAVEEN, Jt. Secy.

अधिसूचना

नई दिल्ली, 5 सितम्बर, 2018

सा.का.नि. 843(अ).—केन्द्र सरकार, फुटवियर डिजाइन और विकास संस्थान अधिनियम 2017 (2017 का 20) की धारा 18 की उपधारा (1) के साथ पठित धारा 35 की उपधारा (2) के खंड (क) द्वारा प्रदत्त शक्तियों का प्रयोग करते हुए, फुटवियर डिजाइन और विकास संस्थान में कार्यकारी निदेशक के पदों पर भर्ती की पद्धति का विनियमन करने के लिए निम्नलिखित नियम बनाती है अर्थात :—

1. **संक्षिप्त नाम और प्रारंभ:**—(1) इन नियमों का संक्षिप्त नाम वाणिज्य और उद्योग मंत्रालय, फुटवियर डिजाइन और विकास संस्थान, कार्यकारी निदेशक भर्ती नियम, 2018 है।

(2) ये राजपत्र में उनके प्रकाशन की तारीख को प्रवृत्त होंगे।

2. **पद संख्या, वर्गीकरण और वेतन मैट्रिक्स में स्तर:**—पद की संख्या, उसका वर्गीकरण और वेतन मैट्रिक्स में स्तर वह होगा, जो इन नियमों से उपाबद्ध अनुसूची के स्तंभ (2) से स्तंभ (4) में विनिर्दिष्ट है।

3. **भर्ती की पद्धति, आयु सीमा, अर्हताएं आदि:**—भर्ती की पद्धति, आयु सीमा, अर्हताएं और उससे संबंधित अन्य बातें वे होंगी जो उक्त/पूर्वोक्त अनुसूची के स्तंभ (5) से (13) में विनिर्दिष्ट है।

4. **चयन प्रक्रिया:**—(1) " रोजगार समाचार " में विज्ञापन, जिसमें खुला विज्ञापन भी शामिल है, के माध्यम से आवेदन आमंत्रित किया जाएगा।

(2) आवेदन प्राप्त करने के लिए न्यूनतम सीमा 4 सप्ताह होनी चाहिए। त्वरित मामलों, जिनमें अपरिहार्य कारणों से रिक्ति को तत्काल भरना अनिवार्य हो, वाणिज्य विभाग के संयुक्त सचिव के अनुमोदन से आवेदन की अल्प समयावधि, कम से कम 2 सप्ताह निर्धारित की जाएगी।