

भारत सरकार/GOVERNMENT OF INDIA
उत्तर-पूर्वी क्षेत्र विकास मंत्रालय/MINISTRY OF DEVELOPMENT OF NER
उत्तर-पूर्वी परिषद् सचिवालय/NORTH EASTERN COUNCIL SECRETARIAT
नांग्रिम हिल्स, शिलांग/NONGRIM HILLS, SHILLONG -793003
Website: <https://necouncil.gov.in>

ADMN-12011/8/2024-ADMN

Dated: 17th February, 2025

CORRIGENDUM

With reference to this Council Secretariat Advertisement No.ADMN-2011/8/2024-ADMN dated 11th December, 2024 published in the Employment News dated 4-10 January, 2025 for filling up of 1(one) post of Director of Information and Public Relations re-designated as Deputy Adviser (Information and Public Relations) on deputation (including short term contract) basis, due to the notification of amended RR, the following Corrigendum is hereby issued:-

1. The name of the post advertised i.e. "Director of Information and Public Relations" wherever appearing may be read as "**Deputy Adviser (Information and Public Relations)**".
2. **In Annexure-I of advertisement in Essential column:-**
"Bachelor's Degree from a recognized University or equivalent" may be read as "**Bachelor Degree from a recognized University or Institute**".
"Ten years' experience in publicity/public relation work" may be read as "**Seven years experience in publicity or public relations work**".
3. **In Annexure -I of advertisement in Desirable column:-**
"Masters' Degree from a recognized University or equivalent" may be read as "**Masters Degree from a recognized University or Institute**".
"Post Graduate Diploma in Information Technology or Public Relations from a recognised University/Institute or equivalent" may be read as "**Post Graduate Diploma in Information Technology or Public Relations from a recognised University or Institute**".
4. **In Annexure-I of advertisement in the period of deputation column:-**
The period of deputation may be read as "**not exceed four years**" instead of "not exceed three years".

All other terms and conditions of the advertisement mentioned above would remain the same. The candidates who have already applied in response to the aforementioned advertisement need not apply again but may take note of the Corrigendum. The corrigendum along with Annexure-I and Annexure-II and other necessary details are also placed in the NEC website <https://necouncil.gov.in>.

Cadre authorities/Head of Departments are requested to forward applications of eligible and willing candidates whose services can be spared for the above mentioned post immediately so as to reach the undersigned within **30** days from the date of publication of this corrigendum in Employment News.

Signed by Lienmuong S
Gangte
Date: 17-02-2025 16:58:1

(एल. एस. गांगटे/L.S. Gangte)

निदेशक (प्रशासन)/Director (Admn.)

NEC Secretariat, Nongrim Hills,
Shillong : 793003 Ph. No. : 2522647

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Website: <https://necouncil.gov.in>

ADMN-12011/8/2024-ADMN

Dated: 11 December, 2024

The North Eastern Council Secretariat is looking for the services of a suitable officer for filling up 1(one) post of **Director of Information and Public Relations** on **deputation (including short term contract)** basis. The pay and other terms and conditions of deputation will be regulated in accordance with DOPT's O&M No.6/8/2009-Estt.(Pay-II) dt.17.06.2010 as amended from time to time. Cadre authorities/Heads of Departments are requested to forward applications of eligible and willing candidates whose services can be spared on deputation basis immediately as to reach the undersigned **within 60 days** from the date of publication of this advertisement in Employment News. The details of post, eligibility criteria, job requirement, age limit, qualification and experience required for the post are indicated in **Annexure-I** below. For Application Forms/Curriculum Vitae Proforma (**Annexure-II**) and other necessary details, please visit the **NEC website <https://necouncil.gov.in>**.

LIST OF ENCLOSURES TO BE ACCOMPANIED WITH THE APPLICATION.

1. Application in the prescribed format - Annexure-II duly completed, signed by the candidate and countersigned by the Cadre/Appointing authority.
2. Attested copies of ACRs for the last 5(five) years duly attested on each page with seal by an officer of the rank of Under Secretary to the Government of India or equivalent.
3. Integrity Certificate.
4. Vigilance Clearance.
5. Major or minor penalty certificate for the last 10 years of his service.
6. A certificate to the effect that the particulars furnished by the candidate have been verified and found correct as per service records.
7. Cadre clearance certificate.
8. Self attested copy of certificates of educational certificates.

Signed by

Lienmuong S Gangte

Date: 11-12-2024 18:23:24

(एल. एस. गांगटे/L.S. Gangte)

निदेशक (प्रशासन)/Director (Admn.)

NEC Secretariat, Nongrim Hills,
Shillong : 793003 Ph. No. : 2522647

1.	(a)	Name of the post	Director of Information and Public Relations ✓
	(b)	No. of post	1 (one)
	(c)	Scale of pay	Rs.12,000-375- 16,500/- (5 th CPC)/PB-3 Rs.15,600-39,100/- + G.P Rs. 7600/- (6 th CPC) corresponding to Level 12 of Pay Matrix of the 7 th CPC
	(d)	Method of Recruitment and Eligibility Criteria.	<p>Deputation (including short term contract):</p> <p>1. Officers under the Central Government/State Governments/Union territories/ Recognised Research Institutions/Universities/ Public Sector Undertakings/ Semi-Government/Statutory/Autonomous Organisations:</p> <p>(a)</p> <p>(i) holding analogous posts on regular basis in the parent cadre or department; or</p> <p>(ii) with five years' service in the grade rendered after appointment thereto on regular basis in posts in the scale of pay of Rs.10000 - 15200 (5th CPC)/ PB 3 Rs.15600-39100/-+GP Rs.6600/-(6th CPC) corresponding to Level 11 of Pay Matrix of the 7th CPC or equivalent in the parent cadre/department; and</p> <p>(b) possessing the following educational qualifications and experience:</p> <p>Essential:</p> <p>(i) Bachelor's Degree from a recognized University or equivalent.</p> <p>(ii) Ten years' experience in publicity/public relations work.</p> <p>Desirable:</p> <p>(i) Masters' Degree from a recognized University or equivalent.</p> <p>(ii) Post Graduate Diploma in Information Technology from a recognized University/ Institute or equivalent.</p> <p>(Period of deputation (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 organisation/Department of the Central Government shall ordinarily not exceed three years. The maximum age limit for appointment by deputation (including short term contract) shall be not exceeding 56 years as on the closing date of receipt of applications)</p>
	(e)	Job requirement	To look after public relations needs of the North Eastern Council, liaison with the press and publicity. To issue press release on Council Meetings, progress and achievements of NEC programmes, publication of publicity matters like Pamphlets, features, articles, backgrounds etc.
<p>Note: Candidates who apply for the post would not be allowed to withdraw their candidature subsequently.</p>			

CURRICULUM VITAE PROFORMA

1	Name and address (in block letters)	:	
2	Date of birth (in Christian era)	:	
3	Date of retirement under Central/State Govt. rules.	:	
4	Educational qualifications.	:	
5	Name of the post applied for.	:	
6	Present post held with pay scale, Pay band and Grade Pay	:	
7	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).	:	
	Qualification/experience required		Qualification/experience possessed by the officer
Essential	(i)		
	(ii)		
	(iii)		
Desirable	(i)		
	(ii)		
8	Please state clearly whether in the light of entries made by you above, you meet the requirements of the post.	:	
9	Details of Employment, in chronological order. Enclose a separate sheet, duly authenticated by your signature, if the space below is insufficient.		

Office/Instt./ Orgn.	Post Held	From	To	Scale of pay/ Present Basic Pay And Grade Pay	Nature of duties

10	Nature of present employment i.e., ad-hoc or temporary or quasi-permanent or permanent.	:	
11	In case the present employment is held on deputation 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 you belong.	:	

12	Additional details about present employment. Please state whether working under - (indicate the name of your employer against the relevant column)	:	
	(a) Central Govt.	:	
	(b) State Government	:	
	(c) Union Territory	:	
	(d) Statutory Organization	:	
	(e) Autonomous Organizations	:	
	(f) Government Undertakings	:	
	(g) Universities	:	
	(h) Others	:	
13	Please state whether you are working in the same Department and are in the feeder grade or feeder to feeder grade	:	
14	Are you in Revised Scale of pay? If yes, give the date from which the revision took place and also indicate the pre-revised pay scale.	:	
15	Total emoluments per month now drawn	:	
16	Additional information, if any, which you would like to mention in support of your suitability for the post. (This among other things may provide information with regard to (i) additional academic qualifications, (ii) professional training and (iii) work experience over and above prescribed in the vacancy Circular/ Advertisement) (Note: Enclose a separate sheet, if the space is insufficient).	:	
17	Please state whether you are applying for deputation (ISTC)/Absorption/Re-employment basis. (Officers under Central/State Governments are only eligible for "Absorption".) Candidates of non-Government Organizations are eligible only for Short Term Contract.	:	
18	Whether belongs to SC/ST.	:	
19	Remarks (The candidates may indicate information with regard to (i) Research publications and reports and special projects, (ii) Awards/Scholarship /Official Appreciation, (iii) Affiliation with the Professional bodies/institutions/ societies and (iv) any other information. (Note: Enclose a separate sheet if the space is insufficient), if any.	:	
20	Whether the present post held is on substantive basis or on officiating basis or on deputation/ short term contract.	:	

21	If Pay scale/Pay Band with Grade Pay in Sl. no. 6 above is not that of the substantive post held (i.e., that on deputation/short term contract/ACP Scheme upgradation/MACP upgradation), then the substantive pay (with Pay Scale/Pay Band with Grade Pay).	:
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I have carefully gone through the vacancy circular/advertisement and I am well aware that the Curriculum Vitae duly supported by documents submitted by me will also be assessed by the Selection Committee at the time of selection for the post.

Date

Signature of the candidate

Address

Phone No./Mobile No.:

Countersigned (Employer with seal and date)

Strike out whichever is not applicable.

CADRE CLEARANCE CERTIFICATE

In the event of the selection of Shri/Smti _____, he/she will be relieved to join the post of Director of Information and Public Relations in the North Eastern Council Secretariat, Shillong on deputation (including short term contract) basis.

Signature:
Designation of Competent Authority

VIGILANCE CLEARANCE CERTIFICATE

Certified that no vigilance case is pending or contemplated against Shri/Smti _____ as per record.

Signature:
Designation of Competent Authority.

MAJOR/MINOR PENALTIES REPORT

Certified that there is no major or minor penalties imposed on Shri/Smti _____ during last 10 years.

Signature
Designation of Competent authority.

INTEGRITY CERTIFICATE

Service particulars of Shri/Smti _____ have been carefully scrutinized and it is certified that there is no doubt of his integrity.

Signature:
Designation of Competent authority.

CORRECTNESS CERTIFICATE

It is certified that the particulars furnished by Shri/Smti _____ in his/her application Curriculum Vitae Proforma have been verified and found correct as per Service Records

Signature:
Designation of Competent Authority