

By Fax / Speed Post

**सरदार वल्लभभाई पटेल राष्ट्रीय पुलिस अकादमी**

SARDAR VALLABHBHAI PATEL NATIONAL POLICE ACADEMY

(भारत सरकार : गृह मंत्रालय) (Government of India : Ministry of Home Affairs)

हैदराबाद – 500 052 : Hyderabad – 500 052

No.15011/8/2016/Estt/A2.(Vol.II) -1201

Dated 4 July, 2023

To,

- 1 The Director Generals of all CAPFs & CPOs.
- 2 The Director Generals / Inspector Generals of Police of all States / UTs.

**Sub: Inviting Nominations for three posts of “Deputy Superintendent of Police / Assistant Commandant” (Trg/Gen.), General Central Service Group-‘A’ Gazetted Non-Ministerial in level-10 in the pay matrix in the SVP National Police Academy, Hyderabad on deputation basis.**

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Sir,

Nominations are invited for three posts of “Deputy Superintendent of Police / Assistant Commandant” (Trg/Gen), General Central Service Group-‘A’ Gazetted-Non-Ministerial in Level-10 in the Pay Matrix in this Academy, on deputation basis for a period of three years extendable upto five years.

2. The eligibility criteria (educational qualifications, experience, etc.) is furnished in the enclosed **Annexure-I**. The nominations of eligible officers along with following documents may please be forwarded to this Academy through proper channel:

- a. Bio-data in the prescribed proforma (**Annexure – II**) duly attested
- b. Attested copies of Annual Confidential Reports for the last five years (from 2017-2018 to 2021-2022)
- c. Details of major and minor penalties for the last 10 years
- d. Certificate(s) of Integrity, Vigilance and Cadre Clearance

The details including prescribed proforma and eligibility conditions, etc, are also available on SVP NPA website: <http://www.svpnpa.gov.in> under ‘Vacancies’ tab.

3. The cadre controlling authorities may ascertain that the particulars of the nominated officers are correct as per their service records and meet the eligibility criteria.

4. It is requested that the above vacancy may kindly be circulated among all Departments/Institutions/Offices under your charge and also to host on their websites.

5. This is issued with the approval of the competent authority.

Yours faithfully,

(Hari Prasath S)

Assistant Director (Estt-I & IS-II)

Encl: Annexure I & II.

**Annexure-I**

**Details of the post of “Deputy Superintendent of Police / Assistant Commandant” (Trg/Gen),  
in the SVP National Police Academy, Hyderabad – 500 052**

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<b>1</b>	Name of the post	<b>Deputy Superintendent of Police / Assistant Commandant (Trg/Gen).</b>
<b>2</b>	Classification of the post	General Central Service Group ‘A’ Gazetted Non-Ministerial.
<b>3</b>	Scale of Pay	<b>Level-10 in the Pay Matrix.</b>
<b>4</b>	DA, HRA & other allowances	As admissible under the Central Govt. Rules amended from time to time.
<b>5</b>	Deputation (Duty)	As admissible under the Central Govt. Rules amended from time to time.
<b>6</b>	Method of Recruitment	<b>By deputation</b>
<b>7</b>	Eligibility Criteria	<p>From amongst officers of the Central Armed Police Forces / State Police holding analogous post (Deputy Superintendent of Police / Assistant Commandant) in <b>Level-10 in the Pay Matrix (Revised) on regular basis;</b></p> <p style="text-align: center;"><b>OR</b></p> <p>Inspectors/Junior Engineers (Uniformed) in Level-7 in the Pay Matrix or with three years regular service in that grade either from Central Armed Police Forces or State Police or Union Territory possessing the following educational qualifications and experience:.</p> <p><b>Training purpose:</b> <b>Essential:</b></p> <p>(i) Any Bachelor’s degree from a recognized University or Institution. (ii) Three years experience as Instructor/Trainer in the rank of DySP/AC/Inspector in planning, co-ordination, teaching and conduct of outdoor and indoor training related to field craft and tactics. (iii) He/she should be qualified in minimum two certified courses conducted by the CAPF/State/Union Territory Police in areas like Map Reading &amp; Tactics, Explosive weapons.</p> <p><b>Desirable:</b></p> <p>(i) Having specialization in Field Craft and Tactics. (ii) Two years service in operation field area in Unit/Battalion in the rank of Dy. Superintendent of Police or Assistant Commandant or Inspector. (iii) Working knowledge of “MS Office and</p>

		<p>Windows operating System”.</p> <p><b>For General duties:</b></p> <p>(i) Any Bachelor's degree from a recognized University or Institution.</p> <p>(ii) Three years experience in personnel management, operational preparedness etc, in their parent organization.</p> <p>(iii)Should have three years' experience in training/ personnel management.</p> <p><b>Desirable:</b></p> <p>(i)Possessing Diploma in Civil/Electrical Engineering.</p> <p>(ii)Two years Experience in the Works Branch/Section or</p> <p>(iii)Preference will be given to officers possessing degree in law.</p> <p>(iv) Officers below the age of 45 years will be preferred.</p> <p>(v) Working knowledge of “MS Office and Windows operating System”.</p>
8	Deputation Period	<p>The period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment in same or some other organisation or department of the Central Government shall ordinarily not exceed three (03) years. The maximum age limit for appointment by deputation shall not exceed fifty six (56) years as on the closing date of receipt of application</p>
9	Nature of duty	<p>(i) To act as an in-charge of the outdoor activities of “Special Tactics Wing”(STW) related works.</p> <p>(ii)To coordinate and correspond with the officers in regard to execution / implementation of the courses.</p> <p>(iii)To report to AD (Tac) or any other Supervisory Officer under whom he has been placed.</p> <p>(iv) Any other duties assigned by AD(Tac) or any other Supervisory Officer or any other general administrative duties as and when assigned by the competent authority.</p>

**BIO -DATA/ CURRICULUM VITAE PROFORMA**

1. Name and Address ( in Block Letters)		
2. Date of Birth ( in Christian era)		
3. i) Date of entry into service		
3. 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)		
Qualifications / Experience required as mentioned in the advertisement / vacancy circular		Qualifications / experience possessed by the officer.
<b>Essential</b>		<b>Essential</b>
A) Qualification		A) Qualification
b) Experience		B) Experience
<b>Desirable</b>		<b>Desirable</b>
A) Qualification		A) Qualification
b) Experience		B) Experience
5.1 Note: The column needs to be amplified to indicate Essential and Desirable Qualifications as mentioned in the RRs by the Administrative Ministry/ Department / Office at the time of issue of Circular and issue of Advertisement in the Employment News.		
5.2 In the case of degree and Post Graduate Qualifications Elective / main subjects and subsidiary subjects may be indicated by the candidate.		
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.		
6.1 Note: Borrowing Departments are to provide their specific comments / views confirming the relevant Essential Qualification / Work experience possessed by the Candidate ( as indicate in the BIO-data) with reference to the post applied.		

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 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.

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\*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. Adhoc 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>9.1 <b>Note:</b> In case of Officers already on deputation, the application of such officers should be forwarded by the parent cadre/ Department along with Cadre Clearance, Vigilance Clearance and Integrity certificate.</p> <p>9.2 <b>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>			
10. If any post held on Deputation in the past by the applicant, date of return from the last deputation and other details.			
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) Autonomous Organization d) Government Undertaking e) Universities f) Others.			
12. Please state whether you are working in the same Department and are in the feeder grade or feeder to feeder grade.			
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.			
14. Total emoluments per month now drawn			
Basic Pay in the PB		Grade Pay	Total emoluments

15. In case the applicant belongs to an Organisation which is not following the Central Government Pay-scales, the latest salary slip issued by the Organisation showing the following details may be enclosed.

Contd..P/3...

Basic Pay in the PB	Dearness Pay/ interim relief. other allowances etc ( with break –up details)	Total Emoluments.
<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 thing 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)</p>		
<p><b>16.B Achievements:</b>                      The candidates are requested to indicate information with regard to ;                      (i) Research publications and reports and special projects                      (ii) Awards/ Scholarships/ Official Appreciation                      (iii) Affiliation with the professional bodies / institutions/ societies and ;                      (iv) Patents registered in own name or achieved for the organization                      (v) Any research/ innovative measure involving official recognition                      (vi) Any other information.                      (Note: <b>Enclose a separate sheet if the space is insufficient</b>)</p>		
<p>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).                      # ( The option of ‘STC’/ ‘Absorption’/ Re-employment’ are available only if the vacancy circular specially mentioned recruitment by “STC” or “Absorption” or “Re-employment”).</p>		
<p>18. 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

Date :

Contact Address \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Mobile No. \_\_\_\_\_

e-mail ID: \_\_\_\_\_

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**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 Dossier in original is enclosed/ photocopies of the ACRs for the last 05 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 the case may be).

**Countersigned**

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

**Note : Attested copies of Annual Confidential Reports for the preceding five years (from 2017-18 to 2021-22) along with Integrity, Vigilance Certificate and details of Major/Minor penalty for the last 10 years should be enclosed.**