

F.No.A.12026/9/2019-ES  
Government of India  
Ministry of Finance  
Department of Revenue  
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Room No.55, North Block,  
New Delhi – 11001  
Dated, the 19<sup>th</sup> August , 2019

**OFFICE MEMORANDUM**

Subject: Filling up of post of Administrative Officer (Group'A'), in the Adjudicating Authority under the Prevention of Money Laundering Act, 2002, New Delhi – Reg.

The undersigned is directed to say that in terms of section 6 of the Prevention of Money Laundering Act, 2002 (PMLA) the Central Government has established an Adjudicating Authority to exercise jurisdiction, powers and authority conferred by or under the said Act.

2. One anticipated vacancy of Administrative Officer in the Adjudicating Authority under the Prevention of Money Laundering Act, 2002, Department of Revenue, Ministry of Finance at New Delhi is decided to be filled up on deputation basis. The description of the posts and the eligibility criteria is given in the table below:

Sl, No.	Name of post	Pay Scale	Eligibility criteria
1.	Administrative Officer	<b>Level-11</b> <b>(Rs.67700-</b> <b>Rs.208700/-</b>  <b>[ 6<sup>th</sup> CPC Scale;</b> <b>PB-3 (Rs.15600-</b> <b>39100)+ Grade</b> <b>Pay Rs.6600]</b>	<b>Deputation : Officers under the Central Government,-</b> (a)(i) holding analogous posts on regular basis in the parent cadre or department; or (ii) with five years' service in the grade rendered after appointment thereto on a regular basis in the level 10 (Rs. 56100-Rs. 177500/-) [6 <sup>th</sup> CPC Scale Pay Band-3, Rs.15600 - 39100 with Grade Pay of Rs.5400/- ] in the parent cadre or department; or (iii) with six years' regular service in the grade rendered after appointment thereto on regular basis in the level 8 (Rs. 47600-Rs. 151100/-) [6 <sup>th</sup> CPC Scale Pay Band-2, Rs.9300 - 34800 with Grade Pay of Rs.4800/- ] or equivalent in the parent cadre or department;; and <b>(b) possessing the following educational qualifications and experience:-</b> (i) Bachelor's degree or equivalent from recognized university; (ii) five years' experience of handling administration or accounts or budget works. Note-1. Period of deputation Including 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 to exceed three years. Note-2. The maximum age limit for appointment by deputation shall be not exceeding 56 years as on the closing date of receipt of applications.



3. The pay & allowances and other terms will be regulated in accordance with the instructions issued by Department of Personals & Training from time to time.

4. The willing and eligible officers should send their applications for the post in the enclosed format (proforma-J) through the cadre controlling authority, addressed to the **Under Secretary, Economic Security Cell, Room No.55, North Block, New Delhi – 110001**, within 60 days from the date of publication of this circular in the Employment News. The vacancy circular and Proforma-J can also be downloaded from Department of Revenue's website [http://www.dor.gov.in/vacancies\\_circular](http://www.dor.gov.in/vacancies_circular).

4. The Cadre Controlling Authority, while forwarding the application must enclose vigilance clearance including whether disciplinary case is pending or being contemplated against the officer, Major/Minor Penalty statement for the last 10 years, Integrity Certificate & photocopies of Annual Confidential Reports (ACRs)/Annual Performance Appraisal Reports (APARs) for the last five years duly attested on each page by a Gazetted Officer. Cadre Controlling Authority may ensure that the applicant fulfills all the eligibility conditions specified above and also verify the particulars furnished by the applicants, before granting cadre clearance. Once cadre clearance is given it will be presumed that the eligibility conditions are fulfilled and particulars are correct.

  
(Dinesh Boudh)  
Director (NC)  
Tel.No.23095371

To

1. All Ministries/Departments of Government of India

## PROFORMA

**Application for the post of Administrative Officer (Group 'A') in the Adjudicating Authority under the Prevention of Money Laundering Act, 2002, New Delhi ON DEPUTATION BASIS.**

1	Name				
2	Post applied for				
3	a) Present post held (whether regular, ad-hoc or on deputation basis).				
	b) If presently on deputation, please indicate designation of the post held in the parent office/ cadre and scale of pay of that post along with the present basic pay in that grade.				
4	Present Pay Band and Grade Pay (also mention Basic Pay)				
5	Date of getting the present scale on regular basis.				
6	Date of Birth				
7	Date of entry into service (including service & batch)				
8	Date of retirement				
9	Office address				
10	Phone & FAX Number with STD code				
11	E-mail address  Mobile No.				
12	Educational Qualifications				
13	Position held since entry into service :				
	Designation & Place of posting	Scale of pay (pre-revised)	From	To	Whether post held on regular or ad-hoc basis.



14	Applicant must indicate how the eligibility criteria like number of years of service rendered in the relevant pay scale, educational qualification, experience in the relevant field, age on closing date of applications and period are fulfilled.	
15	Name and address, telephone number of concerned officer in the office of the Cadre Controlling Authority.	

Note: Column 14 & 15 must be filled.

Date:

Signature of the candidate

Particulars of the applicant verified

Signature of Cadre Controlling Authority  
along with stamp

**ANNEXURE - I**

**(Cadre clearance and Vigilance clearance) FOR THE USE OF CADRE CONTROLLING  
AUTHORITY/DEPARTMENT ONLY**

1	Whether the officer meets eligibility requirement as on the closing date of application	
2 (i)	Whether the officer has been placed on the Agreed List or List of Officers of Doubtful Integrity (If Yes the details to be given)	
2 (ii)	Whether any allegation of misconduct involving vigilance angle was examined against the officer during the last 10 years and if so with what result	
2 (iii)	Whether any punishment was awarded to the officer during last 10 years and if so the date of imposition and details of the penalty	
2 (iv)	Is any disciplinary /criminal proceedings or charge sheet pending against the officer as on date [If so details to be furnished including reference no., if any, of the Commission	
2 (v)	If any action contemplated against the officer as on date [If so details to be furnished]	
2 (vi)	Date of filing of latest IPR	
3	Whether cadre clearance for the officer by the Competent Authority has been granted	
4	Whether integrity of the officer is certified	

It is certified that the information/entries furnished by the officer has been verified from the service records of the officer.

Date

Signature-----

Name

Designation (with stamp)