

**F.No.02/02/2018-NCLAT**

**NATIONAL COMPANY LAW APPELLATE TRIBUNAL**

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New Delhi – 110003. Phone: 24306837, 24306869. Fax: 24306838

Dated : 3<sup>rd</sup> August, 2018

**OFFICE MEMORANDUM**

Subject: Filling up of 1 (one) post of Registrar in the National Company Law Appellate Tribunal on deputation basis.

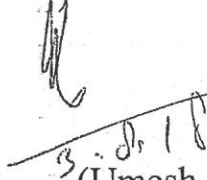
Applications are invited to fill up on deputation basis, the post of Registrar in the National Company Law Appellate Tribunal (NCLAT). The number of vacancies, Qualification, Eligibility and Pay Scale are as follows: -

Name of Post	No. of Post(s)	Pay Scale as per 7 <sup>th</sup> CPC	Qualification & Eligibility
Registrar, NCLAT	1 (one)	Level 14 (₹1,44,200-2,18,200)	Officers of State Higher Judicial Service or Courts or Central Government or State Government or Union Territories or Tribunals or Statutory Organizations holding:-  (a)(i) analogous post on regular basis in the parent cadre or department; or  (ii) a post in Level-13A in Pay Matrix of 7 <sup>th</sup> CPC or equivalent with two years regular service in the Grade, or  (iii) a post in Level-13 in Pay Matrix of 7 <sup>th</sup> CPC or equivalent with three years regular service in the Grade, and  (b) Possessing the following essential educational qualification and experience: -  (i) Degree in Law from a recognized University, and  (ii) Experience in judicial or quasi-judicial or administrative matters.  Note 1: The period of deputation including the period of deputation in another ex-cadre post held immediately preceding this

			<p>appointment in the same or some other organization or department of the Central Government shall ordinarily not to exceed five years.</p> <p>Note 2: The maximum age limit for appointment by deputation shall not be exceeding fifty eight years as on the closing date of receipt of applications.</p> <p>Note 3: For purposes of appointment on deputation basis, the service rendered on a regular basis by an officer prior to 01<sup>st</sup> January, 2016 or the date from which the revised pay structure based on the Seventh Central Pay Commission recommendations has been extended, shall be deemed to be service rendered in the corresponding level in the Pay Matrix of the Seventh CPC.</p>
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2. The selected candidate will be required to serve in the NCLAT at New Delhi.
3. The initial period of deputation shall be for one year, which may be extended further subject to satisfactory performance.
4. The pay, allowances and other terms and conditions of deputation shall be governed by the provisions as is applicable to officers/employees holding equivalent post/scale of pay.
5. The application in the prescribed proforma (Annexure-I), complete in all respects may be **sent to the undersigned at the aforesaid address** through proper channel along with attested photocopies of Annual Confidential Reports/Annual Performance Appraisal Reports for the last ten years, Vigilance Clearance Certificate and details of major/minor penalties imposed/contemplated during the last ten years and self attested copies of qualifications and notifications/documents regarding the place of posting for last ten years. The last date of receipt of applications is **30<sup>th</sup> September, 2018**. The applications incomplete in any respect and/or received without any of the necessary documents as mentioned in this vacancy circular are liable to be rejected.

6. The Vacancy Circular along with Annexure I can be downloaded from the website of the National Company Law Appellate Tribunal <http://www.nclat.nic.in>.

  
(Umesh Chandra)  
Deputy Registrar

Distribution (It is requested that the vacancy may please be circulated amongst the officers/officials working in your Ministry/Department/Office):-

1. Secretary General, Supreme Court of India, New Delhi.
2. Registrar Generals of all the High Courts in India.
3. Secretary, Ministry of Corporate Affairs, New Delhi.
4. All the Ministries/Departments of Govt. of India.
5. Chief Secretaries of the all the State Governments.



Annexure-I**PROFORMA FOR APPLICATION FOR DEPUTATION TO THE POST OF REGISTRAR IN THE NATIONAL COMPANY LAW APPELLATE TRIBUNAL**

Post applied for \_\_\_\_\_

Affix your recent  
passport size  
photograph here

1	Name in full (IN BLOCK LETTERS)			
2	Date of Birth			
3	(i) Date of entry into service			
	(ii) Date of superannuation			
4	Service to which you belong			
5	Office address with Telephone & Fax numbers			
6	Correspondence address along with i) Mobile No. ii) Email id (mandatory)			
7	Permanent address			
8	Educational and Professional Qualifications (in ascending order starting from High School onwards)			
Sl. No.	Examination passed	Board / University	Year of passing	Percentage of marks
	(self-attested photocopies of certificates enclosed)			

9	Details of employment in chronological order					
Office	Post held on regular basis	From	To	Pay Band and Grade Pay / Scale of pay of the post held on regular basis	Nature of duties	
	(self-attested photocopies of documents for the last ten years enclosed)					
10	Nature of present employment i.e. Permanent / ad-hoc / temporary					
11	In case the present employment is held on deputation, please state: a) The date of initial appointment b) Period of appointment with address c) Name of the parent office/organization d) Name of the post and pay of the post held in substantive capacity in the parent organization					
12	If any post held on deputation in the past by the applicant, date of return from the last deputation and other details.					
13	Whether belongs to SC/ST/OBC (attested copy of the relevant certificate to be attached)					
14	Additional information, if any, relevant to the post you applied for in support of your suitability for the post.					

It is certified that the information furnished above is correct and true to the best of my knowledge. In the event of my selection I shall abide by the terms and conditions of services attached to the post.

Place:

Date:

Signature of the applicant

Name: \_\_\_\_\_

### **CERTIFICATE**

(To be filled in by the Authority forwarding the application)

1. Certified that the particulars furnished by the applicant have been checked from available records and found correct.
2. Certified that the candidate is eligible for the post as per conditions mentioned in the circular.
3. Vigilance Clearance Certificate, Integrity Certificate, Details of Minor/Major Penalties imposed during the last ten years and Records of Suspension during the last ten years is enclosed.
4. Photocopies of APAR/ACR of the officer for the last ten years duly attested are enclosed.

Signature  
Name & Designation of the forwarding officer with seal