

No. PB/1/2/2010/Estt-I  
**CENTRAL ADMINISTRATIVE TRIBUNAL  
PRINCIPAL BENCH**

61/35, Copernicus Marg,  
**NEW DELHI - 110001.**

Date: 24/6/2010

**CIRCULAR**

Subject: **Filling up the posts of Registrar in the Central Administrative Tribunal on deputation basis.**

It is proposed to fill up two posts of Registrar in the Central Administrative Tribunal on deputation basis for a period of three years. The Registrar in the Central Administrative Tribunal is in the Pay Band 4 in the scale of pay of Rs. 37,400-67,000/- with Grade Pay of Rs. 8,700/-. The pay and allowances and other terms of deputation of the officers selected for the said posts will be regulated in accordance with the instructions contained in the Department of Personnel & Training OM No. 2/29/91-Estt.(Pay-II), dated 05.01.1994, as amended from time to time. The number of posts and classification, place of posting, tenure, scale of pay and eligibility criteria for filling up of these posts on deputation basis are as under:-

I. **REGISTRAR:** Two posts of Registrar are vacant at the Ahmedabad and Patna Benches of CAT. Registrar in C.A.T. is a Group 'A' post and is proposed to be filled on deputation basis for a period of three years.

**Eligibility Criteria:-**

- (i) Officers possessing a degree in law and holding
  - (a) Analogous post in the Central Government/State Government/High Court;  
Or
  - (b) Posts in the revised scale of pay of Rs. 15,600-39,100/- with Grade Pay of Rs. 7,600/- with a minimum of five years regular service;  
Or
  - (c) Posts in the revised scale of pay of Rs. 15,600-39,100/- with Grade Pay of Rs. 6,600/- with a minimum of ten years regular service;  
Or
- (ii) Officers holding posts of District Judge/Additional District Judge/Registrar/Additional Registrar of the High Court.

**Note: -** The period of deputation including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organization/Department of Central Govt. shall ordinarily not exceed three years. The maximum age limit for appointment shall not exceed 56 years on the closing date of receipt of application.

Number of vacancies and places of posting are subject to change in administrative exigencies.

2. Applications in the enclosed proforma (duly typed in double space) together with up to date CR dossiers or attested photocopies thereof, for the last five years of the eligible Officers, who are willing to be considered for the said post on deputation and could be spared immediately, may be forwarded to the Principal Registrar, Central Administrative Tribunal, Principal Bench, 61/35, Copernicus Marg, New Delhi – 110001 on or before **23.07.2010**.

3. While forwarding the applications, certificate to the effect that the Officer is clear from vigilance point of view and that there is no disciplinary case pending/contemplated against him/her may also be given at the bottom of the enclosed proforma.

4. Departments while forwarding applications may please ensure that the Officers, who volunteer for the post, shall not be allowed to withdraw their names later.

5. Applications received after the expiry of last date or otherwise found incomplete for want of ACRs/Vigilance Clearance Certificate or without the seal of the Office will not be entertained.

**(N. RAMAMURTHY)**  
Principal Registrar

Copy to: - As per standard list.

**PROFORMA FOR FURNISHING BIO-DATA**

1. Name in Full (Block letters):
2. Complete Postal Address:
  - (a) Residential Address with Telephone No.
  - (b) Official Address with Telephone No.
3. Parent's/Spouse's Name
4. Date of Birth
5. Service to which the officer belongs and Date of entry in the Govt. service (Central/State/ Autonomous Body or other)
6. Designation of post held in parent department on Regular basis with date and pay scale.
7. Complete Postal Address of parent department and the name of Officer who should be addressed
8. Scale of pay and break up thereof of the post held in parent department

	Basic pay	Grade Pay	DA	ADA	HRA	CCA	Total
Pre-revised							
Revised							

9. Designation of the deputation post, if on deputation
10. Scale of pay and breakup thereof of the post presently held

	Basic pay	Grade Pay	DA	ADA	HRA	CCA	Total
Pre-revised							
Revised							

11. Please state whether you are working in the same department and are in the feeder grade or in the feeder grade to the feeder grade
12. Nature of appointment in the parent department
  - (a) Whether temporary/permanent/Q. Pmt. and post against which permanent or regularly appointed.
  - (b) In case of persons holding post in another Department (in the ex-cadre post), i.e., immediately prior to present deputation post.
    - (i) Post held with pay
    - (ii) Scale of pay

13. Educational Qualifications (including professional qualification):

Sl. No.	Degree/Diploma Obtained	Year	Subject taken	University
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14. Brief service particulars (commencing from the latest):

Sl. No.	Designation	Pay Scale	Ministry/ Organisation	Period From To	Brief - description of duties
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15. Whether belong to SC/ST
16. Other particulars, if any.
17. Choice of Stations

(Signature of the candidate)

**CERTIFICATE TO BE FURNISHED BY THE HEAD OF OFFICE.**

1. Service particulars given above have been verified from the service record of the applicant and found correct.
2. Certified that no vigilance enquiry/Disciplinary case is pending or contemplated against the applicant.
3. He will be relieved of his duties in this office to take up assignment in the Central Administrative Tribunal, on his selection for appointment to the post.

Place:

Date:

Signature:  
Designation:  
Office Seal: