

**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.15011/3/2014/Estt/A2.(Vol.III) - 746

Dated 21/01/2022

To

- 1) All Ministries / Departments of Government of India
- 2) The Chief Secretaries to Governments of all States / UTs.
- 3) The Directors General / Inspectors General of all States / UTs.
- 4) The Heads of all CAPFs/CPOs.
- 5) The Secretary, Department of Animal Husbandry & Dairying, Ministry of Agriculture, Krishi Bhavan, Dr. Rajendra Prasad Road, New Delhi – 110 001.
- 6) The Director, National Research Centre on Equines, Sirsa Road, Hisar – 125 001, Haryana.
- 7) All Semi-Government / All Public Sector Undertakings / Statutory organisations /Local / Autonomous bodies.
- 8) The Director / Commissioner, Directorate of Animal Husbandry & Vet. Services, All States as per list attached.

**Sub: Inviting nominations for the post of 'Veterinary Officer' in the Pay Band-3 Rs.15,600-39,100/- plus Grade Pay of Rs.5400/- [Revised: Level-10 in the pay matrix] in the SVP National Police Academy, Hyderabad by deputation (including short-term contract) basis - Regarding.**

\* \* \*

Sir,

Nominations are invited for one sanctioned post of 'Veterinary Officer' in the Pay Band-3 Rs.15,600-39,100/- plus Grade Pay of Rs.5,400/- (pre-revised) [Revised: Level-10 in the pay matrix(Rs.56100-Rs.177500) by deputation (including short-term contract) basis.

2. The eligibility criteria (educational qualifications, experience, etc.) as per details given below:

a	Name of the post	Veterinary Officer
b	Classification of the post	General Central Service Group 'A' Gazetted, Non-Ministerial
c	Scale of Pay	PB-3 Rs.15,600-39,100/- + Grade Pay of Rs. 5,400/-. (Revised: Level-10 in the pay matrix : (Rs.56100-177500)
d	DA, HRA & other allowances	As admissible under the Central Government Orders from time to time.
e	Deputation (Duty) Allowance	As admissible under the Central Government Orders from time to time.
f	Method of Recruitment	<b>By Deputation (including short-term contract)</b>
g	Eligibility Criteria	<b>Deputation (including short-term contract):</b> Officers under the Central / State Governments / Semi-Governments / Public Sector Undertakings / Statutory Organisations / Local / Autonomous bodies:  (a) (i) holding analogous posts on regular basis; (or) (ii) with two years' regular service in posts in the pay band 2 of Rs. 9300-34800/- plus Grade Pay of Rs. 4800/-(Revised: Level-8 in the pay matrix) or

		<p>(iii) with three years' regular service in posts in the Pay Band 2 of Rs. 9300-34800/- plus Grade Pay of Rs. 4600/-(Revised Level-7 in the pay matrix); and</p> <p>(b)possessing the following qualifications and experience:</p> <p><b>Essential:</b></p> <p>(i)a degree in Veterinary Science and Animal Husbandry of a recognised University/ institute with registration in Veterinary Council of India or State Veterinary council; and</p> <p>(ii) three years' experience in treatment and care of horses including hot and cold shoeing.</p> <p><b>Desirable:</b></p> <p>Teaching experience in stable management.</p> <p><b>Note 1:</b> Period of deputation including short term contract (ISTC) including period of deputation (ISTC) 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 shall be not exceeding 56 years as on the closing date for the receipt of application.</p> <p><b>Note 2:</b></p> <p>For the purpose of appointment on deputation basis, the service rendered on a regular basis by an officer prior to 1<sup>st</sup> January, 2006 (The date from which the revised pay structure based on the Sixth Central Pay Commission Recommendations has been extended) shall be deemed to be service rendered in the corresponding Grade Pay / Pay Scale extended based on the recommendations of the Pay Commission except where there has been merger of more than one pre-revised scale of pay into one Grade with a common Grade Pay / Pay scale, and where this benefit will extend only for the post(s) for which that Grade Pay/ Pay Scale is the normal replacement Grade without any upgradation.</p> <p><b>For Ex-Servicemen:</b></p> <p>The Armed Forces Personnel due to retire or who are to be transferred to reserve within a period of one year and having the requisite experience and qualifications prescribed as above, shall also be considered. Such persons would be given deputation terms upto the date on which they are due for release from the Armed Forces; thereafter they may be continued on re-employment (Re-employment up to the age of superannuation with reference to the civil posts)</p>
h	Nature of duties	<ol style="list-style-type: none"> <li>1. He will be overall incharge of Veterinary Hospital which includes daily routine health/ medical check-up of horses and all tasks related to the fitness of horses for Riding.</li> <li>2. He will be responsible regarding indenting medicines and maintenance of proper stocks; Food and other requirements for the horses and; condemnation and purchase of new horses.</li> <li>3. He will maintain all the records related to Veterinary Hospital like sickness and treatment of horses, History sheets of horses, stables etc.</li> <li>4. He will be responsible to Assistant Director (Outdoor) in all matters and carryout any other task assigned to him by the Director or any other officer supervising the Veterinary Officer.</li> </ol>

3. It is requested that the above post may kindly be circulated among all Departments / Institutions / Offices under your charge and also hosting the same on the website and the nominations of eligible officers along with, (a) their bio-data in the prescribed proforma duly attested as per format prescribed vide DoPT O.M No.A.B14017/28/2014/Estt.(RR) dated 02.07.2015 which are also available in this Academy website <http://www.svpnpa.gov.in/vacancies>. (b) Original or attested copies of Annual Confidential Reports (should be attested on each page with rubber stamp of the competent authority not below the rank of Under Secretary of Govt. of India or equivalent) for the last five years (from 2016-17 to 2020-21), (c) details of major and minor penalties for the last 10 years and (d) Certificate(s) of Integrity, Vigilance and Cadre Clearance, may please be forwarded to this Academy through proper channel at the earliest and in any case not later than two months from the date of publication of this notice in the Employment News.

4. The candidates who apply for the post will not be allowed to withdraw their candidature subsequently and the application received after the last date or application incomplete in any respect or those not accompanied by the documents/information as mentioned above will NOT be considered. The Cadre Authorities may ascertain that the particulars sent by the officers are correct as per their service records. All copies of certificates/documents enclosed with the application should be attested by an officer not below the rank of Under Secretary to the Govt. of India or equivalent.

Yours faithfully,



(Dr. K.P.A. Ilyas)

Assistant Director (Estt)

Encl: Proforma for deputation.



**Copy for favour of information to:**

1. The Secretary to the Government of India, Ministry of Home Affairs, North Block, New Delhi – 110 001.
2. The Secretary, Union Public Service Commission, Dholpur House, Shahjahan Road, New Delhi – 110 069.

Internal Copy to:

AD(IT), SVPNPA : for information with the request for uploading the advertisement in the website of the Academy.

**BIO –DATA/ CURRICULUM VITAE PROFORMA[Veterinary Officer]**

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.
9.1 Note: 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.			
9.2 Note: Information under Column 9(c) & (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.			
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).</p>		
<p>#( 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 AC Rs 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 2016-17 to 2020-21) along with Integrity, Vigilance Certificate and details of Major/Minor penalty for the last 10 years should be enclosed.**