

**NATIONAL INVESTIGATION AGENCY**  
**MINISTRY OF HOME AFFAIRS,**  
**GOVERNMENT OF INDIA**  
**OPPOSITE CGO COMPLEX**  
**LODHI ROAD, NEW DELHI**

No.E-227/001/Depu-Abso/Addl.SP/NIA/2020/13898 Dated- 14 Dec 2020

To

1. All Ministries/Departments of Government of India.
2. The Chief Secretaries to the Government of all States/UTs.
3. The Directors General of Police of all States/UTs.
4. The Directors General of BSF, CRPF, CISF, SSB, ITBP, RPF, Assam Rifles.
5. The Director of CBI & IB.
6. The Joint Secretary (Pers), Cabinet Secretariat.
7. The Chairman of CBTD.

**Subject:- Inviting nomination for the post of Additional Superintendent of Police (Addl SP) in NIA on deputation/absorption basis.**

Sir,

Nominations are invited for the posts of Additional Superintendent of Police (Addl SP) on deputation/absorption basis in National Investigation Agency (NIA). Details of the post and vacancies are as under:-

Post with pay scale	Vacancy	Proposed place of posting depending on vacancies
Additional Superintendent of Police (Addl SP)  Pay scale - Pay Matrix Level - 11 (Rs 67,700 - 2,08,700)  (Pre-revised Pay Band-3 (Rs 15,600-39,100/-) with Grade Pay Rs 6600/-)	<b>02 posts</b> for deputation/Absorption** basis  <b>and</b> <b>02 posts</b> for deputation basis only.	Delhi, Lucknow, Guwahati, Kolkata, Mumbai, Hyderabad Kochi, Jammu, Raipur, Chandigarh, Chennai, Ranchi & Imphal

\*\*Absorption will be considered only after induction on deputation basis and the appointing authority has satisfied itself about the skill performance.

2. The eligibility criteria (educational qualification, experience, etc.) are furnished in the enclosed **Annexure-I (Available in NIA website [www.nia.gov.in/recruitment-notice.htm](http://www.nia.gov.in/recruitment-notice.htm))**. The candidates who apply for the post will not be allowed to withdraw their candidature subsequently.

3. It is requested that the above advertisement may kindly be circulated among all Departments/Institutions/Offices under your charge and also hosted on their websites. The nominations of eligible officers alongwith following documents should reach to **the SP(Adm), NIA HQ, Opposite CGO Complex, Lodhi Road, New Delhi 110003 through proper channel within 02 months from the date of publication of this item in 'Employment News'**.

Contd..02/-

- (a) Bio-data in prescribed proforma (**Annexure-II**) (**Available in NIA website [www.nia.gov.in/recruitment-notice.htm](http://www.nia.gov.in/recruitment-notice.htm)**) duly countersigned by the competent authority.
- (b) Photocopies of APAR dossier from the year 2014-15 to 2018-19 duly attested (it may be ensured that the same are attested on each page with rubber stamp by an officer not below the rank of Under Secretary to the Government of India).
- (c) Vigilance Clearance Certificate and Integrity Certificate issued by the respective department.
- (d) The details of major/minor penalties imposed on the officer during the last 10 years.

4. Applications received after the last date, or application of incomplete in any respect or those not accompanied by the documents/ information as per Para 3 above will not be considered. The Cadre Authorities may ascertain that the particulars sent by the officers are correct as per the records.

5. The eligibility criteria and application form as well as Recruitment Rules are also available on NIA website **[www.nia.gov.in/recruitment-notice.htm](http://www.nia.gov.in/recruitment-notice.htm)**.

Yours sincerely

Encl:- Annexure I & II



**(N K Tyagi)**

Superintendent of Police (Adm)  
NIA Hqrs, New Delhi  
011-24368801 (Fax)  
e-mail : [naveentyagi.nia@gov.in](mailto:naveentyagi.nia@gov.in)

Copy forwarded for information and needful action to (through e-mail only):-

- (i) Sr PS to IG(I&O), IG(Admin), IG(Inv-I) & IG(Inv-II), NIA Hqrs, New Delhi.
- (ii) The SP (IT), NIA Hqrs, New Delhi for uploading the matter on NIA website.
- (iii) NIA Branch Offices, Lucknow, Guwahati, Kolkata, Hyderabad, Mumbai, Kochi, Jammu, Raipur, Chandigarh, Ranchi, Chennai and Imphal – for information and wide publicity.

**ELIGIBILITY CRITERIA FOR DEPUTATION/ABSORPTION TO NIA AS  
ADDITIONAL SUPERINTENDENT OF POLICE**

1	Name of the Post	Additional Superintendent of Police (Addl SP)
2	Nos of Posts	02* Post for deputation/Absorption** basis and 02 posts only deputation basis. (*subject to variation depending on vacancies)  <b>**Absorption will be considered only after induction on deputation basis and the appointing authority has satisfied itself about the skill performance.</b>
3	Classification of the post	General Central Service Group 'A', Gazetted, Non-Ministerial
4	Scale of pay	Pay Matrix Level – 11 (Rs 67,700 – 2,08,700)  (Pre-revised PB-3 (Rs 15,600-39,100/-) with Grade Pay Rs 6600/-)
5	DA, HRA, TPT & Other allowances	As admissible under the Central Government orders from time to time.
6	Special Security Allowance	20% of basic pay.
7	Eligibility Criteria for deputation to the NIA	(a) Officers of the Central Government or the State Government or the Union Territories:-  (i) Holding analogous posts on regular basis in the parent cadre or department: or  (ii) with 5 years' service in the grade rendered after appointment thereto on regular basis in posts in the PB-3 (Rs 15,600-39,100) with GP Rs 5400 or equivalent in the parent cadre/department: and  (b) Possessing the following educational qualifications and experiences:-  (i) Bachelor's degree in any discipline from a recognized university: and  (ii) 5 years' experience in handling of cases of investigation of criminal cases, or intelligence work including counter terrorism operations or imparting training in counter terrorism.

		<p><b>Note 1:-</b> The departmental officers in the feeder category who are in the direct line of promotion will not be eligible for consideration for appointment on deputation. Similarly, deputationists shall not be eligible for consideration for appointment by promotion.</p> <p><b>Note 2:-</b> Period of deputation, including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organization or department of the Central Government shall ordinarily not to exceed 03 years.</p> <p><b>Note 3:-</b> The maximum age limit for appointment by deputation shall be not exceeding 56 years as on the closing date of receipt of applications.</p> <p><b>Note 4:-</b> For the purpose of appointment on deputation / absorption basis, the service rendered on a regular basis by an officer prior to 1<sup>st</sup> January 2006 or the date from which the revised pay structure based on the 6<sup>th</sup> Central Pay Commission recommendation has been extended shall be deemed to be service rendered in the corresponding grade pay or 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 or pay scale, and where this benefit will extend only for the post for which that grade pay or pay scale is the normal replacement grade without any upgradation.</p>
8	Nature of duties	<ul style="list-style-type: none"> <li>➤ The Addl SP shall be responsible for carry out day to day investigation of related cases/ P.E assigned to him/her. S/he will be responsible to collect intelligence related to cases within his/her area of responsibility.</li> <li>➤ S/he shall be required to move across the country for investigation of the cases/ P.E. and to collect intelligence.</li> <li>➤ S/he shall be required to carry out operations related to NIA cases as and when required.</li> <li>➤ S/he shall prepare different report i.e. progress reports, final reports, investigation reports and charge sheet from time to time and submission of the same to supervisory officers.</li> </ul>

		<ul style="list-style-type: none"><li>➤ S/he shall ensure collection of IRs of terrorists involved in various incidents in his/her jurisdiction and also interview the terrorists lodged in various jails to elicit further information.</li><li>➤ S/he shall monitor all national security related developments and activities of extremists/militants groups/fundamentalist outfits/left wing extremists within his/her jurisdiction as per orders.</li><li>➤ S/he shall interrogate or get interrogated all terrorists/LWE/fundamentalist pertaining to his/her jurisdiction and prepare dossiers on them as per requirements.</li><li>➤ S/he shall prepare up to date notes on various militants' outfits giving background, ideology, incidents, area of influence, modus operandi, cadre strength, weapon holding, supporters, sympathizers etc. as per requirement of the organisations.</li><li>➤ S/he shall visit the various states in his/her area of responsibility and liaise with state ATS and security agencies to establish a good working relationship with them.</li><li>➤ S/he shall raise sources and develop well placed contacts in his/her jurisdiction for collecting intelligence as per the task assigned by the organisation.</li><li>➤ S/he shall put up a monthly update on the activities of extremists and fundamentalist outfits in his/her area of responsibility as well as on important scheduled offences.</li><li>➤ S/he shall also make efforts to collect intelligence relating to cases being investigated by the NIA. Besides having overall awareness of the Security situation obtaining in the country and activities of various militant/fundamentalist outfits, each ASP will try to develop domain knowledge in areas relating to which cases are being investigated by him/her.</li><li>➤ To pursue the cases in the courts after finalization of the charge sheet till its completion. All important witnesses and important bail applications must be attended by the officer.</li><li>➤ To ensure that all the interrogation reports of the accused in their cases are submitted to all concerned including digitalization.</li></ul>
--	--	---

		<p>➤ Safety and security of property in the Malkhana in their respective cases and production in the Court as and when required.</p> <p>➤ S/he shall perform any other duties as assigned to him/her from time by his/her supervisory officer.</p>
9	Deputation	The other terms and conditions of deputation will be governed as laid down in the Govt. of India, DoP&T OM No. 6/08/2009-Estt(PAY-II) dated 17.06.2010 as amended from time to time.

  
 (N.K Tyagi)

Superintendent of Police (Adm)  
 NIA Hqrs, New Delhi  
 011-24368801 (Fax)  
 e-mail : [naveentyagi.nia@gov.in](mailto:naveentyagi.nia@gov.in)

**CURRICULUM VITAE PRO FORMA****FOR THE POST OF ADDITIONAL SUPDT OF POLICE**

1	Name and Address (in block letter) <i>With Contact No.</i>																			
2	Date of Birth (in Christian era)																			
3	Date of retirement under Central/State Government rules																			
4	Education Qualification																			
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)																			
	<table border="1"> <thead> <tr> <th></th> <th>Qualifications/ Experience required</th> <th>Qualifications/ Experience possessed by the officer</th> </tr> </thead> <tbody> <tr> <td>Essential</td> <td></td> <td></td> </tr> <tr> <td>Desired</td> <td></td> <td></td> </tr> </tbody> </table>			Qualifications/ Experience required	Qualifications/ Experience possessed by the officer	Essential			Desired											
	Qualifications/ Experience required	Qualifications/ Experience possessed by the officer																		
Essential																				
Desired																				
6	Please state clearly whether in the light of entries made by you above, you meet the requirement of the post																			
7	Details of Employment, in chronological order. Enclose a separate sheet, duly authenticated by your signature, if the space below is insufficient																			
	<table border="1"> <thead> <tr> <th>Office/ Institution</th> <th>Post held</th> <th>From</th> <th>To</th> <th>Scale of pay and basic pay</th> <th>Nature of duties (in detail)</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>		Office/ Institution	Post held	From	To	Scale of pay and basic pay	Nature of duties (in detail)												
Office/ Institution	Post held	From	To	Scale of pay and basic pay	Nature of duties (in detail)															
8	Nature of present employment, i.e. ad hoc 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 you belong	
10	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	
11	Please state whether you are working in the same Department and are in the feeder grade or feeder to feeder grade	
12	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	
13	Total emoluments per month now drawn	
14	Additional information, if any, which you would like to mention in support of your suitability for the post (This among other things may provide information which 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).	
15	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)	
16	Whether belongs to SC/ST	
17	Remarks (The candidates may indicate information with regard to (i) Research publications and reports and special projects (ii) Awards/Scholarship/Officials Appreciation (iii) Affiliation with the professional bodies/ institution/ societies and (iv) any other information. (Note - Enclose a separate sheet if the space is insufficient)	

I have carefully gone through the vacancy circular / advertisement and I am well aware that the Curriculum Vitae duly supported by documents submitted by me will also be assessed by the Selection Committee at the time of selection for the post.

Signature of the Candidate  
Address  
Contact No

Date:-

Countersigned

(Employer with Seal)

**Certificate to be given by the Head of the Office of the Applicant**

- I. Certified that particulars furnished by Shri/Smt/Km \_\_\_\_\_ have been verified from his/her record and found correct.
- II. No vigilance case is either pending/contemplated against Shri/Smt/Km \_\_\_\_\_. His/her integrity is certified.
- III. No major/minor penalties were imposed on Shri/Smt/Km \_\_\_\_\_ for the last 10 years as per records of the Ministry/Department.

Signature of the Head of Office with Seal

