

National Green Tribunal  
Ministry of Environment & Forest  
Van Vigyan Bhawan  
Sector V, R K Puram, New Delhi

No. NGT (PB) 59/RR/2013 /629

To,

22<sup>nd</sup> April, 2013

The Joint Secretary (PL)  
Ministry of Environment and Forests  
Paryavama Bhawan, CGO Complex, New Delhi

Subject: Filling up of posts in National Green Tribunal on deputation basis.

Sir,

I am directed to say that applications are invited from eligible and suitable officials for appointment to the following posts in the National Green Tribunal, Principal Bench at New Delhi and Zonal Benches at Bhopal, Chennai, Pune and Kolkata on deputation basis.

S. N.	Name of the Post	Age limit	Education and other Qualification
1.	Private Secretary- 21 posts in PB-2 Rs.9300-34800(GP-4800)	Not applicable. As the method of recruitment is either by deputation or promotion.	In case of Deputation : Officers possessing Bachelor's degree from a recognized University holding - (v) Analogous posts on regular basis in Central Governments / Courts / Tribunals, or (vi) Post of Court Master / Stenographer Grade 'C' with at least two years regular service in the grade of PB-2; GP-Rs.4600 (Rs.9300-34800) [pre-revised 6500-200-10500] and possessing a speed of 100 words per minute in shorthand and 40 words per minute in type writing (English) in Central / State Governments / Courts / Tribunals. <u>Essential</u> : Computer Training Course of at least 6 months' duration from a recognized institution. <u>Desirable</u> : Degree in Law.
2.	P.A. (Stenographer Grade-C) / Court Master- 20 posts in PB-2 Rs.9300-34800 (GP-4200)	21-30 Years	<u>Essential</u> - Bachelor's Degree from any recognized university. <u>Desirable</u> : Degree in Law from a recognized University. 2) Skill test Norms : <u>Dictation</u> : 10 mts @ 80 w.p.m. <u>Transcription</u> : 65 mts (Eng.); 75 mts (Hindi) (On manual typewriter); or 50 mts (Eng.); 65 mts (Hindi) (on computer). 3) Computer Training Course of at least 6 months duration from a recognized institution.

- Notes:- 1. Number of vacancies is likely to vary.  
2. The pay of the officer selected for appointment on deputation basis will be regulated in terms of DOPT's OM No. 6/8/2009-Estt. (Pay-II) dated 17.06.2010, as amended from time to time  
3. Upper age limit for the post of PA (Stenographer Gr.C) / Court Master and Stenographer Gr.D is relaxable for Government servant upto 40 years in accordance with instructions or orders issued by the Central Government.  
4. The crucial date for determining the age limit shall be closing date for receipt of applications.

2. The details of these posts, eligibility conditions etc. are available on the website of National Green Tribunal ([www.greentribunal.in](http://www.greentribunal.in)) and Ministry of Environment & Forests' website ([www.moef.nic.in/www.envfor.nic.in](http://www.moef.nic.in/www.envfor.nic.in)).

3. Applications of only such officials / candidates will be considered as are routed through proper channel and are accompanied by (i) Photocopies of ACRs for the last five years attested on each page by an officer not below the rank of Under Secretary to the Government of India level, (ii) Vigilance Clearance Certificate, (iii) Integrity Certificate, (iv) No penalty Certificate and a statement giving details of major/minor penalties imposed on the officer, if any, during the last 5 years. It may also be verified and certified that the particulars furnished by the officers are correct.

4. It is, therefore, requested that the applications of suitable and eligible officers and who can be spared immediately in the event of selection may be sent directly to the National Green Tribunal, Van Vigyan Bhawan, Sector V, R.K. Puram, New Delhi-110022 by 6<sup>th</sup> May, 2013.

5. Advance copies of applications or received after the prescribed closing date or not accompanied with the required certificates/documents are liable to be rejected.

6. The posts may kindly be given wide publicity in Departments/Organizations of your Ministry and other Ministries of the Government of India. The Advertisement may also be uploaded on the Ministry of Environment & Forests website.

7. It may also be forwarded to Director (Admn.), MoEF for circulation among all its officers.

Yours faithfully,

(Dr. Archana Sinha)  
Registrar, NGT  
22/4/13

Dy. No. L...../JS(SS)/13  
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OM (NGT)

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