

F.No.4/22/2007-Ad.ED
Government of India
Ministry of Finance
Department of Revenue

New Delhi dated the 20th January, 2009

OFFICE MEMORANDUM

FILLING UP OF THE POSTS OF ASSISTANT LEGAL ADVISER IN THE ENFORCEMENT DIRECTORATE ON DEPUTATION BASIS.

Applications are invited from eligible officers for vacant posts of Assistant Legal Adviser in the pay scale of Rs. 10,000-325-15,200 (pre-revised) to be filled by deputation/transfer in the Zonal Offices of Enforcement Directorate at Delhi, Mumbai, Kolkata, Ahmedabad, Bangalore Chandigarh, Hyderabad, Lucknow, Chennai and Cochin (10 Zonal offices) under the Ministry of Finance, Department of Revenue.

2. In terms of the Recruitment Rules, the following categories of officers are eligible: Officers under the Central Government or the State Governments –

a) (i) holding analogous posts or posts of Public Prosecutor with 8 years regular service in the grade; or

(ii) with 5 years regular service in the posts in the scale of Rs. 8,000-13,500 or equivalent; or

(iii) with 8 years regular service in the posts in the scale of Rs. 6500-10,500 (pre-revised) or equivalent; and

b) Possessing the following qualifications and experience:-

(I) (i) Degree in Law of a recognized University or equivalent.

(ii) 7 years experience as member of a State Judicial Service or in a superior post in the legal Department of a State Govt.

Or

7 years experience in legal affairs in a Central Government organization.

Or

7 years experience as a qualified legal practitioner or a teacher of law

Or

Master's degree in law of a recognized University or equivalent and
With 5 years experience as a qualified legal practitioner or in teaching or research in law, in the law faculty of a University

Note 1: Qualifications are relaxable at the discretion of the UPSC in case of Candidates otherwise well qualified.

Note 2: Any period during which a person has been a legal practitioner or has held a teaching post in the law faculty of a recognized University shall be included in computing the period during which a person has held any office in the State Judicial Service or the law Department of a State or under the Central Government.

Note 3: Any period during which a person has held any office in the State Judicial Service or has held a superior post in the Law Department of a State or Central Government or has held a teaching post in the law Faculty of a recognized University shall be included in computing the period during which period he has been a legal practitioner.

3. 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 the Central Government or State Government shall ordinarily not to exceed three years.

4. The Assistant Legal Advisers in the Enforcement Directorate are required to offer legal opinion in respect of cases being investigated on points of law regarding violation of FERA/FEMA/PMLA; to process cases for filing prosecution against FERA/FEMA offenders; to advice Zonal/sub-zonal offices of the Directorates on legal matters when called upon to do so, to represent and present cases on behalf of the Directorate before FERA/FEMA Board; to supervise writ and appeal cases in the High Court and to prepare comments and para-wise brief in consultation with Government Counsels; and to review adjudication orders of Assistant Directors/Deputy Director. Assistant Legal Adviser is also required to perform such duties/functions falling under the Prevention of Money-Laundering Act, 2002.

5. The pay and allowances and the terms and conditions will be regulated in accordance with the Department of Personnel & Training's OM no. 2/29/91/Est. (Pay-II), dated 5.1.1994, as amended from time to time.

6. The Cadre Controlling Authorities are requested to forward applications of eligible and willing officers in the enclosed proforma so as to reach the undersigned, Room no. 55, Ministry of Finance, Department of Revenue, North Block, New Delhi 110001 within 45 days from the date of issue of this circular. While forwarding the applications, the Cadre Controlling Authorities may please verify that the particulars furnished by the applicant are correct and that no disciplinary case is either pending or contemplated against him. Accordingly, the following documents should be sent by the Cadre Controlling Authority along with the application:

- i) Two copies of bio –data
- ii) complete and up-to-date C.R.dossiers for last five years upto 2006-07 or attested photocopy thereof.
- iii) Vigilance Certificate/Clearance
- iv) Integrity Certificate/clearance
- v) Cadre Clearance
- vi) a Statement of major/minor penalties, if any, imposed upon the officer during the last 10 years.

7. Incomplete applications or applications not received through proper channel will not be entertained and will be rejected.

8. The candidates will not be allowed to withdraw their candidature subsequently on any ground.

9. The Curriculum Vitae(CV) duly supported by documents will be assessed by the Selection Committee while selecting candidates for appointment to posts on deputation/absorption basis.

(PRAMOD KUMAR)
Under Secretary to the Govt. of India
Tel.No. 2309 5377

To

1. All Ministries/Departments of Government of India with the request that this circular may be circulated among their attached /subordinate offices.
2. Chief Secretaries of all State Govts./UT Administrations.
3. The Director , NIC with the request that this vacancy circular may be hosted on the official web site i.e ([www.finmin.nic in](http://www.finmin.nic.in))
Department of Revenue.

(PRAMOD KUMAR)
Under Secretary to the Govt. of India

CURRICULUM VITAE PROFORMA

1. Name and Address :
(in Block Letters)

2. Date of Birth :
(in Christian era)

3. 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).

	<u>Qualifications/ Experience required</u>	<u>Qualifications/ Experience possessed by the officer</u>
Essential	(1) (2) (3)	
Desired	(1) (2)	

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

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 Govt. :

(b) State Government :

(c) Autonomous Organisation :

(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 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).
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 Organisations 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/Official Appreciation (iii) Affiliation with the professional bodies/institutions/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 _____

Date _____

Countersigned

(Employer with Seal)