

**F.No. II/4(3)/2019-Estt. - 7/8**  
**Government of India**  
**Ministry of Home Affairs**  
**Narcotics Control Bureau**

**West Block No.1, Wing No.5,**  
**R.K.Puram, New Delhi-110 066**  
**Dated: / 04-2019**

**Sub: Filling up the post of Intelligence Officers in Narcotics Control Bureau  
under Ministry of Home Affairs on Deputation Basis**

Narcotics Control Bureau, Ministry of Home Affairs, intends to fill up **41 (forty one)** existing/anticipated vacancies in the grade of Intelligence Officer on deputation basis in the NCB Zones and Sub Zones located at Delhi, Chandigarh, Jodhpur, Lucknow, Dehradun, Mumbai, Bangalore, Chennai, Goa, Hyderabad, Kolkata, Patna, Imphal & Ranchi.

2. The number of vacancies are subject to increase or decrease. **However, applicants, if selected, are liable to serve anywhere in India.**

3. Application (Curriculum Vitae) in the enclosed format of willing and eligible officers whose services can be spared, without delay, in the event of their selection may be forwarded through proper channel along with (i) copies of APARs for the last 5 years duly attested (with stamp) on each page by an officer not below the rank of Under Secretary to the Government of India or equivalent, (ii) Integrity Certificate (iii) vigilance clearance certificate as per proforma enclosed & (iv) major/minor penalty statement for the last 10 years and Cadre clearance certificate incorporating that "in the event of his/her selection, he/she will be relieved to join NCB on deputation basis" so as to reach the Deputy Director General (HQ), Narcotics Control Bureau, West Block No.1, Wing No.5, R.K.Puram, New Delhi-110066, within **60** days from the date of issue of this circular. Eligibility conditions are as under:-

Intelligence Officer – Level-7 of Pay Matrix as per 7<sup>th</sup> CPC [Rs.9300-34800 + Grade Pay Rs.4600(pre-revised)] (Group-'B' Non-Gazetted, Non- Ministerial)

**Deputation :-**

Officers of the Central/State Government/Union Territories. (Central Armed Police Forces, Central/State Police, State Forest Deptt., Customs, Central Excise, CBI, DRI, Enforcement Directorate, Income Tax and Central Bureau of Narcotics) :

- (a) (i) Holding analogous posts on regular basis in the parent cadre or department ; or
- (ii) With five years regular service in Level-6 in the Pay Matrix in the parent cadre or department.
- (b) Possessing the following Educations and experience :-
  - (i) Bachelor's degree from a recognized University/Institute and
  - (ii) Three years experience in enforcement of regulatory laws and collection in intelligence thereto (Essential ).

‘Say ‘No’ to Drugs ‘Yes’ to Life ड्रग्स को ‘ना’ जीवन को ‘हाँ’

**Desirable :** One year's experience in investigation of criminal offences or economic offences.

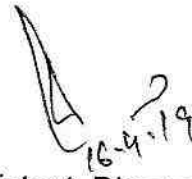
**Job Description/Duties:**

- Enforcement of Narcotic Drugs & Psychotropic Substances Act, 1985.
- Collection & development of Intelligence, Investigation, search, seizure and arrest (including financial investigation);
- Initiating trial in courts.
- Initiating action under PITNDPS Act.
- Attending trial in courts.
- Identification and destruction of illicit opium and cannabis cultivation;
- Demand Reduction activities
- Training of officers/personnel of other drug law enforcement agencies
- Coordination with other drug law enforcement agencies
- Any other duties as assigned/allocated by Superior Officers.

**4. Term of deputation :** The terms of the deputation will be governed in accordance with the Department of Personnel & Training's OM No.6/8/2009-Estt.(Pay II) dated 17.6.2010, OM No.2/6/2016-Estt.(Pay-II) dated 17.02.2016 and MHA, Police-II Division Policy Guidelines No.I-20122/03/2016-Pers.II dated 22<sup>nd</sup> Nov'2016, as amended from time to time.

**5. Period of Deputation :** Ordinarily not exceeding three years including period of deputation in another ex-cadre post immediately preceding the appointment, extendable upto 07 years subject to suitability and performance, as per DoP&T& MHA guidelines issued from time to time. No further extension will be granted in any case.

**6. Age-limit:** Not more than 56 years of age on the closing date of receipt of application.

  
Assistant Director (Admn)

**Distribution:-**

1. All Ministries/Departments of Government of India.
2. Deputy Secretary (Security) to the Govt. of India, Ministry of Home Affairs, IS-II Division, NCB Section, Major Dhyam Chand Stadium, near India Gate, New Delhi.
3. Member (P&V), CBEC, North Block, New Delhi.
4. Member (P&V), CBDT, North Block, New Delhi.
5. Director, IB, MHA, North Block, New Delhi.
6. Director, CBI, North Block, New Delhi.
7. Commissioner of Delhi Police, IP Estate, ITO, New Delhi
8. DG, CRPF, CGO Complex, New Delhi.

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9. DG, BSF, CGO Complex, New Delhi.
10. DG, CISF, CGO Complex, New Delhi.
11. DG, ITBP, CGO Complex, New Delhi.
12. DG, Railway Protection Force, Rail Bhawan, New Delhi-1.
13. DG, SSB, East Block-V, R K Puram, New Delhi.
14. DG, Coast Guard Headquarters, National Stadium Complex, New Delhi
15. Cabinet Secretariat, Rashtrapati Bhavan, New Delhi
16. DG, DRI, I.P.Estate, New Delhi.
17. All States DGsP
18. All Commissioners, Customs & Central Excise
19. Director, Directorate of Enforcement, Ministry of Finance, Lok Nayak Bhawan, New Delhi.
20. Director, National Crime Records Bureau, East Block-7, R. K. Puram, New Delhi.
21. Deputy Director General (Admn.), Central Economic Intelligence Bureau, 6<sup>th</sup> Floor, Janpath Bhawan, New Delhi.
22. Narcotics Commissioner, Central Bureau of Narcotics, 19, The Mall, Morar, Gwalior.
23. The IGP, Andaman & Nicobar Police, Port Blair, Chandigarh, Lakshadweep, Daman & Diu.
24. DS(UT), Ministry of Home Affairs, North Block, New Delhi.
25. Office of JS(T) & CAO, Ministry of Defence, E-Block, New Delhi-110011.
26. I/C Computer Cell, NCB HQ, New Delhi- for uploading circular on NCB website.
27. Guard file/file

## Annexure-I

**BIO-DATA/ CURRICULUM VITAE PROFORMA**

[ APPLICATION FOR THE POST OF INTELLIGENCE OFFICER IN NARCOTICS  
CONTROL BUREAU (NCB) ON DEPUTATION BASIS ]

1.	Name and Address (in Block Letters)					
2.	Date of Birth (in Christian era)					
3.	i) Date of entry into service					
	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>					
	A) Qualification					A) Qualification
	B) Experience					B) Experience
	<b>Desirable</b>					
	A) Qualification					A) Qualification
	B) Experience					B) Experience
	<p>5.1 Note : This 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.</p> <p>5.2 In the case of Degree and Post Graduate Qualifications Elective/main subjects and subsidiary subjects may be indicated by the candidate.</p>					
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 possessed by the Candidate (as indicated 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 detail) highlighting experience required for the post applied for

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