



North Eastern Police Academy / उत्तर पूर्वीय पुलिस अकादमी  
Government of India / भारत सरकार  
Ministry of Home Affairs / गृह मंत्रालय  
Umsaw / उमसाव, Meghalaya / मेघालय , 793 123  
TELE - FAX : 0364 2572028 Email : nepa-meg@nic.in  
Website : www.nepa.gov.in

No. NEPA/Estt/Adv.-Proposal/2021/Vol-II/ 2582-96 Dated Umsaw, the 01/06/2022.

To

1. The Director General,  
BSF, Block 10, CGO Complex, Lodhi Road, New Delhi-110003.
2. The Director General,  
CRPF, Block No. 1, C.G.O. Complex, Lodhi Road, New Delhi-110 003.
3. The Director General,  
ITBP, Block No. 2, CGO Complex, Lodhi Road, New Delhi 110 003.
4. The Director General,  
SSB, East Block – V, R K Puram, New Delhi 110 066.
5. The Director General,  
HQ, Assam Rifles, Laitkor, Shillong, Meghalaya – 793002.
6. The Director General,  
RPF, Ministry of Railways, Rail Bhawan, Raisina Road, New Delhi-110001.
7. The Directors General of Police, Andhra Pradesh, Vijayawada/Arunachal Pradesh, Itanagar/Assam Guwahati/Bihar, Patna/Chhattisgarh, Raipur/Goa, Panaji/Gujarat, Gandhinagar/Haryana, Panchkula/Himachal Pradesh, Shimla/Jharkhand, Ranchi/Jammu and Kashmir, Srinagar/Karnataka, Bengaluru/Kerala Thiruvananthapuram/Madhya Pradesh Bhopal/Maharashtra, Mumbai/Manipur, Imphal/Meghalaya, Shillong/Mizoram Aizawl/Nagaland Kohima/Odisha, Cuttack/Punjab, Chandigarh/Rajasthan, Jaipur/Sikkim, Gangtok/Tamil Nadu, Chennai/Telangana, Hyderabad/Tripura, Agartala/Uttar Pradesh, Lucknow/Uttarakhand, Dehradun/West Bengal, Kolkata/
8. The Police Chiefs, Andaman and Nicobar Islands, Port Blair/Chandigarh, Chandigarh/Dadra and Nagar Haveli and Daman and Diu, Daman/Delhi, New Delhi/Ladakh, Leh/Lakshadweep Kavaratti/Puducherry, Pondicherry
9. The Section Officer, PC Section, MHA, New Delhi - for uploading on MHA's website
10. The Computer Section, NEPA – for uploading on NEPA's website

**Sub: Inviting nominations for filling up the vacant posts in North Eastern Police Academy, Govt of India, P O Umsaw, Ri-Bhoi District, Meghalaya by deputation basis.**

Sir,

Nominations are invited for filling up the vacant posts in NEPA as per details below –

Sl No.	Name & Particulars of Post	Number of vacancies	Pay Level	The eligibility criteria (E.Q., Experience, etc)
1.	Superintendent (Office Superintendent) General Central Service, Group - "B" Non-Gazetted, Ministerial	1	Level-6	Annexure - 1
2.	Swimming Coach General Central Service, Group- "B" Non-Gazetted, Non-Ministerial	1	Level-6	Annexure - 2

*[Signature]*  
1/6/22



2. It is requested that the above posts may kindly be circulated among all Departments / Institutions / Offices / Branches / Battalions under your charge and also requested to host on your website. The candidates who apply for the post will not be allowed to withdraw their candidature subsequently.

3. The nominations of eligible officers along with, (a) their bio-data in the prescribed proforma (**Annexure - 3**) duly attested / counter signed, (b) **Attested copies of APAR / ACR** for the last five years (2016-17, 2017-18, 2018-19, 2019-20 and 2020-21), (c) details of major and minor penalties, if any, for the last 10 years and (d) Certificate(s) of Integrity, Vigilance and Cadre Clearance as mentioned in bio-data proforma may please be forwarded to this Academy **through proper channel** at the earliest and in any case not later than 60 days from the date of issue of this letter.

4. Incomplete application in any respect or those not accompanied by the documents / information mentioned in para 3 above **will not be considered**. The cadre controlling authorities may ascertain that the particulars sent by the officers are correct as per the service records. While forwarding the nominations for the above posts, it may kindly be ensured that the nominated officers **should not be in the pay scale higher than the pay scale of the deputation post** mentioned against each. However, selected personnel may elect to draw either the pay in the scale of pay of deputation post or his basic pay in the parent cadre as per rule.

Yours faithfully,

*Gogoi*  
1/6/22

(Dr S Gogoi)  
CMO / HOO

Encl: Annexure 1 to 3.



**Annexure – 1**

1. Name of the Post : Superintendent (Office Superintendent)
2. Eligibility Criteria : (a) Officers of the Central / State Governments or Union Territory -
  - (i) Holding analogous post on regular basis; or
  - (ii) With five years' regular service in the scale of pay of PB-1 ₹5,200-20,200/- with Grade Pay of ₹2800/- (Level-5) or equivalent.
  - (iii) With ten years' regular service in the scale of pay of PB-1 ₹5,200-20,200/- with Grade Pay of ₹2400/- (Level-4) or equivalent; and(b) Possessing three years' experience in administration & establishment matters.
3. Method of recruitment : **By Transfer on Deputation**
4. Age limit : The maximum age limit for appointment by deputation shall not be exceeding fifty-six years, as on the closing date of receipt of application.
5. Deputation period : Period of deputation including the 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 or State Government or Union Territory shall ordinarily not exceed three years, which is extendable as per extant rules.
6. Pay & Allowances : (i) Special Duty Allowance @ 10%.  
(ii) Deputation Duty Allowance as admissible.  
(iii) Transport Allowance as per slab.  
(iv) Other allowances as admissible.
7. Facilities : Rent free accommodation, Medical assistance, Educational assistance, For welfare - CPC, Cooperative Store, Wet Canteen, Dairy, Library besides facilities of Swimming Pool, Gym, Sports etc.
8. Nature of Duties : The Superintendent is the in-charge of office establishment comprising various sections. In addition he/she will perform other duties as assigned by the higher authority from time to time.



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**Annexure – 2**

1. Name of the Post : Swimming Coach
2. Eligibility Criteria : Officers of the Central / State Governments or Union Territory -

Officers under the Central Government or State Governments or Union territory Administration or recognized research Institutions or Public Sector undertakings or Semi-Government or autonomous bodies or Statutory Organisations.

(a) (i) Holding analogous posts on regular basis in the parent cadre or department; or

(ii) With six years' service in the grade rendered after appointment thereto on regular basis in the grade in level 5 in the pay matrix or equivalent in the parent cadre or department; and

(b) Possessing the following educational qualifications and experience: -

**Essential:**

(i) Diploma in coaching from Sports Authority of India, Netaji Subhas National Institute of Sports or from any other recognized Indian or Foreign University; or

(ii) Participation in Asian Games or World Championship with certificate course in coaching; or

(iii) Qualification and participation in Olympic Games.

**Desirable:**

Bachelor's degree in physical education from a recognized university or institute.

3. Method of recruitment : By deputation (ISTC).

4. Age limit



The maximum age limit for appointment by deputation shall not be exceeding fifty-six years, as on the closing date of receipt of application.

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5. Deputation period : Period of deputation including the 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 or State Government or Union Territory shall ordinarily not exceed three years, which can be extendable upto five years.
6. Pay & Allowances : (i) Special Duty Allowance @ 10%.  
(ii) Deputation Duty Allowance as admissible.  
(iii) Transport Allowance as per slab.  
(iv) Other allowances as admissible.
7. Facilities : Rent free accommodation, Medical assistance, Educational assistance, For welfare - CPC, Cooperative Store, Wet Canteen, Dairy, Library besides facilities of Swimming Pool, Gym, Sports etc.
8. Nature of Duties : (i) Imparting theoretical as well as practical training to trainees, staff and children in swimming.  
(ii) Training the trainers, so that they can be developed as swimming coach.  
(iii) Ensuring safety/security of the swimmers so that they are safe.  
(iv) Ensuring that swimming pool is hygienically maintained.  
(v) Organizing swimming competitions.



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**BIO-DATA/CURRICULUM VITAE PROFORMA**

(For the post of \_\_\_\_\_)

1. Name of the Candidate :  
(In block Letters)
2. Date of Birth :  
(In Christian era)
3. Date of retirement under :  
Central / State Govt./UT 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)

	Qualification / Experience Required	Qualifications / Experience Possessed by the officer
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	Level in the pay matrix (Indicate & basic pay)	Nature of duties



*[Signature]*  
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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/ Organisation to which you belong:
10. Additional details about present employment :  
Please indicate whether working under (indicate the name of your employer against relevant column)
- (a) Central Govt. :
- (b) State Govt. :
- (c) 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 Transfer on Deputation / Transfer
16. Whether belongs to SC / ST :



*1/6/22*

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 information furnished in the Biodata / 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. 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**

**Station :**

**Contact Address** \_\_\_\_\_

**Date:**

**Mobile No.** \_\_\_\_\_

**Email ID** \_\_\_\_\_

**Certificate to be given by Employer / Cadre Controlling Authority of the Applicant**

1. Certified that particulars furnished by Shri / Smt. / Kum. \_\_\_\_\_ have been verified from his / her record and found correct. He / She possesses educational qualifications and experience mentioned in the vacancy circular. If selected, he / she will be relieved immediately.
2. No vigilance or disciplinary case is either pending or contemplated against Shri / Smt. / Kum. \_\_\_\_\_
3. His / her integrity is certified.
4. 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 as per records is enclosed.
5. Attested copies of APAR / ACR for the last five years (2016-17, 2017-18, 2018-19, 2019-20 and 2020-21 are enclosed.

**Signature of Employer / Cadre Controlling Authority**

**Office Seal**



*Signature*  
11/6/22