

File No. 01-01004/2/2025-O/o Establishment
National Commission for Protection of Child Rights
5th Floor, Chanderlok Building,
36/Janpath, New Delhi-110 001.

Dated: 23rd June, 2026

Office Memorandum

Subject: Filling up of the vacant posts in the National Commission for Protection of Child Rights, New Delhi by deputation on Foreign Service Terms - regarding.

The National Commission for Protection of Child Rights, a Statutory Body of the Ministry of Women and Child Development, New Delhi, invites applications from eligible and willing candidates for the following posts to be filled by deputation basis on Foreign Service Terms: -

1. Principal Private Secretary (04)
2. Assistant Director (01)
3. Hindi Translator (01)

2. The eligibility criteria and the prescribed proforma for application are enclosed at **Annexure - I & II respectively.**

3. The appointment, pay, deputation Duty Allowance and other terms and conditions of service will be regulated in accordance with the FRs/SRs and OM No. 6/8/2009-Estt. (Pay II) 17.06.2010 of the Ministry of Personnel & Training as amended from time to time. The initial tenure of deputation shall be for a period of 3 (three) years.

4. The application in the prescribed format, complete in all respects along with all requisite documents, viz., (i) Integrity certificate (ii) Vigilance clearance (iii) Attested copies of Annual Confidential Report (APAR) for the 5 (five) years duly forwarded by the concerned Cadre Controlling Authority, **must reach by 06.08.2026 by 5:30 P.M** to the Member Secretary, National Commission for Protection of Child Rights, 5th Floor, Chanderlok Building, 36 Janpath, New Delhi - 110 001. Applications received after due date/time will not be entertained under any circumstances.

5. The applications of officers/officials, who cannot be relieved immediately, need not be forwarded. Candidate once selected will not be allowed to withdraw his/her candidature later.

6. Applications received directly or advance copies will not be entertained

7. All Ministries/Departments/Attached Offices/ Subordinate Offices of the Central Government / Statutory & Autonomous Bodies of the Central Government/ State Governments / UT Administrations/Public Undertakings and Central Universities are requested to circulate this vacancy to their eligible and willing employees and forward the applications of eligible officers/officials to this Commission within the stipulated date/time mentioned above.


(K.P.J. Gerald)

Senior Consultant (Admn), NCPCR

Encl: As above.

Copy for information and necessary action with a request to kindly upload above vacancies in their respective website to:

1. All Ministries/ Departments: With request to circulate to all Central PSEs, Attached Offices, Subordinate Offices and Autonomous Institutions etc under their respective administrative control.

Contd. 2/-

1. Joint Secretary, (Admn), Ministry of Women and Child Development, A-Wing, Shastri Bhawan, New Delhi - **with the request to place the notice on website.**
2. Joint Secretary (Training) & CAO, Ministry of Defence, E-Block, Dalhousie Road, New Delhi - 110 001.
3. Joint Secretary (Establishment), Ministry of Defence, South Block, New Delhi -110 011.
4. Joint Secretary (CS)/Director (CS-I), Director (CS.II), Department of Personal & Training, Ministry of Personnel Public Grievances and Pension, Lok Nayak Bhawan, Khan Market, New Delhi-110003 - **with the request to place the notice on website of DOP&T.**
5. All Residents Commissioners of States/UT Administrations.
6. Consultant (IT) : with directions to upload the vacancy circular on the website of NCPCR at appropriate link.
7. Joint Secretary (Admn), Ministry of Women and Child Development, A-wing, Shastri Bhawan, New Delhi - with the request to place the notice on website.


23.6.2016
(K.P.J Gerald)
Senior Consultant (Admn), NCPCR

Annexure-I

File No. A-11014/06/2025-Admn
National Commission for Protection of Child Rights,
(A Statutory Body of Government of India)
5th Floor, Chanderlok Building, 36-Janpath,
New Delhi-110 001

Dated: 23rd June, 2026

Subject: Filling up of the vacant post in the National Commission for Protection of Child Rights, New Delhi by deputation on Foreign Service Terms - regarding.

The services of suitable officers are required in the National Commission for Protection of Child Rights (NCPCR), New Delhi, a Statutory Body under the administrative control of the Ministry of Women & Child Development, Govt. of India by deputation on "Foreign Service Terms" basis for the followings post/(s) as per the eligible criteria mentioned below:-

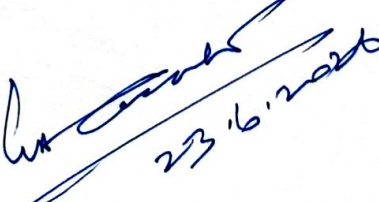
S. No	Name, No. of vacancies and Pay scale of the Post	Eligibility Criteria
1	Principal Private Secretary (04) PB- 3: (Rs. 15,600-39,100/- + GP: 6600/-) (Level 11 in the Pay Matrix as per the 7 th Pay Commission)	By deputation (on foreign service terms) basis from amongst : (a) Officers from Central or State Govts. (subject to the exemption from the rule of immediate absorption to be obtained from time to time) or Supreme Court or High Court or Central Universities or Recognized Research Institutions or Public Sector undertaking who are : (b) Officers holding analogous post on regular basis; or having five years of regular service as Private Secretary in the Pay scale of Rs. 9300 -34800 (PB: 3) with Grade Pay of Rs. 5400/-; or having six years of regular service as Private Secretary in the Pay scale of Rs. 9300-34800 with Grade Pay of Rs. 4800; Essential qualification: (b) Having a graduate degree in any discipline from a recognized university; and (c) *proficiency in working on computer. *(will be determined through an internal test conducted by National Commission for Protection of Child Rights).
2	Assistant Director (01) Revised: PB-2 (9300-34800/- +GP: 5400/-) (Level 9 in the Pay Matrix as per the 7 th Pay Commission)	By deputation (on foreign service terms) basis from amongst : (a) Officers from Central or State Govts. (subject to the exemption from the rule of immediate absorption to be obtained from time to time) Central Universities or Recognized Research Institutions or Public Sector undertaking or Central Autonomous Bodies who are : (b) Officers holding analogous post on regular basis; or having two years of regular service as a senior Research Assistant in the Pay scale of Rs. 9300-34800 with Grade Pay of Rs. 4800/-; or having three years of regular service as a Research Assistant or Senior Research Investigator in the Pay scale of Rs. 9300-34800 with Grade Pay of Rs. 4600; or having eight years of regular service as Research Investigator in the Pay scale of Rs. 9300-34800 with Grade Pay of Rs. 4200; Essential qualification: (c) Having a post graduate degree from a recognized university in social work or psychology or child development or sociology or law or political science or public administration. (d) having proficiency in computer.

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23.6.2026

3	<p>Hindi Translator (01)</p> <p>PB:2 (Rs. 9300-34800/- + GP: 4600)</p> <p>(Level 7 in the Pay Matrix as per the 7th Pay Commission)</p>	<p>By deputation (on foreign service terms) basis from amongst :</p> <p>(a) Officers from Central or State Govts. (subject to the exemption from the rule of immediate absorption to be obtained from time to time)/Central Universities/Recognized Research Institutions/ Autonomous Bodies/Public sector undertakings who are</p> <p>(a) Officers holding analogous post on regular basis; OR Having 5 years regular service as Junior Hindi Translator in the pay scale of Rs.9300-34800 with the Grade Pay of Rs. 4200/-.</p> <p>Essential qualification:</p> <p>(b) Having a Master's Degree in Hindi/English with English/Hindi as a compulsory/elective subject or, as a medium of examination at degree level.</p> <p>(b) Note: The translation proficiency will be determined through a skill test internally conducted by National Commission for Protection of Child Rights.</p>
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Note:-

1. The period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment in the same or other organization or departments of the Central Governments or State Government shall ordinarily not exceed 5 (five) years and will be subjected to the age of superannuation as determined by Government of India.
2. The upper age limit for deputation shall be 56 years, subject to the age of superannuation as prescribed by Government of India from time to time. The appointment of the selected candidates from Government service will be subject to the exemption from the rule of immediate absorption to be obtained from Department of Pension & Pensioners Welfare, Ministry of Personnel, Public Grievances & Pensions.
3. The terms and conditions of the service which are not explicitly provided in the Recruitment Rules of the NCPCR, should be governed by the relevant provisions of the FRSRs as well as the deputation rules/regulations/instructions issued by the Central Government.
4. Mere application would not entitle any candidate to claim for selection/Interview/ appointment. NCPCR has the right to reject any application without assigning any reason thereof.
5. Eligible and interested candidates may send their applications through their Cadre Controlling Authorities along with their bio-data in the prescribed proforma. Applications must be accompanied by Integrity Certificate, Vigilance Clearance, and attested copies of Annual Confidential Reports (ACRs) for the last five years.
6. Application of officials, who may be relieved immediately, in case of their selection, may be forwarded only. Candidates once selected will not be allowed to withdraw his/her candidature later.
7. All Central Government Ministries / Departments / State Governments / UT Administrations are requested to give wide publicity to this advertisement and circulate the same among the employees working under their administrative control.
8. The applications duly forwarded by the concerned Cadre Controlling Authorities **must reach by 06.08.2026 by 5:30 P.M** to The Member Secretary, National Commission for Protection of Child Rights, Govt. of India, 5th Floor, Chanderlok Building, 36, Janpath, New Delhi - 110 001. Application received after the due date will not be entertained.
9. **This office is eligible to General Pool Accommodation for its employees.**
10. Applications received directly or advance copies will not be entertained.


23.6.2026

Annexure- II

APPLICATION FOR THE POST OF _____ (ON DEPUTATION)

1. Name:
2. Father's/Husband's Name:
3. Date of Birth:
4. Sex:
5. Postal Address with telephone, Fax & e-mail:
 - (a) Office:
 - (b) Residence:
6. Date of entry in Govt. Service:
7. Date of superannuation as per existing rules:
8. Substantive post held in the Parent Deptt. on regular basis:
 - (a) Name/Status of Organization:
 - (b) Name of the post:
 - (c) Matrix Level & Pay:
 - (f) Nature of duties:
9. Present post held (if on deputation):
 - (a) Name/Status of Organization:
 - (b) Name of the post:
 - (c) Matrix Level & Pay:
 - (f) Nature of duties:
10. Details of past service(s)
 - (a) Post -
 - (b) Pay Scale:
 - (c) Period during which held:
From: - To:-
 - (d) Nature of duties performed:
11. Essential and relevant qualifications (name and year of the degree, university and year of passing out):



Signature of the candidate _____

Place:

Date:

Name _____

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23.6.2026

TO BE FILLED BY THE FORWARDING OFFICE

Office								
Category of Office Please tick (✓)	Central Government							State Government
	Central Ministry	Department	Attached Office	Subordinate Office	Autonomous Body	Statutory Body	Other	
Present Post								
Date of continuous employment of the applicant in the present grade					Present Pay & Matrix Level			

Verification of service particular by the office/department :

1. Certified that all the information mentioned by the applicant in his application as mentioned above have been verified from the records and found to be correct.
2. It is also certified that Sh./Ms. _____ has been working as _____ in the present post/present pay in the regular and substantive capacity w.e.f. _____.

Signature with date _____
Officer Seal _____

Designation _____
Phone _____
Email _____

[Handwritten Signature]
23.6.26