

No. 4/Rectt(Mum)/2018(1)-III- 2130
Subsidiary Intelligence Bureau
MHA, Govt. of India,
C-23, 'E' Block,
Bandra-Kurla Complex,
Bandra (East)
Mumbai - 400 051.

Date:

MEMORANDUM

7 Dec 2020

The undersigned hereby offers Shri/Ms. SHUBHAM TANAJI KHOT (Qualifying Category-UR) S/o D/o Shri TANAJI HANUMANT KHOT the post of Security Assistant/Exe in this Bureau in temporary capacity on the basis of Exam 2018, with pay at the first Cell (Rs. 21,700) of Level 3 (Rs. 21,700-69,100) of the Pay Matrix in the revised pay structure. The appointee will also be entitled to draw the dearness and other allowances at the rate admissible under rules and orders governing the grant of such allowances in force from time to time and subject to the conditions laid down therein.

2. The terms of appointment are as follows:-
 - (i) He/She will be on probation for a period of two years, which can be extended by the appointing authority. If during the period of probation or any extension thereof, as the case may be, the appointing authority is of the opinion that he/she is not fit for permanent appointment, that authority may discharge him/her from services.
 - (ii) Successful training is a pre-requisite for completion of probation in accordance with DoP&T OM no. 28020/1/2010-Estt(C) dated 30-10-2014.
 - (iii) The appointment is temporary. The appointment to the post in permanent capacity will, however, depend on various factors/rules governing permanent appointment in such posts in force at that time.
 - (iv) The appointment may be terminated at any time by a notice of one month given by either side, viz, the appointee or the appointing authority, without assigning any reason. The appointing authority, however, reserves the right of terminating the services of the appointee forthwith or before the expiry of the stipulated period of notice by making payment to him of a sum equivalent to the pay and allowances for the period of notice or the unexpired portion thereof.
 - (v) The appointee should declare within one month of his/her joining the IB, whether he/she had applied for any post in other Govt. Departments or Public Sector undertakings. While serving in this office, he/she can apply for any other post(s) anywhere only after obtaining due permission.
 - (vi) The appointment carries with it the liability to serve in any part of India or abroad, if needed.
 - (vii) Other conditions of service will be governed by the relevant rules and orders in force from time to time.
3. The appointment will further be subject to:-
 - (i) Production of a certificate of medical fitness in the enclosed form from the Civil Surgeon (Gr.I/CMO/MS) for whom a covering memorandum is enclosed herewith. He/She will not be allowed to join unless he/she produces a certificate of Medical Fitness, which he/she may obtain from the Medical Authority at the time of his/her medical examination.

Cont'd..P-2/-

- ii) Taking of an Oath of Allegiance to the Constitution of India in the prescribed form (copy enclosed).
 - iii) Submission of declarations in the enclosed forms to the effect that (a) he/she is married/unmarried/widow/widower (b) he/she does not have more than one living wife/husband as the case may be (c) he/she does not belong to persons/sections(creamy layer) mentioned in col. No. 3 of the schedule to the DOP&T OM No- 36012/22/93- Estt(SCT) dated 08.09.1993 (Applicable only in the case of OBC candidates).
 - (iv) Production of the following original certificates and marks sheets:
 - (a) Certificate of Matriculation containing DOB for age (with one attested copy).
 - (b) Certificate of educational & other technical qualification (with one attested copy of each)
 - (c) Character certificates from **two Gazetted Officers** (forms attached).
 - (d) Scheduled Caste/ Scheduled Tribe candidates should bring their certificate issued by the competent authority.
 - (e) **For OBC candidates only**- OBC candidates should bring a valid certificate issued by the competent authority as per the prescribed format only (sample enclosed) meant for employment in Central govt. (with one attested copy).
 - (f) **For SC Candidates only** – SC Candidates should inform about the change of their religion to their Appointing / Administrative authority immediately after such a change, in terms of G.I., Dept. of Personnel, O.M. No. 13/3/71- Estt.(SCT). However, if it is found that the candidate has suppressed such information, he/she will be liable to removal from service and such other action as the government may deem necessary.
 - (g) Discharge certificate from previous employer, if any.
 - (h) A valid Photo ID Card i.e. any one of Voter ID card, PAN Card, AADHAR Card, Passport etc. along with a photocopy of the same.
 - (i) Residence proof, in original along with a photocopy of the same.
 - (j) He/She should bring at least 8 latest passport size photographs.
4. On joining, he/she will be required to enrol himself/herself as a member of the Intelligence Bureau Relief Fund, which is constituted for the benefit of the members of the Bureau.
5. If any declaration given or information furnished by the candidate proves to be false or if the candidate is found to have wilfully suppressed any material information, he/she will be liable to removal from service and such other action as the Government may deem necessary.
6. The appointment is provisional and is subject to Caste/Tribe/OBC certificate being verified through proper channels. If the verification reveals that the claim of his belonging to Scheduled Caste/ Scheduled Tribe or OBC as also the claim of the OBC candidates about not belonging to creamy layer as the case may be, is false, his services will be terminated forthwith without assigning any further reason and without prejudice to such further action as may be taken under the provisions of the Indian Penal Code for production of false certificates.
7. This offer of appointment is further subject to satisfactory completion of character and antecedents verification of the candidate. This offer of appointment is also subject to verification of educational qualification of the candidate. If found false, his services will be terminated forthwith without assigning any reason.

Cont'd..P-3/-

8. His/Her appointment would be covered under the new Pension Scheme introduced by Govt. of India w.e.f. 01.01.2004. Ex-servicemen, after joining, (in case of military pensioners), after joining, may be required to give an option for counting of past military service as qualifying service under rule 19 of CCS (Pension) Rules, 1972 within a period of one year from the date of joining service in IB.

9. No travelling allowances will be allowed on first joining except joining at North East and Ladakh region in terms of G.I, Dept. of Personnel, OM No. 20014/16/86-E.IV(B) dt. 1.12.88 as amended from time to time.

10. The inter-se seniority of the candidates selected through the same exam for the post shall be reckoned on the basis of their overall performance in the written exam and interview irrespective of their date of joining the post. The candidate will have no claim for pay parity with respect to his/her juniors who joined earlier to him/her in the rank of SA/Exe.

11. If Shri/Ms. SHUBHAM TANAJI KHOT accepts the offer on the above terms, he/she should report to the Assistant Director, Subsidiary Intelligence Bureau (Ministry of Home Affairs), Govt. of India, C-23, E-Block, Bandra-Kurla Complex, Bandra (East), Mumbai- 400 051 immediately but not later than 28.12.2020. In case he/she fails to report for duty on the prescribed date, the offer will be treated as cancelled. He/she should inform the undersigned by post within 7 days from the date of receipt of this offer letter whether he/she is willing to join the Bureau on this post, otherwise it will be treated that he/she is not willing to join.

12. In case of any difficulty in filling up any of the forms or enclosures or for any clarification, the candidate may get in touch at Contact no. 022-26570068.


Assistant Director/E

To
SHRI/MS. SHUBHAM TANAJI KHOT
S/O/D/O SHRI TANAJI HANUMANT KHOT
C/O MR VIJAY SOPAN CHALWAD
AT+PO-BUDHODA, TQ-AUSA
DISTT-LATUR
PIN-413520
MAHARASHTRA
MOB.NO. 7387425324

Encl. As stated.