

**OFFICE OF THE COMPTROLLER AND AUDITOR GENERAL OF INDIA
NEW DELHI 110 002**

**Urgent
By E Mail**

**Deepak Narain
Assistant Comptroller and
Auditor General (Personnel)**

**D.O.No.13-18/CAG/92 Pt. IV
18.10.2005**

Dear Sir/Madam (All PAG level officers)

We have been requested by the Ministry of Personnel, PG & Pensions to recommend IA&AS officers for appointment to the post of Administrative Member in the Central Administrative Tribunal against 7 vacancies: three at Principal Bench, New Delhi, one each at Bangalore, Calcutta, Hyderabad and Jodhpur Benches of the Tribunal. The service conditions of Administrative Members in the CAT are governed by the CAT (Salaries and Allowances and Conditions of Service of Chairman, Vice-Chairman and Member) Rules, 1985 as amended from time to time. Under the Administrative Tribunal Act, 1985 (AT Act), the term of office of a Member is 5 years or till one attains the age of 62 years, whichever is earlier. The pay scale of a Member in CAT is Rs.22400-600-26000. The selected persons are liable to be posted to any place having a Bench of the CAT and the appointment shall carry an all India transfer liability.

2. I shall be grateful if you could kindly send your willingness or otherwise for the above assignment. I am also enclosing a copy of the proforma which may kindly be filled-in and return for onward transmission to the Ministry (if you are willing to be considered for the above post). The preference of posting may kindly also be mentioned specifically in the enclosed proforma.

Yours sincerely,

**Sd/-
(Deepak Narain)**

Particulars/Bio-Data for the post of Administrative Member in Central Administrative Tribunal

1. Name
2. Date of Birth
3. Educational Qualification
4. Post applied for
5. Whether the candidate is (*Strike out whichever is not applicable)
 - (a) A member of All India Service or
 - (b) A Member of any Central Service or
 - (c) A member of Indian Legal Service or
 - (d) Any other Category/Service (please indicate details)
 - (a) In the case of an All India Service please indicate the name of the service, concerned cadre and the year of allotment.
 - (b) In the case of other Central Services and Indian Legal Service, the name of the service and year of allotment, along with the date from which in Grade I or Group A as the case may be.
 - (c) In case of any State Services, the name of the State, service and the date from which the candidate is in grade-I or Group A or Class I as the case may be.
6. Date of Superannuation from present service
7. Present posting with office and residential address and telephone number – office/residence
8. Whether qualified for appointment as
 - (a) a person who has, for at least for two years held the post of an Additional Secretary to the Government of India or its equivalent or,
 - (b) a person who has for at least for three years, held the post of a Joint Secretary to the Government of India or its equivalent (*strike out whichever is not applicable)
9. Details of post(s) held during last 10 years may please be indicated in the ascending order i.e. from lower post to the higher one, with specific dates and the pay-scale of the post(s)
10. Details of special knowledge and experience in dealing with establishment matters and service laws.
11. Preference, if any, for place(s) of posting (in serial order)