

AYUSH Bhawan,
Block-B, GPO Complex,
INA, New Delhi-110023
Dated: ~~5th~~ September, 2019

VACANCY CIRCULAR

Sub: Selection for the post of Managing Director, Indian Medicines Pharmaceutical Corporation Limited (IMPCL), Mohan, Almora, Uttarakhand, a schedule "D" CPSE.

Applications are invited for filling up the post of Managing Director, Indian Medicines Pharmaceutical Corporation Limited (IMPCL), a schedule "D" CPSE for a period of 5 years from the date of assumption of charge of the post, or until further orders, whichever is earlier.

2. The post of Managing Director, IMPCL has been exempted from the rule of immediate absorption for a period of 5 years with the concurrence of the Department of Public Enterprises (DPE) and approval of the Appointments Committee of Cabinet (ACC).

3. The Company profile, job description, eligibility, duration of post and other details for appointment to the Managing Director, IMPCL are enclosed herewith (Annexure-I).

4. The Cadre Controlling authorities are requested to forward the duly filled in applications (Curriculum Vitae as per proforma enclosed) of the eligible and willing officers, who can be spared immediately, alongwith CR Dossiers for the last five (05) years and Vigilance Clearance report as per enclosed proforma. The Curriculum Vitae duly supported by documents will be assessed by the Selection Committee while selecting candidates for appointment to the post of Managing Director, IMPCL on deputation basis. The last date of submission of the application is 45 days from the date of this circular. The application complete in all respects may be forwarded to The Under Secretary, Ministry of AYUSH, Room No.113, AYUSH Bhawan, B Block, GPO Complex, INA, New Delhi-110023 latest by 18th October, 2019.

5. It is also requested that advance action may be taken to keep the ACRs for the last 5 years of those candidates ready along with their vigilance profile: [(i) Penalty imposed, if any, during the last 10 years (ii) Details of disciplinary action initiated / being initiated if any, etc.] to be furnished as and when selection meeting is scheduled.

Encl : As above.

Vikram Singh
(Vikram Singh)
Director

To,

1. Secretaries of all Ministries of Central Govt. of India.
2. All Chief Executives of other Central PSUs (including Subsidiaries) for circulation among the eligible candidates.
3. All Chief Secretaries of State Govts. /UTs (for circulating the vacancy among Govt. Officers and State PSUs).
4. Director, PESB - with the request to put the vacancy on PESB website for wide circulation.
5. Director, DoP&T - with the request to put the vacancy on DoP&T website for wide circulation.
6. National Career Service (NCS) Portal, Ministry of Labour & Employment, Sharam Shakti Bhawan, Rafi Marg, New Delhi-110001 - for uploading the vacancy circular on their official website.
7. Director, NIC, Ministry of AYUSH - with the request that this Vacancy circular alongwith annexure may be posted on the official website of M/o AYUSH.
8. The Company Secretary, IMPCL, Almora - with the request to put the vacancy on IMPCL website for wide circulation.

For 1/9
16/9

17.9.19
18/9

F. No. 11016/03/2018-L&P (IMPCL)
Government of India
Ministry of Ayurveda, Yoga & Naturopathy, Unani, Siddha and Homoeopathy
(AYUSH)

Subject:-Appointment to the post of Managing Director, Indian Medicines Pharmaceutical Corporation Limited(IMPCL) on deputation basis through Search-cum-Selection Committee by DoPT.

NAME OF THE CPSE : Indian Medicines Pharmaceutical Corporation Limited (IMPCL)

NAME OF THE POST : Managing Director

DATE OF VACANCY : 01-01-2017

SCHEDULE OF THE CPSE : 'D'

SCALE OF THE POST : Rs. 51,300-73,000/- (Pre-revised).
Rs.1,20,000 – 2,80,000/- w.e.f. 1.1/2017
is under revision

1. COMPANY PROFILE

IMPCL is a Central Government PSU and Miniratna Company under the administrative control of Ministry of AYUSH, incorporated in July, 1978 and is involved in production and marketing of authentic, standard Ayurvedic and Unani Medicines, dietetics and herbal products.

Its Registered Office and Corporate Offices are at Mohan, District Almora (Uttarakhand). The Company has its production units at Mohan and Haridwar. It is also in process of setting up of a processing unit in North Eastern Region of the Country in coordination with M/o DoNER.

The company employed 105 employees (Executives:14 , Non-Executives : 91) as on 31.03.2019 and authorized and paid up capital of the Company are as Rs. 75.00 Crore and Rs. 51.98 crore respectively as on March 31, 2018.

2. JOB DESCRIPTION AND RESPONSIBILITIES:

The Managing Director is the Chief Executive of the Corporation and accountable to its Board of Directors and to Government of India/Shareholders. He is responsible for the efficient functioning of the Corporation and for achieving its corporate objectives and performance parameters.

3. ELIGIBILITY

I. Age : on the "Date of occurrence of vacancy"

Age of superannuation 60 years			
Internal		Others	
Minimum	Maximum	Minimum	Maximum
40	2 years of residual service as on the date of vacancy w.r.t the date of superannuation	40	3 years of residual service as on the date of vacancy w.r.t the date of superannuation

Contd...../..

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II. **Employment status of the applicants :**

The applicant must, on the date of application, as well as on the date of interview, be employed in a regular capacity – and not in a contractual / ad-hoc capacity – in one of the followings :-

- (a) Central Public Sector Enterprise (CPSE) (including a full-time functional Director in the Board of a CPSE);
- (b) Central Government including the Armed Forces of the Union and All India Services;
- (c) State Public Sector Enterprise (SPSE) where the annual turnover is *Rs.250 crores or more;
- (d) Private Sector in company where the annual turnover is *Rs.250 crores or more.

(* The average audited annual turnover of three financial years preceding the calendar year in which the post is advertised shall be considered for applying the approved limits)."

III. **QUALIFICATION AND EXPERIENCE**

Qualifications :

- i) The applicant should be a graduate with good academic record from a recognized University / Institute.
- ii) Applicants holding Technical / MBA / PGDM qualification will have added advantage.

IV. **Experience :**

- i) The applicant should possess adequate experience at a senior level of management in an organization of repute.
- ii) Experience in Finance / Marketing / Production will have added advantage.
- iii) Experience in the field of Pharmaceutical Industry is desirable.

V. **PAY SCALE**

The minimum length of service required in the eligible scale / rank / level will be one year for internal candidates, and two years for others as on the **date of vacancy**.

(a) **Applicants from CPSEs should be working in the following or a higher pay scale :**

Executives holding posts in the pay scale of :

Rs.90000-240000 (IDA) post 01/01/2017

Rs.78800-209200 (Level 12 CDA)

Rs.7500-9900(IDA) Post 1.1.1992.

Rs.17500-22300 (IDA) Post 1.1.1997

Rs.36600-62000 (IDA) Post 1.1.2007

Rs.12000-16500 (CDA)

Rs.15600-39100 + GP Rs.7600 (CDA)

Contd.../...

(b) **Applicants from Officers of the Central Govt. / All India Services & Applicants from the Armed Forces of the Union**

"Central Govt. officers, including of All India Services, of the level of Deputy Secretary or equivalent; or the officers of the rank of Colonel/Lt. Colonel in the Indian Army or equivalent rank in Navy / Air-force **on the Date of Vacancy** will be eligible for consideration on deputation basis."

(c) **State Public Sector Enterprises**

Applicants from State Public Sector Enterprises should be working at Board Level position.

VI. Method of Recruitment

The post will be filled on deputation basis through the Search-cum-Selection Committee (SCSC).

4. DURATION OF APPOINTMENT

The appointment shall be for a period of five (05) years from the date of joining or upto the date of superannuation or until further orders, whichever is earlier.

5. SUBMISSION OF APPLICATIONS

Prospective candidates from the Central Public Sector and Government officers shall send their applications, through proper channel, in the format at Annexure-I

The applications for various categories of the officers are routed through proper channel as follows:

- (f) For Government Officers, including those of the Armed Forces of the Union and All India Services: through Cadre Controlling authority.
- (g) For CMD's/MD's/Director's in CPSE: through the concerned administrative Ministry.
- (h) For below Board level in CPSE: through the concerned CPSE.
- (i) For CMD's/MD's/Director's in State PSE: through the concerned administrative Secretary and Cadre Controlling Authority, if any, of the State Government.
- (j) Private Sector must submit the following documents along with the application form Directly to the Ministry of AYUSH, Govt. of India.
 - (a) Annual Reports of the Company in which the post is advertised (please provide URL or attach / enclose copiers);
 - (b) Whether the company is listed or not; if yes, the documentary proof (please provide URL or attach / enclosed copies);
 - (c) Evidence of working at Board level.
 - (d) Self-attested copies of documents in support of age and qualifications;
 - (e) Relevant Jobs handled in the past with details.

6. "UNDERTAKING BY THE APPLICANT"

- (a) An applicant has to give an undertaking as a part of the application that he/she will join the post, if selected. If an applicant does not give such undertaking, the application would be rejected.

(b) **For candidates from Central Government / Armed Forces of the Union / All India Services**

- (a) The appointment is on deputation basis.
- (b) If a candidate convey his / her unwillingness to join after he interview is held, he/she would be debarred for a period of two years from the date of interview, for being considered for a Board level post in any CPSE.
- (c) Further, if a candidate conveys his / her unwillingness to join after the issue of offer of appointment, he / she would be debarred for a period of two years from the date of offer of appointment of being considered for a Board level post of any CPSE.

2. **For candidates from CPSE**

- (i) The appointment is on deputation basis.
- (ii) If a candidate conveys his / her unwillingness to join after the interview is held, he/she would be debarred for a period of two years from the date of interview, for being considered for a Board level post in any CPSE other than the one to which the candidate belongs.
- (iii) Further, if a candidate conveys his / her unwillingness to join after the issue of offer of appointment, he / she would be debarred for a period of two years from the date of offer of appointment for being considered for a Board level post in any CPSE other than the one to which the candidate belongs.

7. **LAST DATE OF RECEIPT OF APPLICATION**

Last date of receipt of complete application is by **15.00 hours on 18th October, 2019**. No application shall be entertained under any circumstances after the stipulated time / date. Incomplete applications and applications received after the stipulated time / date shall be **REJECTED**, Search-cum-Selection Committee reserve the right to shortlist applicants for interview.

8. Search-cum-Selection Committee reserves the right to short list candidates for the interview.

9. Applications are to be addressed to

Shri K.B. Sinha,
Under Secretary,
Ministry of AYUSH,
Room No.113,
B-Block, AYUSH BHAWAN,
GPO Complex, INA,
New Delhi-110023.

10. All correspondence in this regard should be addressed to Under Secretary (IMPCL), Ministry of AYUSH only.

APPLICATION FORM FOR CANDIDATES FROM CENTRAL PUBLIC SECTOR ENTERPRISES (CPSE)/CENTRAL GOVERNMENT (INCLUDING ARMED FORCES OF THE UNION/ALL INDIA SERVICES)/STATE PUBLIC SECTOR ENTERPRISES (SPSE)/PRIVATE SECTOR

(Through Proper Channel, except candidates from the Private Sector)

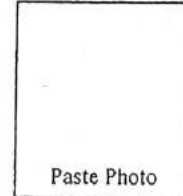
Please refer to the Job Description for the post and the Guidelines for processing cases of Board level appointments in Central Public Sector Enterprises

1. Name of the post applied for _____

2. (a) Applicant's Name (as per official records Mr./Mrs./Ms.) _____

(b) Designation of the Applicant (in full) _____

(c) Name of the company _____



(d) Category as per Employment Status :- **Officer of a CPSE/Central Government/Armed Forces of the Union/All India Services/SPSE/Private Sector**
(Please tick as applicable)

(e) Office Address: _____

(f) Address for communication _____

3. Telephone No: Office _____ Residence _____ Mobile No. _____

E-Mail id _____

4. Date of Birth (DD/MM/YY) _____ Age as on date of vacancy (Years/Months/Days) _____

5 (i) Educational/Professional Qualifications:

Sl. No.	Qualification*	Name of Institution	Period of Study		Tick the relevant			Tick the relevant			Self Declaration Whether meets the eligibility qualification requirement		
			From	To	Part time	Full time	Correspondence	Degree	Diploma	Certificate	Mandatory	Desirable	Other
1	2	3	4	5	6	7							

* Should be exactly as per Degree/ Certificate issued by the university.

(ii) Positions held during the last ten years, from the date of uploading the vacancy circular.

Sl. No.	Complete Designation & Place of posting *	Name of the Organization	Pay scale**	Period		Reporting to Designation*	Self Declaration Whether meets the mandatory experience requirement		If yes, nature of duties in support of the declaration
				From	To		Yes	No	
1	2	3	4	5	6	7	8		

* Should be exactly as per specific office order issued by the CPSE/Ministry/SPSE/Employer.

** Private Sector-CTC/remuneration/emoluments drawn.

NB : The positions should be indicated in order of the most recent assignments.

Note: 1. Please attach a write-up, not exceeding 400 words, in support of your candidature, for reference at the time of interview.
2. Full form of all abbreviations used while making entries in the application form should be suitably explained i.e. in footnotes or a separate attachment.

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Do you hold lien in any organisation other than where currently working?

Yes	No
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If yes:

- a) Name of the organisation in which the lien is held :
- b) Date from which the lien is held :

(b) Are you on deputation?

Yes	No
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If yes :

- a) Name of parent organisation :
- b) Date from which on deputation :

7. (a) Whether any penalty/punishment was awarded to the applicant during the last 10 years.

Yes	No
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If yes, the details thereof

- i) Civil / Criminal
- ii) Departmental Inquiry

(b) Whether any civil or criminal action or inquiry is going on against the applicant as far as his / her knowledge goes

Yes	No
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If yes, the details thereof

- i) Civil / Criminal
- ii) Departmental Inquiry

I certify that the details furnished by me in Columns 1 to 7 wherever applicable are true to the best of my knowledge & belief.

(Name & Signature of the Applicant)

STATE PUBLIC SECTOR ENTERPRISES

8. Year wise Audited Annual Turnover of the Company for 3 financial years preceding the calendar year in which the post has been advertised(e.g: 2013-14, 2014-15 and 2015-16 for a post advertised in the calendar year 2017).

Year	Company in which candidate is/was serving	Annual Turnover of the Company & F.Y.

I certify that the details furnished by me in Columns 1 to 8 wherever applicable are true to the best of my knowledge.

(Name & Signature of the Applicant)

UNDERTAKINGS (as applicable)

For candidates from Central Government/Armed Forces of the Union/All India Services

The appointment is on deputation basis. I hereby undertake to join the post, if selected. I understand that:

- (a) if I convey my unwillingness to join after the interview is held, I would be debarred for a period of two years from the date of interview, for being considered for a Board level post in any CPSE.
- (b) further, if I convey my unwillingness to join after the issue of offer of appointment I would be debarred for a period of two years from the date of offer of appointment for being considered for a Board level post in any CPSE.

(Name and Signature of the applicant)

Date:

For candidates from CPSE

I hereby undertake to join the post, if selected. I understand that:

- (a) if I convey my unwillingness to join after the interview is held, I would be debarred for a period of two years from the date of interview, for being considered for a Board level post in any CPSE other than the one to which I belong.
- (b) further, if I convey my unwillingness to join after the issue of offer of appointment I would be debarred for a period of two years from the date of offer of appointment for being considered for a Board level post in any CPSE other than the one to which I belong.

(Name and Signature of the applicant)

Date:

For candidates from SPSE/Private Sector

I hereby undertake to join the post, if selected. I understand that:

- (a) if I convey my unwillingness to join after the interview is held, I would be debarred for a period of two years from the date of interview, for being considered for a Board level post in any CPSE.
- (b) further, if I convey my unwillingness to join after the issue of offer of appointment I would be debarred for a period of two years from the date of offer of appointment for being considered for a Board level post in any CPSE.

(Name and Signature of the applicant)

Date:

Verification

(To be filled in by the designated officer for CPSE/Central Government/Armed Forces of the Union/All India Services/SPSE)

It is certified that the particulars furnished above have been scrutinized and found to be correct as per official records.

Signature & Designation of the
Competent Authority
with Telephone No. & e-mail address



PARTICULARS OF THE OFFICERS FOR WHOM VIGILANCE COMMENTS / CLEARANCE BEING SOUGHT

[To be furnished and signed by the CVO or HOD]

1. Name of the Officer (in full)
2. Father's Name
3. Date of Birth
4. Date of Retirement
5. Date of Entry into Service
6. Service to which the officer belongs including batch / year cadre - etc wherever applicable
7. Positions held (during the ten preceding years)

S.No.	Organization (Name in full)	Designation & Place of posting	Administrative / nodal Ministry / Deptt. concerned (in case of officers of PSUs etc.)	From	To

8. Whether the officer has been placed on the "Agreed List" or "List of Officers of Doubtful Integrity" [if yes, details to be given]
9. Whether any allegation of misconduct involving vigilance angle was examined against the officer during the last 10 years and if so with what result (*).
10. Whether any punishment was awarded to the officer during the last 10 years and if so, the date of imposition and details of the penalty (*).
11. Is any disciplinary / criminal proceedings or charge sheet pending against the officer, as on date. [If so, details to be furnished - including reference no., if any, of the Commission]
12. Is any action contemplated against the officer as on date. [if so, details to be furnished] (*).

DATE

(NAME AND SIGNATURE)

(* If vigilance clearance had been obtained from the Commission in the past, the information may be provided for the period thereafter