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Government of India
Ministry of Environment, Forest and Climate Change

Prithvi, 6th Floor,
Indira Paryavaran Bhawan,
Jor Bagh Road, New Delhi -110 003.
Dated: 21st August, 2025

To

The Chief Secretaries/ Administrators,
All State Governments/Union Territories

Subject: Vacancy Circular for inviting nominations for appointment to the post of Additional Director General of Forests on tenure deputation basis under the Central Staffing Scheme of the Ministry of Environment, Forest and Climate Change (Vacancy Year-2025) – regarding.

Sir/Madam,

The Ministry of Environment, Forest and Climate Change (hereinafter referred to as 'Ministry') invites nominations of eligible and willing IFS officers for appointment to the post of Additional Director General of Forests and Member Secretary (NTCA), under the Central Staffing Scheme of the Ministry of Environment, Forest and Climate Change (hereinafter referred to as 'Scheme') dated 06.05.2011.

2. The eligibility of batches and the minimum years of service will be based on the provisions of the Central Staffing Scheme of this Ministry.

3. The criteria of eligibility laid down in the Scheme for holding the post of Additional Director General of Forests (PT&E) & Member Secretary (NTCA) will be as on the 1st January of the vacancy year as detailed below:-

Minimum 29 years of service with reference to the Year of Allotment in the IFS.

(ii) At least one officer of the service of any State Cadre, having the same year of allotment should have been promoted to a post at the level of HAG and completed five years of service to a post at this level, i.e. in Level 15 in the revised Pay Matrix of Seventh Pay Commission.

(iii) The officer under consideration should have a minimum of two years of service left before superannuation.

(iv) Cooling off period of one year should be completed prior to proposed date of appointment at the Centre.

(v) A person to be appointed as Member Secretary, NTCA shall have at least ten years of experience in a tiger reserve or wildlife management.

4. If the officer fails to take up the central deputation assignment after the appointment is approved, he/she will attract debarment of five years from central deputation in accordance with the provisions laid down in the Scheme.

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25.08

5. Last date of receipt of complete application: The application, complete in all respects as per Annexure-I, vigilance clearance, duly attested APARs (in accordance with the Scheme) and concurrence of the State Government, should be sent on email ID: ifs@nic.in latest by **30.09.2025**. It may also be ensured that the correct and updated Executive Record Sheet of the applicant is also attached with the application.

6. Application received without the consent of the State /UT Government and after the last date of receipt of applications will not be entertained.

7. A checklist of documents to be submitted including the application in due format, has been given at Annexure – II.


(Prem Prakash Maurya)

Under Secretary to the Govt. of India
Ph - 011-20819192

Copy to:

1. All Principal Chief Conservators of Forests (HoFF) of State/UT Administrations.
2. The Director General, Indian Council of Forestry Research and Education, P.O. New Forest, Dehradun-248 006.
3. Director, IIFM, Nehru Nagar, Bhopal-462 003.
4. The Director General, Forests Survey of India, Kaulagarh Road, Dehradun.
5. The Director, Indira Gandhi National Forest Academy, P.O. New Forest, Dehradun.
6. All IFS officers in the Ministry of Environment, Forest and Climate Change (including National Afforestation Eco-Development Board)/ Ministry of Agriculture/ Ministry of Rural Development.
7. All Ministries of Government of India
8. NIC for placing the circular on the IFS website/Spare copies.


(Prem Prakash Maurya)

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ANNEXURE-I**APPLICATION FORM FOR CENTRAL DEPUTATION POSTINGS UNDER THE CENTRAL STAFFING SCHEME OF THE MINISTRY OF ENVIRONMENT, FORESTS AND CLIMATE CHANGE FOR INDIAN FOREST SERVICE OFFICERS**

-1-

Part-I (to be filled in by the applicant)

1.	The year for which application is made	
2.	The level at which deputation is sought	
3.	Choice of Station (in order of Preference)	(i) (ii) (iii)
4.	Name of the applicant	
5.	Batch/year of allotment	
6.	Cadre	
7.	Date of Birth	
8.	Present pay scale with date of commencement of scale of pay	
9.	Present post held	
10.	Full Address for correspondence: (phone/fax/mobile/e-mail)	

11. Educational qualifications

S.No.	Degree/Diploma	University/Institute	Year	Subject(s)

12. Details of postings for the last 10 years: (in descending order)

S No.	Years (from- to)	Post held	Name of the organization	Main responsibilities in the post (in about 100 words)	Special attributes/ achievements

13. Details of all deputation postings (in descending order):

S No.	Years (from-to)	Post held	Organisation	Main areas of responsibilities in the post

14. Details of experience in wildlife conservation, tiger reserves or the National Tiger Conservation Authority, if any:
15. Date of return to Cadre from last deputation:
16. If currently on deputation, date of completion of tenure:

Station:

Signature:

Date:

Name:

Ph/Mob:

Part-II (to be filled in by the concerned State/UT Government)

1.	Name of the applicant	
2.	Cadre	
3.	Year of allotment	
4.	Date of superannuation	
5.	Whether the officer is clear from vigilance angle	
6.	Is there any disciplinary proceedings pending against the officer (only the cases where charge sheets have been served)	
7.	Has the officer ever been reprimanded/penalized or debarred from deputation, if so the details thereof	
8.	Whether original/copies(attested) of ACRs of last eight years enclosed	

9. Central Deputation Reserve (in figures) as on date of sponsorship:

Authorized	Filled	Gap

10. State Deputation Reserve (in figures) as on date of sponsorship:

Authorized	Filled	Gap

11.

It is certified that the particulars given above about the officer are correct and that in the event of the officer being selected for a posting under the CSS of the MoEFCC, the services of the officer shall be placed at the disposal of the Central Government.

Name & designation of the Head of the Forest Department of the State/UT or the Authorized Officer	
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Date:

Place:

**Signature of the officer concerned
In the State Government/UT Government**

Part III (to be filled in by the concerned State/UT Government/Concerned Administrative ministries where the officer is on deputation to the Govt. of India)

-1-

PARTICULARS OF THE OFFICERS FOR WHOM VIGILANCE COMMENTS / CLEARANCE IS 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 including whether the officer
has functioned as a CVO in part time or
additional charge capacity
(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

DATE:

(NAME AND SIGNATURE)

**VIGILANCE PROFILE OF OFFICERS FOR WHOM VIGILANCE COMMENTS /
CLEARANCE BEING SOUGHT**

(To be furnished and signed by the CVO or HOD)

8. Where 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 :

of charge sheet pending against the
officer as on date. [If so, details to be
Furnished- including reference no. If any
the Commission]
12. Is any action contemplated against the :
officer as on date. [If so, details to be
Furnished] (*)
13. Whether any complaint with vigilance :
angle is pending against officers
[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.

CHECK LIST

1. Whether the application has been signed by the officer applying for deputation?
2. Whether Part II and Part III has duly been filled and signed by:
 - (i) Head of Forest Department, Department of the State/UT or the Autonomous Offices.
 - (ii) Officer concerned in the State Government/UT Government/Concerned Administrative Ministries where the officer is on deputation.
3. Whether the duly attested APARS for respective level posts (in accordance with CSS-MoEFCC) are attached.
4. Whether State Government's Vigilance Clearance is enclosed in part III of Annexure I.
5. Whether Updated Executive Record Sheet is enclosed.
