

E- 5041016

# E-Mail



MUNICIPAL CORPORATION OF DELHI  
CENTRAL ESTABLISHMENT DEPARTMENT  
22<sup>nd</sup> FLOOR, DR. S.P. MUKHERJEE CIVIC CENTRE  
J.L. NEHRU MARG, NEW DELHI- 110002



AcS, GRAD

Pr. Secy UTD/CED/MCD/SO-I/2026/ 3855

Date: 07/01/2026.

मुख्य सचिव कोषांग विभा

## CIRCULAR

1. All Secretaries, Government of India.  
 2. All Chief Secretaries, States/UTs.  
 3. The Controller General of Accounts, Ministry of Finance, 7<sup>th</sup> Floor, Lok Nayak Bhawan, Khan Market, New Delhi.  
 4. The Assistant Controller and Auditor General, Office of the Controller and Auditor General of India, 10, Bahadur Shah Jafar Marg, New Delhi.  
 5. The Secretary (Services), GNCTD, New Sachivalaya, Players Building, N. Delhi-2  
 6. The Secretary General/Rajya Sabha/Lok Sabha.  
 7. Chairman, Railway Board.  
 8. The Chief Executive Officer, Delhi Cantonment Board, Delhi Cantt-110010.  
 9. The Chairman, CBDT & CBIC, Ministry of Finance, North Block, New Delhi.  
 10. The Vice Chairman, DDA, Vikas Sadan, INA, New Delhi.  
 11. The Director General (Works), CPWD, Nirman Bhawan, New Delhi-11.  
 12. Secretary, Department of Telecommunications.

Sub:- Sponsoring names for the post of Additional Deputy Commissioner/Joint Assessor & Collector in Municipal Corporation of Delhi on deputation

Sir/Madam,

08 JAN 2026 I have been directed to communicate that the following post is required to be filled up in Municipal Corporation of Delhi on deputation basis.

Post - Additional Deputy Commissioner/Joint Assessor & Collector

Pay Scale/Level-12 of pay matrix

Eligibility conditions: Officers of the I.A.S., Central Services Group 'A' and State Civil Service Class-I drawing a minimum basic pay of Rs.78,800/- under 7<sup>th</sup> CPC.

2. Since the MCD follows the Rules/Regulations/Instructions of the Govt. of India, the laid down terms and conditions of deputation of the Govt. of India shall be applicable mutatis mutandis to the officer on deputation basis in Municipal Corporation of Delhi. Further, the maximum age limit for appointment by deputation shall not be exceeding 56 years as on the closing date of receipt of applications.

3. It is, therefore, requested that the names of suitable/eligible and willing officers, fulfilling the prescribed conditions, may please be forwarded to this office alongwith following documents within 30 days from the date of issue of circular, to enable us to consider selection for appointment to the above-said post on deputation basis:-

a) Cadre Clearance Certificate for 03 years

b) Vigilance Clearance

c) Grading of APARs/ACRs for the preceding five (5) years alongwith certified copies of APAR/ACRs

d) Application, Bio-data duly verified in attached proforma

This may please be given TOP PRIORITY.

Encl:- Bio-data proforma

Administrative Officer (Estt.)-II

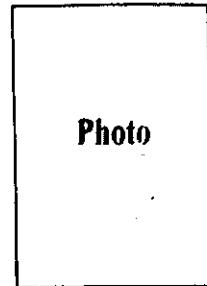
09 JAN 2026

233/46-01  
12.1.2026

9.1.2026  
11/1/26

**APPLICATION FOR THE POST OF ..... IN MUNICIPAL CORPORATION OF  
DELHI ON DEPUTATION BASIS.**

1. Name and address in Block letters :- .....
2. Mobile No. & Email ID .....
3. Date of Birth (in Christian era) :- .....
4. Father's/ Husband's Name :- .....
5. Date of retirement under Central/State Government Rules .....
6. Educational Qualifications .....
7. Whether education and other qualification required for the post are satisfied (Details of given qualification)
8. Please state clearly whether in the light of entries made by you above, you meet the requirements of the post and you are eligible as per RRs.
9. Details of employment, in chronological order. Enclose a separate sheet, duly authenticated by your signature, if the space below is insufficient.



Period		Post held	Pay Scale/Grade Pay	Office	Nature of Duties
From	To				

10. Nature of present employment i.e. Adhoc or temporary or quasi-permanent or permanent :-
11. In case the present employment is held on deputation/contract basis, Please state
  - (a) The date of initial appointment
  - (b) Period of appointment on deputation/contract
  - (c) Name of the parent office/organization to which you belong
12. Additional details about present employment. Please state whether working under:
  - (a) Central Government
  - (b) State Govt.
  - (c) Autonomous Organization
  - (d) Government Undertaking

(e) Universities  
(f) Others

S.No.	1 <sup>st</sup> appointment/ Promotions	Date	Pay Scale/Grade Pay	Whether held on Regular/Adhoc/ACP/ MACP basis
1				
2				
3				
4				
5				

\*if financial up-gradation on ACP/MACP basis, please give details of regular promotion also.

13. Additional information, if any, which you would like to mention in support of your suitability for the post, Enclose a separate sheet, if the space is insufficient
14. Whether worked earlier in MCD/ erstwhile South DMC/North DMC/East DMC :-  
on deputation basis (Yes/No). If Yes, please give details
15. Remarks

Date:-.....

Signature of the candidate:-

Address:-

Countersigned (Employer)

**Circular regarding sponsoring names for the post of Additional Deputy Commissioner/Joint Assessor & Collector in Municipal Corporation of Delhi on deputation basis.**

**Director Personnel < director-ced@mcd.nic.in >**

Wed, 07 Jan 2026 2:49:09 PM +0530

To "K. Vijayanand, IAS" <cs@ap.gov.in>, "Manish Kumar Gupta" <cs-arunachal@nic.in>, "Dr. Ravi Kota" <cs-assam@nic.in>, "Chief Secretary, Bihar" <cs-bihar@nic.in>, "Chief Secretary Office Chhattisgarh" <csoffice.cg@gov.in>, "Dr. V Candavelou IAS" <cs-goa@nic.in>, "chiefsecretary" <chiefsecretary@gujarat.gov.in>, "Sh. Anurag Rastogi, IAS" <cs@hry.nic.in>, "Sanjay Gupta" <cs-hp@nic.in>, "Avinash Kumar" <cs-jharkhand@nic.in>, "cs" <cs@karnataka.gov.in>, "officeofcs" <officeofcs@gmail.com>, "Dr. A Jayathilak IAS" <chiefsecy@kerala.gov.in>, "Anurag Jain" <cs@mp.nic.in>, "cs" <cs@maharashtra.gov.in>, "cs-manipur" <cs-manipur@nic.in>, "cso-meg" <cso-meg@nic.in>, "MSRao" <raoms@gov.in>, "cs\_miz" <cs\_miz@rediffmail.com>, "CS Mizoram" <cs-mizoram@nic.in>, "Jan e Alam, Chief Secretary Nagaland" <csnlg@nic.in>, "Shri Manoj Ahuja" <csori@nic.in>, "Chief Secretary, Punjab" <cs@punjabmail.gov.in>, "csraj" <csraj@rajasthan.gov.in>, "Shri Ravindra Telang, IAS" <cs-skm@hub.nic.in>, "cs" <cs@tn.gov.in>, "CS Telangana" <cs@telangana.gov.in>, "Shri Jitendra Kumar Sinha" <cs-tripura@nic.in>, "CHIEF SECRETARY OFFCE GOVT OF UP" <csup@nic.in>, "chiefsecyuk" <chiefsecyuk@gmail.com>, "chief secretary" <cs-uttarakhand@nic.in>, "chief secretary" <cs-uttaranchal@nic.in>, "Chief Secretary - Smt. Nandini Chakravorty" <cs-westbengal@nic.in>

Please find attached Circular No. F.11(02)/CED/MCD/SO-I/2026/3855 dated 07.01.2026

regarding sponsoring names for the post of Additional Deputy Commissioner/Joint Assessor & Collector in Municipal Corporation of Delhi on deputation basis, along with proforma for application. The names of suitable and willing officers fulfilling the prescribed conditions, along with their application, Bio-data duly attested by Employer, ACRs for the preceding five (5) years, integrity Certificate, Vigilance Clearance and Cadre Clearance etc., may please be forwarded, within a period of 30 days to the office of Director Personnel, Central Establishment Department, Municipal Corporation of Delhi, 22nd Floor, Dr. S.P. Mukherjee Civic Centre, J.N. Nehru Marg, New Delhi-110002.

**Administrative Officer  
Central Establishment Department  
Municipal Corporation of Delhi**

**1 Attachment(s)**

Adobe Scan 07 Jan 2026 (1).pdf

844.6 KB