

No.A-12025/1/2011-PPP
Government of India
Ministry of Urban Development

Nirman Bhawan, New Delhi.
Dated 22 November, 2011

Subject:- Filling up of various posts in Central Public Health and Environmental Engineering Organization (CPHEEO), Ministry of Urban Development, New Delhi.

Sir,

I am directed to say that following posts in Central Public Health and Environmental Engineering Organization (CPHEEO), Ministry of Urban Development, are proposed to be filled up from amongst officers of the Central / State Governments / Union Territory Administrations / Public Sector Undertakings / Semi-Government / Autonomous / Statutory Organizations:-

S.No.	Name of the post	Pay Band & Grade Pay	No. of posts	Method of recruitment
1.	Adviser(PHEE)	PB-4 (Rs.37400-67000) Plus Grade Pay - Rs.10000	1	Deputation (istc) plus Promotion
2.	Joint Adviser(PHEE)	PB-4 (Rs.37400-67000) Plus Grade Pay - Rs.8700	2	Deputation (istc) plus Promotion
3.	Deputy Adviser(PHE)	PB-3 (Rs.15600-39100) Plus Grade Pay - Rs.7600	1	Promotion failing which by Promotion (istc) failing both by direct recruitment
4.	Assistant Adviser(PHE)	PB-3 (Rs.15600-39100) Plus Grade Pay - Rs.6600 (UR-2 OBC-1)	3	Direct recruitment

ELIGIBILITY

(For S.No.1)

- I.(a)(i) holding analogous post on a regular basis in the parent cadre or department; or
(ii) with two years' service in the grade rendered after appointment thereto on a regular basis in Pay Band-4 of Rs.37,400-67,000 +8,900(GP) or equivalent in the parent cadre or department; or
(iii) with three years' service in the grade rendered after appointment thereto on a regular basis in Pay Band-4 of Rs.37,400-67,000 +8,700(GP) or equivalent in the parent cadre or department; and
- (b) possessing the following educational qualification and experience:-
(i) Degree in Civil Engineering from a recognized University or Institute or equivalent;
(ii) Post-graduate degree in Public Health Engineering from a recognized University or Institution or equivalent; and
(iii) 15 (fifteen) years experience in Public Health Engineering including investigation, design, constructions and operation of water supply and sewerage installations.
- II. The Departmental Joint Adviser(Public Health and Environmental Engineering) in Pay Band-4 of Rs.37,400-67,000 +8,700(GP) with 3 (three) years regular service in the grade shall also be considered alongwith outsiders, and in case he or she is selected for appointment, the post shall be deemed to have been filled by promotion.

Contd...

(For S.No.2)

- I. (a) (i) holding analogous post on regular basis in the parent cadre/department;
or
(ii) with five years' regular service in posts in Pay Band-3 (Rs.15,600-39,100) + Grade Pay Rs.7,600 or equivalent in the parent cadre/department; and
- (b) Possessing the following educational qualification and experience:
- (i) a degree in Civil Engineering from a recognized University or institute or equivalent;
- (ii) post graduate degree or post-graduate diploma in Public Health Engineering from a recognized University/institution or equivalent; and
- (iii) ten years experience in Public Health Engineering including investigation, design, constructions and operation of water supply and Sewerage installations.
- II. The departmental Deputy Adviser (Public Health Engineering) in Pay Band-3 (Rs.15,600-39,100) + Grade Pay Rs.7,600 with five years' regular service in the grade shall also be considered along with the outsiders and in case he/she is selected for appointment to the post, the same shall be deemed to have been filled by promotion.

(For S.No.3)

- I. (a) (i) holding analogous post on regular basis;
or
(ii) with five years' regular service in posts in Pay Band-3 (Rs.15,600-39,100) + Grade Pay Rs.6,600 or equivalent; and
- (b) Possessing the following educational qualifications and experience as under:
- (i) Degree in Civil Engineering of a recognized University or equivalent;
- (ii) Post graduate degree or post-graduate diploma in Public Health Engineering of a recognized University/institution or equivalent; and
- (iii) 8 years' experience in Public Health Engineering including investigation, design, construction and operation of water sewerage installation.
- II. The departmental Assistant Adviser (Public Health Engineering) in Pay Band-3 (Rs.15,600-39,100) + Grade Pay Rs.6,600 with five years' regular service in the grade shall also be considered along with the outsiders and in case he/she is selected for appointment to the post, the same shall be deemed to have been filled by promotion.

(For S.No.4)

- I. Post-graduate Degree in Public Health Engineering / Environmental Engineering of a recognized University / Institution or equivalent along with a Degree in Civil Engineering or Environmental Engineering with five years' experience in Public Health Engineering Department of Government or Semi-Government organisation or Public Body;
OR
Post-graduate Diploma in Public Health Engineering / Environmental Engineering of a recognized University / Institution or equivalent along with a Degree in Civil Engineering or Environmental Engineering with seven years' experience in Public Health Engineering Department of Government or Semi-Government organisation or public body.
- II. Age limit - not exceeding 40 years as on closing date (relaxable for Govt. servants upto 5 years in accordance with the instructions or orders issued by the Central Govt.).

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2. The period of deputation (including short term contract) including short term contract in another ex-cadre post held immediately preceding this appointment in the same or some other organization/department of the Central Government shall not exceed 5 years in case of S.No.1 & 2 and 4 years in case of S.No.3. The maximum age limit for appointment on deputation including short-term contract shall be not exceeding 56 years, as on the closing date of receipt of application.
3. Duties and responsibilities attached to the various posts are enclosed herewith.
4. The officer selected on deputation basis will have the option to draw his/her grade pay plus deputation (duty) allowance in accordance with the Ministry of Finance OM No. 2/12/87-(Estt.)(Pay-II) dated 29.4.88, as amended from time to time or to have his pay fixed in the scale of pay of the post in accordance with the rules on the subject.
5. It is requested that the applications (in duplicate) in the enclosed proforma alongwith complete and up-to-date Annual Confidential Reports of only those officers who could be spared in the event of their selection, may be sent to this Ministry within sixty days from the date of publication of this advertisement in the Employment News / Rozgar Samachar. While forwarding applications, it may be verified and certified that the particulars furnished by the officers are correct and that no disciplinary/vigilance case is pending or contemplated against the candidate. Necessary Integrity Certificate should also be furnished. Minor/Major penalties imposed on the officer, if any, during the last 10 years should also be furnished.
6. Applications received after the last date or received otherwise than through proper channel or without (1) Annual Confidential Reports (2) Integrity Certificate (3) Vigilance Clearance etc. as mentioned in the preceding paragraph or otherwise found incomplete will not be considered.

Yours faithfully,

(E.P. NIVEDITA)
Director (WS&LSG)
Tel. No.23061295

Encls : As above

BIO-DATA PROFORMA

Name of the post applied for

1. Name and address in Block letters:
2. Date of Birth (in Christian Era) :
3. Date of retirement under Central/
State/U.T. Government Rules. :
4. Educational Qualifications :
5. Whether Educational and other qualifications required for the post are satisfied
(If any qualification has been treated as equivalent to the one prescribed in the rules
state the authority for the same) :

Qualifications/experience
required

Qualifications/experience
possessed by the officer

(1)

(2)

(3)

6. Please state clearly whether in the light of entries made by you above, you meet the requirements of the post:

7. Details of Employment for the last fifteen years in chronological order. Enclose a separate sheet, duly authenticated by your signature, if the space below is insufficient.

Office/ Institution/ organisation	Post held	From	To	Scale of pay and basic pay or Pay Band & Grade Pay	Nature of duties

contd...

8. Nature of present employment i.e. ad-hoc or temporary or quasi-permanent or permanent :
9. In case the present employment is held on deputation/ contract basic, 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
10. Additional details about present employment, please state whether working under:-
- a) Central Government
 - b) State Government
 - c) U.T. Administration
 - d) Autonomous Organisation
 - e) Government Undertaking
 - f) University
 - g) Others
11. Present Scale of Pay :
12. Total emoluments per month now drawn :
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 belongs to SC/ST :
15. Remarks :

Date:

Signature of the candidate

Address _____

Date:

Countersigned _____
(Employer)

TO BE FILLED BY THE DEPARTMENT/OFFICE

Certified that the particulars furnished by the officer are correct and no disciplinary/vigilance case is pending or contemplated against him/her.

Place

Date

Signature

Designation

DUTIES & RESPONSIBILITIES ATTACHED TO THE POST OF
ADVISER (PHEE), M/o URBAN DEVELOPMENT

1. To assist the Ministry in formulation of policies, strategies and programmes for overall development of water supply and sanitation sector.
2. To prepare technical guidelines in the form of Manuals to facilitate State Government Departments and ULBs for planning, designing, implementation and O&M of water supply, sewerage, and sanitation, urban drainage, SWM projects.
3. To appraise and Monitor implementation of water supply, sewerage, solid waste management and drainage projects assisted by the MoUD and other bilateral and multilateral development agencies.
4. To coordinate development of Human Resources in the field of Public Health Engineering including training programmes for in service personnel.
5. To coordinate the development of water quality guidelines / parameters / standards in respect of drinking water and sewage with WHO, BIS etc.
6. To promote applied research including demonstration projects in the field of Public Health & Environmental Engineering
7. To coordinate the development of technology and various components required for the implementation of WATSAN projects with industry and Research and Development Agencies.

DUTIES & RESPONSIBILITIES ATTACHED TO THE POST OF
JOINT ADVISER (PHEE), M/o URBAN DEVELOPMENT

1. To assist Adviser (PHEE), CPHEEO, M/o Urban Development in matters/projects related to technical and policy aspects of the water supply, sanitation and solid waste management. It includes examination and vetting of review of projected cost of different projects, whenever such a proposal is received from implementing organization.
2. Oversee the working of Deputy Adviser (PHE)/Deputy Adviser (Training) and guide them in technical and other aspects related to the sector such as appraisal of water supply, sewerage/drainage, solid waste management schemes being implemented in the country with the financial assistance from internal and external funding agencies, training and R&D programmes, preparation of budget proposals for central sector schemes, preparation of approach paper for Annual and Five year Plans pertaining to the sector, monitoring and review of sector schemes.
3. Render technical advice/guidance to the State/U.T. Departments., Urban Local Bodies and other Central Ministries in the matter of urban water supply and sanitation sector.
4. Render guidance to the State Governments in regard to formation of Statutory Water Supply and Sewerage Boards.
5. To collaborate with BIS for preparation of standard specifications and WHO for preparation of guidelines in the field of water supply, sewerage, drainage and solid waste management.

6. To assist Adviser (PHEE)/Ministry as an Expert Member/Member Secretary on the Committees constituted by the Ministry of Urban Development in the preparation of technical manuals on Water Supply and Treatment, Sewerage and Sewage Treatment, Municipal Solid Waste Management, Operation and Maintenance of Water Supply Systems from time to time.
7. Overall supervision of working of CPHEEO Section and office administration.
8. To assist Adviser (PHEE)/Ministry in preparation of programmes for development of computer software for design of water supply, sewerage systems, creation of data bank and Management Information Systems, organizing workshops/seminars/conferences and presentation of papers for the same at National/International level.
9. Assist Ministry of Agriculture/Ministry of Home Affairs as a member of Central Team on occasions like drought, flood and other natural calamities and emergencies and in preparation of recommendations for relief measures based on site visits.

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DUTIES & RESPONSIBILITIES ATTACHED TO THE POST OF  
DEPUTY ADVISER (PHE), M/o URBAN DEVELOPMENT

1. Report to Joint Adviser (PHEE) and assist him in matters related to technical and policy aspects of water supply, sewerage & sanitation, drainage and solid waste management.
2. Scrutiny of Urban Water Supply Projects and Sewerage/Drainage Projects including Solid Waste Management schemes submitted by the Assistant Adviser (PHE) received from State Govts./UTs/Local Bodies.
3. Assist the Ministry in implementation of centrally sponsored programmes, appraisal of DPRs, convening meetings/workshops, preparation of technical guidelines etc.
4. Render technical assistance to other Ministries like Environment & Forests, Water Resource, Labour, Steel, Industry, Mines, Health and Central Pollution Control Board in respect of various projects and problems referred to by them.
5. Represent the Ministry in high level committees constituted by various Central Ministries such as Ministry of Environment & Forests, Central Pollution Control Board, Ministry of Health & Family Welfare, Ministry of Water Resources, Central Water Commission, Central Ground Water Board, Ganga Project Directorate, National Environmental Engineering Research Institute etc. and to advise such committees on various PHE/Environmental issues.
6. Process schemes put up by Assistant Adviser(PHE) received from State Govts. Seeking assistance from World Bank/UNDP/Bilateral sources and internal funding agencies such as LIC, HUDCO etc.
7. Monitor WSS schemes implemented with the assistance of World Bank/UNDP/Bilateral sources etc.
8. Provide guidance to State Govts. In regard to Constitution of Statutory Water Supply and Sewerage Boards by assisting them in preparation of draft legislations for the same.

9. Formulate and implement the programme in respect of Solid Waste Management.
10. Provide technical assistance to various States/UTs and ULBs for preparation of DPRs for water supply, sewerage and sanitation, Storm Water Drainage & SWM projects.
11. Collaborate with the Bureau of Indian Standards (BIS) for preparation of standard specifications in the field of Public Health and Environmental Engineering.
12. Attend Seminars/Workshops/Conferences at National and International level and exchange views with the experts and to interact with them for transfer of technologies from various developed and developing countries so as to replicate the same in the country in a cost effective way.
13. Hold discussions with experts from international organizations such as WHO, UNDP, World Bank etc. in order to exchange/transfer of technical and scientific information.
14. Assist in preparing and updating of Manuals and code of Practices in the field of Public Health and Environmental Engineering such as Manuals on Water Supply Treatment, Sewerage and Sewage Treatment, Manual on SWM, Storm Water Drainage, O&M of WS Systems etc. which are used as reference documents by the State Public Health Engineering Departments, Water Supply & Sewerage Boards, Local Bodies etc. in Planning, Designing, Construction and Maintenance of Water Supply and Sanitation schemes.
15. Assist various Ministries of Govt. of India in exigencies like draught and other emergencies created by natural calamities, for financial assistance under the recommendations of the Finance Commission.
16. Assist the Ministry of Industry in setting up of Industrial Growth Centres in various States/UTs in creating Water Supply & Sewerage and Solid Waste Management infrastructure facilities.
17. Any other work assigned by the Ministry of Urban Development from time to time in respect of subjects concerning environmental engineering.
18. To development Computer Software for Design of Water Supply Distribution and Sewerage Networks, Water Treatment Plants, Pumping Main etc. for the benefit of field departments.
19. To collect, process and compile information from States/UTs/ULBs on Urban Water Supply and Sanitation sector status covering the aspects such as population coverage, service level in various major cities.
20. Technical guidance to Ganga Project Directorate (GPD) and Ministry of Environment & Forests in respect of Waste Management programmes being undertaken by them.
21. Attend meeting organized by various Ministries such as Ministry of Water Resources, Central Pollution Control Board, Ministry of Industries, Ministry of Health & Family Welfare, etc. to interact on various matters pertaining to Water Resources, Water Supply, Sanitation, Solid Waste Management and Environmental protection, Health etc.

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DUTIES & RESPONSIBILITIES ATTACHED OF THE POST OF
ASSISTANT ADVISER(PHE), M/o URBAN DEVELOPMENT

1. Report to Deputy Adviser(PHE); Assist in Planning & Development of National Water Supply and Sanitation Programme in the country.
2. Appraisal/scrutiny, inspection and monitoring of Public Health and Environmental Engineering projects implemented by the State Governments/Urban Local Bodies both under the Central and State sectors.
3. Assist in organizing and conducting conferences, training courses, seminars and workshops in Public Health/Environmental Engineering.
4. Assist in preparing specifications, standards and schedules for Public Health Engineering Works.
5. Preparation of different designs for Public Health Engineering Works.
6. Compilation of technical data and other information for monitoring of programmes of Government of India, preparation of Manuals and Codes of practice for Public Health Engineering and Environmental works/Engineering sector.
7. Visit project sites in States/ULBs and assist them in preparation of DPRs pertaining to Water Supply, Sewerage, Sanitation, Storm Water Drainage and Solid Waste Management Projects.
8. Accompany Central teams constituted by Ministry of Agriculture and Cooperation and Home Affairs during natural calamities and recommend central relief measures for Water Supply and Sanitation.

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