

**File No. SCMD-10020/4/2025-SCMD  
Government of India  
Ministry of Environment, Forests and Climate Change  
Sustainable Coastal Management Division**

New Delhi  
Dated:11.04.2026

**Subject- Filling up of post of Director, National Centre for Sustainable Coastal Management (NCSCM), Chennai on Deputation (including short term contract) basis regarding.**

The National Centre for Sustainable Coastal Management (NCSCM) was established as a technical institution of Ministry of Environment, Forests and Climate Change. NCSCM is located in the campus of Anna University, Chennai. Applications are invited in the prescribed proforma for the post of Director on deputation (including short term contract). Details of eligibility conditions and nature of duties etc., are given below:

**1.Basic Details-**

<b>Name of the Post</b>	<b>Number of vacant post</b>	<b>Eligibility Conditions/Qualifications</b>	<b>Mode</b>
Director, NCSCM [Rs.1,44,200/- - 2,18,200/- (Level 14)]	01	Officers under Central Government or State Governments or Union Territory Administration/ including their attached and subordinate offices or Universities or recognized research institutions or Public Sector Undertakings or Semi-Government or Statutory or Autonomous Organizations and other Non-government bodies:  i. holding analogous posts in pay scale of [Rs.1,44,200 - 2,18,200 (Level 14) of 7th CPC] on regular basis in the parent cadre or department; Or  ii. with 2 (two) years 'regular' service in posts of Rs.1,31,100 - 2,16,600 in the Pay Level of 13A of 7 <sup>th</sup> CPC in the parent cadre or department	<b>Deputation (including short term contract)</b>

**2. Age Limit:** Maximum age limit for appointment by deputation shall be not exceeding Fifty-eight (58) years as on the closing date for receipt of applications.

### **3. Tenure and other terms and conditions:**

- Ordinarily 3 years from the date of Joining or till date of superannuation, whichever is earlier. However, based on the performance, the tenure can be extended for maximum of 2 years or till date of superannuation, whichever is earlier.
- The period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organization/Department of the Central Government shall ordinarily not exceed three years, which can be extended further up to 5 years after seeking approval of the Competent Authority as per Govt. of India norms.
- For the purpose of appointment on deputation, the service rendered on a regular basis by an officer prior to 1<sup>st</sup> January, 2006 (the date from which the revised pay structure based on the Sixth Central Pay Commission recommendation has been extended) shall be deemed to be service rendered in the corresponding grade pay or pay scale extended based on the recommendations of the Pay Commission except where there has been merger of more than one pre-revised scale of pay into one grade with a common grade pay or pay scale and where this benefit will extend only for the post(s) for which that grade pay or pay scale is the normal replacement grade without any up-gradation.


### **4. Nature of duties and responsibilities:**

- i. Responsible for execution of all policies formulated by the General Body as the case may be in pursuance of the objectives of NCSCM and shall attend to statutory requirements imposed on the function of the office of the NCSCM, Director;
- ii. Establish and lead team to achieve the objectives of NCSCM. Develop the NCSCM to achieve the World Class Institutional status;
- iii. Responsible for the management and control of the NCSCM, supervising the work of the Divisions of NCSCM, directing and overseeing implementation of research programmes and annual action plan through the staff at NCSCM;
- iv. Responsible for setting the research agenda in conjunction with the High Powered Steering Committee/ Governing Council;
- v. Promoting collaboration amongst various organizations/ institutions/ agencies and across multiple coastal sectors;
- vi. Work with the community and responsible for Research and Development, communication, and networking;
- vii. Liaise with Union Government Ministry, Departments of Union and State Governments, National and International Academic and Research Institutions, The World Bank, Non-Governmental organizations and community-based organizations in India for any matter pertaining to the day to day operation of NCSCM;
- viii. Perform such functions as may be delegated by the Chairperson of the Governing Council and/or the GC from time to time;
- ix. Responsible for all administrative and finance decisions of the NCSCM;
- x. Submission of annual plan/reports, budget and achievements to Ministry and relevant institutes/organizations;
- xi. Authorized signatory for agreements, MoU, Deeds, partnership documents, etc. and
- xii. Any other work as assigned by General Body of NCSCM or the Ministry of Environment, Forest and Climate Change.

5. The selection process is through personal interview.
6. The place of posting will be in Chennai or at any other location in India as required.
7. Applicants working in Central / State Government departments / Autonomous Institutions of Central / State Governments should send their applications through proper channel and produce No Objection Certificate at the time of interview.
8. Applications without attested copies of relevant certificates, and without photograph will be summarily rejected.
9. Applications received after the due date, unsigned applications, applications where the post number is not filled in/ not filled in correctly, applications if not followed by the copy through proper channel, and applications incomplete in any respect, will not be considered.
10. Vigilance clearance from competent authority along with attested copies of ACR/APARs for the last five years to be enclosed along with the application.
11. Canvassing in any form will lead to disqualification.
12. No interim inquiries will be entertained.
13. It may be noted that if, at any stage, it is discovered that an attempt has been made by the applicant to willfully conceal or misrepresent the facts, his/her candidature will be summarily rejected or his/her employment terminated
14. Applications in the prescribed format as available at the NCSCM website (<http://www.ncscm.res.in>) and Ministry of Environment, Forests and climate change Website (<https://moef.gov.in/>) should be submitted along with attested copies of pertinent certificates etc. within 45 days from the date of publishing of advertisement in Employment News/National Newspapers i.e 11.04.2026. **Therefore, last date for submission of hard copy is before 5 PM on 26.05.2026.**
15. The duly filled in **hard copy** of the application duly verified from CCA or HoD with enclosures should be sent by Speed Post to: **Deputy Secretary, Sustainable Coastal Management Division, 202, Vayu Wing, Ministry of Environment, Forest and Climate Change, Jor Bag, New Delhi-110003** and also be emailed to **scmd-moefcc@gov.in**. The envelope containing duly filled application and supporting documents should be superscribed "**Application for the post of Director, NCSCM on deputation/short term contract basis**".
16. Cadre Controlling Authorities/Head of Departments are requested to forward applications of eligible and willing candidates whose services can be spared on deputation (including short term contract) basis immediately on their selection along with the following documents:
  - Attested copy of application in prescribed format
  - Cadre Clearance Certificate from the Controlling Authority

- Statement giving details of Major/Minor penalties, imposed upon officer, if any, during the last 10 years
- Vigilance Clearance of the officer
- Photocopy of ACRs/APARs for the last 5 years .

17. The competent authority may restrict the number of candidates to be called for interview to a reasonable limit on the basis of qualification and experience.



Anuj Chandak  
Deputy Secretary, SCMD

## APPLICATION FORMAT

Affix recent  
passport size  
photograph

1	<b>Post applied for</b>	<b>DIRECTOR</b>
2	Name & Address (in Block Letters) With e-mail address and contact/Mobile No.	Name:  Address:  e-mail address:  Mobile Number:
3	Date of Birth (in Christian era) (dd/mm/yyyy)	
4	Date of entry into Govt. Service	
5	Date of Retirement under Central Govt. rules	
6	Whether belongs to SC/ST/OBC	
7	Educational qualifications	
8.	Experience possessed by the officer (enclose separate sheet, if required)	
9.	Please state whether you are applying for deputation or Short-Term Contract	
10.	If earlier worked on deputation whether cooling off period of 3 years since last deputation completed, as per rules (if yes, please also indicate the date of repatriation)	

11. Details of employment in chronological order. Enclose a separate sheet, duly authenticated by your signature, if the space below is insufficient

Office/Institute/ Organization	Post held	From	To	Scale of Pay & Basic Pay	Appointment i.e., whether regular/ad-hoc/ deputation	Nature of duties (highlighting experience required for the post applied for)

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

(Signature of the applicant)

**Place:**

**Date:**

**(Certification by the employer/Cadre Controlling Authority)**

It is certified that the information furnished by Shri/Smt./ Dr.\_\_\_\_\_ has been checked as per the service records of the individual and found correct.

2. There is no disciplinary/ vigilance case pending/ contemplated against Shri/ Smt./ Dr\_\_\_\_\_. His/ Her integrity is beyond doubt.

3. No major/minor penalty has been imposed on him/her during the last 10 years Or a list of major/minor penalties imposed on him/her during the last 10 years is enclosed (as case may be).

4. His/ Her CR/APAR dossier in original is enclosed/photocopies of the ACRs for the last 5 years are enclosed.

5. In the event of his/her selection, he/she will be relieved of his/ her duties from this office.

**Date:**

**(Signature of the competent authority)**

**Office Seal**



Anuj Chandak  
Deputy Secretary, SCMD