

File No. MoEFCC:E.1-4/2020-BI(NAEB)Part4 [Comp. No.164942]
Government of India
Ministry of Environment, Forest and Climate Change
National Compensatory Afforestation Fund Management and Planning Authority

Sub: Advertisement for engagement of two (02) Research Associates (on contractual basis) in the National Afforestation and Eco-Development Board (NAEB), Ministry of Environment, Forest and Climate Change, New Delhi – regarding.

Applications in the prescribed format are invited for engagement of two (02) Research Associates (on contractual basis) in the National Afforestation and Eco- Development Board (NAEB), Ministry of Environment, Forest and Climate Change at 7th Floor, Pt. Deendayal Antyodaya Bhawan, CGO Complex, Lodhi Road, New Delhi – 110003. The vacancy circular is available on website <https://moef.gov.in> under the link recruitment. The last date of receipt of application is **29.05.2026 (Friday) till 05:00 PM.**



(Pawan Jeph)
Assistant Inspector General of Forests

भारत सरकार
Government of India
राष्ट्रीय प्रतिपूरक वनरोपण निधि प्रबंधन एवं योजना प्राधिकरण
National Compensatory Afforestation Fund Management and Planning Authority
पर्यावरण वन और जलवायु परिवर्तन मंत्रालय
Ministry of Environment, Forest and Climate Change
3rd Floor, Supreme Court Metro Station Building, New Delhi-110001
ई-मेल/ E-mail: nationalcampa-moefcc@gov.in

दिनांक/ Dated: 08th May, 2026

VACANCY CIRCULAR

Applications in the prescribed format are invited for engagement of two (02) Research Associates (on contractual basis) in the National Afforestation and Eco- Development Board (NAEB), Ministry of Environment, Forest and Climate Change at 7th Floor, Pt. Deendayal Antyodaya Bhawan, CGO Complex, Lodhi Road, New Delhi – 110003.

The Terms of Reference (TOR) for engagement of Research Associates in the National Afforestation and Eco-Development Board (NAEB), Ministry of Environment, Forest and Climate Change, at 7th Floor, Pt. Deendayal Antyodaya Bhawan, CGO Complex, Lodhi Road, New Delhi – 110003, are as under:

I. Duties and Responsibilities:

- a) To assist the Inspector General of Forests (NAEB) in implementation of Nagar Van Yojana.
- b) Provide overall technical support related to activities under all the components and sub-components of the Scheme(s).
- c) Coordinate with all States for submission of project proposals, assist in scrutiny of the proposals received from States as per Guidelines.
- d) Provide inputs and assist in preparing monitoring framework of the scheme.
- e) To work in close coordination with implementing agencies for submission of data, mandatory documents etc. relating to the Scheme(s).
- f) Will assist in compiling data, formulation of technical report, and publication of outcome and best practices of the scheme.
- g) Will provide technical inputs training support on the use of spatial technologies and tools in developing quality improvement programs and in overall monitoring.
- h) She/he will be responsible for ensuring that relevant data on scheme(s) interim and outcome indicators in the project's results framework are being collected, compiled and entered in the project's MIS.
- i) She/he will support preparation of semi-annual/annual project progress reports covering issues related to all the components and reflecting achievements and challenges.
- j) Any other responsibility as allocated by the IGF (NAEB).

II. Qualification and Experience:

Essential:

- a) Master's Degree from any recognized university in Forestry/ Forestry Management/ Natural Resource Management/ Environmental Science / Environmental Biology / Life Sciences/ Information Sciences/ Economics with Statistics/Agriculture with Statistics or Agricultural Economics.
- b) At least minimum 01 years working experience in a Government Agency/ council regarding the implementation of National Level Scheme or Programme.
- c) Proficiency in computer operations, accounting software and standard MS office applications (Word, Excel, Power point).
- d) Fluency in English and Hindi.

Desirable:

- a) Post-qualification working experience in the field of Forestry/ Environment Conservation/ experience of working with reputed Organisation/ NGOs in the field of Natural Resource Management / Forestry.
- b) Knowledge and work experience in the MoEF&CC will be an added advantage.

III. Age Limit: The maximum age limit shall be 45 years as on the date of advertisement.

IV. Consolidated remuneration: Rs.40,000/- per month.

V. Terms & Conditions of Engagement:

- a) The appointment of the above will be of a temporary (non-official) nature and can be cancelled at any time by the National Authority and/or National Afforestation and Eco-Development Board (NAEB) without assigning any reason.
- b) Absence from duty for a continuous of 8 days without any information shall lead to automatic termination of contractual agreement.
- c) Other conditions of engagement of the Consultants will be as per guidelines issued by the Ministry from time to time in this regard.
- d) They will be governed by the Official Secrets Act, 1923, as amended from time to time and will not disclose to any unauthorized person(s) any information/data that may come to their notice during the period of their engagement as 'Research Associate' in the Ministry. All such documents will be the property of the Government.
- e) They will not utilize or publish or part with, to a third party, any part of the data or statistics or proceedings or information collected for the purpose of their assignments or during the course of, assignment for the National Afforestation and Eco-Development Board (NAEB) without the express written consent of the National Afforestation and Eco-Development Board (NAEB).
- f) The Intellectual Property Rights (IPR) of the data collected as well as deliverables produced for the Department shall remain with the Department.
- g) They will maintain highest standards of integrity, transparency, competitiveness, economy and efficiency while working as Research Associate in National Afforestation and Eco-Development Board (NAEB). The Research Associate so appointed shall in no case represent or give opinion or advice to others in any matter which is adverse to the interest of the Department nor will they indulge in any activity outside the terms of the contractual assignment.
- h) Research Associate shall not be entitled to any kind of allowance or accommodation facility. However, should they require to travel inside the country in connection with the official work of the National Afforestation and Eco-Development Board (NAEB), TA/DA as admissible to a Research Associate will be paid to him/her after obtaining approval of the competent authority.

- i) Tax Deduction at Source (TDS): TDS as admissible shall be deducted from the monthly remuneration of Research Associate. A TDS certificate shall be issued by the concerned DDO on demand.

VI. Procedure for Selection: The Screening Committee constituted in the National Authority/ MoEFCC will scrutinise the applications and select Research Associate based on the eligibility criteria as stated above.

VII. Termination of Consultancy: The engagement of Research Associate can be terminated by the National Afforestation and Eco-Development Board (NAEB) and/or National Authority at any time without assigning any reason thereof. However, Research Associate will have to give 30 days' advance notice or remuneration in lieu thereof before resigning from the engagement.

VIII. How to apply: Interested candidates fulfilling the requisite qualification and experience may apply and send his/her application through email to **nationalcampa-moefcc@gov.in** in the prescribed application form (Annexure-I) along with CV and all supporting documents (photographs, qualification and experience) **latest by 29.05.2026 (Friday) till 05:00 PM.**

The National Afforestation and Eco-Development Board (NAEB) and/or National Authority reserves the right to accept or reject in part or in full or all the responses without assigning any reason whatsoever. Only candidates whose candidature has been provisionally accepted shall be called for interview. No TA/DA will be provided for appearing for the interview. Incomplete applications or applications received after the due date will be rejected.

Application Form: Annexure-I



(Pawan Jeph)

Assistant Inspector General of Forests

Application Form for engagement of Research Associate in the National Afforestation and Eco-Development Board (NAEB), MoEF&CC, New Delhi

1. Name:
2. Father's Name:
3. Date of Birth:
4. Domicile:
5. Nationality:
6. Mailing Address (Telephone/ Mobile No., e-mail address):
7. Permanent Address:
8. Educational Qualification (Graduation and above level):

Recent Passport size
photograph
(3.5 cmX3.5 cm)

S. No.	Course	Subject	University/Institute	Year of Passing	Division/Class/ Percentage

9. Desirable Educational Qualification:

S. No.	Course	Subject	University/Institute	Year of Passing	Division/Class/ Percentage

10. Essential Work Experience:

S. No.	Organization/Institute	Period (From-To)	Nature of Work	Remarks

11. Desirable Work Experience:

S. No.	Organization/Institute	Period (From-To)	Nature of Work	Remarks

12. Any other information:

Date and Place

Signature

Full name of the Applicant

Declaration

I solemnly declare that all the information provided/ statements made in this applicable are true, complete and correct to the best of my knowledge and belief. I understand and agree that in the event of any information being found false or incorrect/ incomplete or ineligibility being detected at any time before or after selection/interview, my candidature is liable to be rejected and I shall be bound by the decision of the National Authority.

Further. I have read the vacancy circular and I am ready to accept all the terms and conditions for engagement of Research Associate.

Date and Place

Signature

Full name of the Applicant