

F. No. 07/32/2022-DRT  
Government of India  
Ministry of Finance  
Department of Financial Services  
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3<sup>rd</sup> Floor, Sansad Marg,  
Jeevandeep Building  
New Delhi-110001

Dated, the 16<sup>th</sup> August, 2022

**Vacancy Circular**

**Subject: – Selection for the posts of Presiding Officer in Debts Recovery Tribunals-reg.**

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**1. Tribunal:** – The Debts Recovery Tribunals (DRTs) are established under The Recovery of Debts and Bankruptcy Act, 1993 for expeditious adjudication and recovery of debts due to banks and financial institutions and for matters connected therewith or incidental thereto. There are currently 39 Debts Recovery Tribunals in India. A Presiding Officer, upon selection, may be posted at any of these places.

**2. Vacancy:** – Applications are being invited for the existing vacancies of Presiding Officers in (i) DRT-2 Kolkata and (ii) DRT-3 Kolkata and also to prepare a panel of candidates for filling up anticipated vacancy of Presiding officer in DRT-2, Delhi.

| Name of Post                      | Date of vacancy       |
|-----------------------------------|-----------------------|
| Presiding Officer, Kolkata, DRT-2 | 02.08.2022            |
| Presiding officer, Kolkata, DRT-3 | 16.07.2022            |
| Presiding Officer, Delhi, DRT-2   | 15.09.2022 (Expected) |

**3. Qualification:** - The qualifications, eligibility, salary and other terms and conditions of the appointment of a candidate will be governed by the provisions of the Tribunal (Conditions of Service) Rules, 2021.

As per Rule 3 (8) of the Tribunal (Conditions of Service) Rules, 2021, a person shall not be qualified for appointment as Presiding Officer of Debts Recovery Tribunal, unless he, is, or has been, a District Judge.

As per proviso under Section 3(1) of the Tribunal Reforms Act, 2021, 'a person who has not completed the age of 50 years as on the last date for submission of application, shall not be eligible for appointment as a Chairperson or Member.'

**4. Tenure:**- As per Section 5 (i) of The Tribunal reforms Act, 2021, Presiding Officer of a DRT shall hold office for a term of four years or till he attains the age of seventy years, whichever is earlier.

**5. Procedure for selection:** – The Search-Cum-Section Committee constituted under the Tribunal Reforms Act 2021 for recommending names for appointment to the said post shall scrutinise, or cause to be scrutinized, the applications with respect to suitability of application for the posts by giving due weightage to qualification and experience of candidates and shortlist candidates for conducting personal interaction.

The final selection will be done on the basis of overall evaluation of candidates done by the Committee based on the qualification, experience and personal interaction.

**6. Application Procedure:** - Applications of eligible and willing officers are requested through proper channel (wherever applicable) and should be accompanied with following documents:

- (i) Bio-data in the proforma at Annexure-I
- (ii) Certificate to be furnished by the employer/ head of office/ forwarding authority as in Annexure-II (where ever applicable)
- (iii) Clear photocopies of the up-to-date CR/APAR dossier of the officer containing CR/APARs of at least last five years i.e. from 2016-17 to 2020-21 duly attested by a Group A officer. In case ACR/APAR for a period more than 3 months is not recorded, then ACRs/APARs prior to five years for the matching period along with No Report Certificate (NRC) may be submitted (where ever applicable)
- (iv) Cadre clearance (In case of serving candidates)
- (v) Integrity certificate/clearance from vigilance and disciplinary angle as in Annexure III (In case of serving candidates)
- (vi) Statement giving details of major or minor penalties, if any, imposed on the officer during the last ten years

7. No TA/DA will be admissible to the candidates to be called for interview/interaction. The candidates are required to make their own arrangements.

8. Advertisement and Prescribed application form can be downloaded from Department's website (URL: <https://financialservices.gov.in/vacancy>)

9. Any incomplete application or application received after due will not be entertained. This Department will not be responsible for the postal delay/ loss of application, for reasons whatsoever. It is, therefore, in the interest of applicant to ensure that his application reaches well within the closing date as stipulated.

10. The last date of receipt of the applications will be the crucial date for ascertaining the eligibility of the applicants.

11. Duly filled in original applications in the prescribed format should reach the Under Secretary (DRT), Department of Financial Services, 3<sup>rd</sup> Floor Jeevan Deep Building, Sansad Marg, New Delhi-110001 latest by 5:00 PM on or before 23<sup>rd</sup> September, 2022.



(Subhashchandra Amin)  
Under Secretary to the Govt. of India

**Annexure-I**

**PROFORMA**

Space for  
photograph duly  
signed by  
candidate

1. Name:
2. Date of Birth:
3. Category (SC/ST/OBC/UR):
4. Designation/Profession:
5. Contact Details:

|                 | Residential |           | Official |
|-----------------|-------------|-----------|----------|
|                 | Present     | Permanent |          |
| Address:        |             |           |          |
| Mobile/Phone No |             |           |          |
| Email:          |             |           |          |

6. Cadre/Service [Wherever applicable]:

7. Educational qualification (bachelor and above in reverse chronological order):

| Sl. No. | Name of University/ Equivalent Institution | Degree | Year of passing | Division/ % of marks obtained | Academic Distinction | Subject/ Specialization |
|---------|--|--------|-----------------|-------------------------------|----------------------|-------------------------|
|         |  |        |                 |                               |                      |                         |
|         |  |        |                 |                               |                      |                         |
|         |  |        |                 |                               |                      |                         |

8. Work Experience:

Employment record in chronological order; starting with present employment, list in reverse:

| Sl. No. | Name & address of employer | Designation, Pay or Scale of pay (Pay in Pay Matrix) | Period of Service |    | Nature of work/ experience |
|---------|----------------------------|--|-------------------|----|----------------------------|
|         |                            |  | From              | To |                            |
|         |                            |  |                   |    |                            |
|         |                            |  |                   |    |                            |

9 A Whether the candidate is or has been a District Judge (Yes/ No)?

9 B. If 'Yes', details along with tenure:

10. Present Pay-level and Basic Pay (If retired, last pay drawn):

11. Write up on adjudicating and administrative experience:  
(Not more than 200 words)

12. Number of cases disposed of in past 2 years or last 2 years of service (if retired):

13. Awards/honours/publications, if any:

14. Affiliation with the professional bodies/institutions/societies/or any other body including political party:

15. Any other Qualification/ Experience not covered above:

16. Additional information, if any, which, you would like to mention in support of the application for the post:

17. Preference for place of posting

- 1.....
- 2.....
- 3.....

### DECLARATION

1. I certify that the foregoing information is correct and complete to the best of knowledge and belief and nothing has been concealed/distorted. If at any time I found to have concealed/distorted any material information; my appointment shall be liable to summary termination without notice.

2. I shall not withdraw my candidature after the meeting of the Selection Committee.

3. I shall not decline the appointment, if selected for appointment by Government.

4. I shall join within 30 days from the date of issue of order of appointment.

5. I am aware that in case I violate any of the conditions mentioned at Sl. No.2 to 4, the Government of India is likely to debar me for a period of three years for consideration for appointment outside the cadre and in any Autonomous Body/Statutory Body/Regulatory Body.

Place:

Date:

Signature of the candidate

**CERTIFICATE TO BE FURNISHED BY THE EMPLOYER/HEAD OF  
OFFICE/FORWARDING AUTHORITY**

1. Certified that the particulars furnished by Shri/Smt/Kum\_\_\_\_\_are correct and he/she possesses educational qualifications and experience mentioned in Annexure-I.
2. It is also certified that there is no vigilance/ disciplinary case either pending or being contemplated against him/her and vigilance clearance issued by CVO in the enclosed Annexure (III).
3. His/her integrity is certified.
4. No major or minor penalty was imposed on Shri/Smt/Kum\_\_\_\_\_during the last 10 years period.
5. The up-to-date attested Photostat copies of ACR/APAR of last years (each Photostat copy of ACR/APAR should be attested) in respect of Shri/Smt/Kum\_\_\_\_\_in enclosed herewith.

Seal & Signature of the cadre controlling Authority

**PARTICULARS OF THE OFFICERS FOR WHOM VIGILANCE CLEARANCE IS  
BEING SOUGHT**

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

1. Name of the Officer (in full) :
2. Fathers 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 (During ten preceding years):

| Sl. No. | Organisation (name in full) | Designation & Place of Posting | Administrative/ Nodal Ministry/ Department concerned (in case of officers of PSUs etc.) | From | To |
|---------|-----------------------------|--------------------------------|---|------|----|
|         |                             |                                |   |      |    |

8. Whether the officer has been placed on :  
the agreed list or list of Officer 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 awards to :  
the officer during the last 10 years and if  
so, the date of imposition and details of penalty (\*)
11. Is any disciplinary/ criminal proceedings :  
or charge sheet pending against the  
officer as on date (if so, details to be  
furnished, including reference number, if any of the Commission)
12. Is any action contemplated against the :  
Officer as on date (if so, details to be furnished (\*)  
(\* ) If vigilance clearance had been obtained from the Commission in the past, the  
information may be provided  
for the period thereafter,  
Date:

(NAME AND SIGNATURE)