GOVERNMENT OF INDIA
MINISTRY OF RAILWAYS
(RAILWAY BOARD)

No.E(NG)I-2019/DP/34 New Delhi dated 04.12.2019

The General Managers (P)
All Indian Railways &
Production Units.

The Chief Managing Directors,
All Public Sector Undertakings of Ministry of Railways,
RLDA & CRIS etc.

Sub:- Temporary deputation of Coordinators (Medical)/ Doctors/ Paramedics to Consulate General of India, Jeddah, Saudi Arabia for Haj 2020 – regarding.

Please find enclosed a copy of Ministry of Minority Affairs (Haj Division)'s O.M. No. 16/06/2019-Haj-MoMA dated 20.11.2019 on the above subject and recommend the names of suitable and willing male and Female Muslim Permanent Railway employees to be considered for deputation on temporary duty to Consulate General of India, Jeddah for rendering assistance to Haj Pilgrims as Coordinators(Medical) and Paramedics for Haj-2020. Necessary particulars of the recommended employees may be sent to **this office** latest by **27.12.2019 positively. It may be ensured that names of those employees who fulfill the eligibility conditions as in Annexure'A' should only be sent within the prescribed time in one lot.**

Hindi version will follow.

(M.K. MEENA)
Deputy Director Estt.(N)
Railway Board

DA: As above (6 pages).

No. E(NG)I-2019/DP/34 New Delhi dated 04.12.2019

Copy to:
1. The General Secretary, All Indian Railwaymen's Federation, Room No.253, Rail Bhavan, New Delhi.
2. The General Secretary, National Federation of Indian Railwaymen, Room No.256-E, Rail Bhavan, New Delhi.

for Secretary/Railway Board.

Copy to: ERB-IV, E(O)II and Security (E) & Health Branch

966395073

SN-1

E(O)-II/633/2611

No.16/06/2019-Haj-MoMA
भारत सरकार
Government of India
अल्पसंख्यक कार्य मंत्रालय
Ministry of Minority Affairs
(Haj Division)

West Block-VIII, Wing-II, 1st Floor,
Sector-1, R.K. Puram, New Delhi-110066.
Date: 20.11.2019

OFFICE MEMORANDUM

Subject: Temporary deputation of Coordinators (Medical) / Doctors / Paramedics to Consulate General of India, Jeddah, Saudi Arabia for Haj 2020 - regarding.

Ministry of Minority Affairs invites applications from **Male and Female Muslim Permanent Employees** working in **Central Government/ State Governments/ UTs' Administration/ PSUs/ Autonomous Bodies** for temporary deputation to Consulate General of India, Jeddah, Saudi Arabia, to render assistance to Haj pilgrims as **Coordinators (Medical), Doctors and Paramedics (Allopathic) for Haj-2020.** Employees working on Temporary / Part-time / Seasonal / Contractual / Ad-hoc basis are not eligible for said deputation. The period of deputation will be approximately 02-03 months tentatively from June, 2020 to August, 2020.

2. The eligibility criteria and other terms & conditions are at Annexure-A. Applicant should fill-up the application online which is available on website: **www.haj.nic.in/deputation**. A hard copy of the online filled in application form, in original, duly approved by the respective Competent Authority along with requisite enclosures marked with "**Application for Deputation to CGI, Jeddah as Coordinators (Medical) / Doctors / Paramedics**" on top of the envelope should be sent to the following address:

Under Secretary (Haj-II),
Haj Division,
Ministry of Minority Affairs,
West Block-VIII, Wing-II, 1st Floor,
Sector-1, R.K. Puram,
New Delhi-110066.

7/11/19

3. The selection of deputationists in respect of Doctors and paramedics will be done on the basis of experience, specialization and desirable qualifications while the selection of Coordinators (Medical) will be done on the basis of Interview of the eligible applicants. No TA /DA or any other allowances for appearing in interview shall be paid by the Ministry of Minority Affairs. Preference, however, will be given to those candidates who are working in Central Government, Police & Para military services or having experience in public administration. Ministry's decision regarding selection of candidates shall be final. No correspondence, in this regard, will be considered from any applicant.

4. The selected candidates should apply for an official passport at their nearest Regional Passport Offices (RPOs) immediately on receipt of the selection letter. Haj Division will not entertain any request for arranging Official Passports. Details of RPOs are available at website: http://passportindia.gov.in/.

5. **The last date** for filling-in online application is **20th December 2019**. **The last date** for receipt of hard copies of online filled applications along with requisite enclosures is **05th January, 2020.**

(Md. Nadeem)
Under Secretary to the Government of India
Tel: 011 26160031

To:

1. Chief Secretaries of all States and Union Territories.
2. Secretaries/ Principal Secretaries, Health Department of all States and Union Territories- with a request to disseminate this OM to all Government Hospitals under its administrative control.
3. Secretaries/ Principal Secretaries of Department looking after Minority Welfare of all States/UTs.
4. Ministry of Health & Family Welfare, Maulana Azad Road, New Delhi, Delhi 110011-with a request to disseminate this OM to all Government Hospitals under its administrative control.
5. Ministry of Defence, South Block, Central Secretariat, New Delhi, Delhi 110011- with a request to disseminate this OM to all concerned Government Doctors and Paramedics under its administrative control.
6. Ministry of Railways, Room No. 256-A, Rail Bhavan, Raisina Road, New Delhi, Delhi 110001- with a request to disseminate this OM to all Government Hospitals under its administrative control.
7. All attached/ subordinate/ autonomous bodies and PSU under MoMA.
8. Haj Committee of India, Mumbai with a request to upload the circular on the website of HCoI for wider circulation.
9. All State Haj Committees.
10. Technical Director, NIC, MoMA with a request to upload the circular on the website of the Ministry and Haj Division.
11. Ministries/ Departments of the Government of India (other than mentioned above).
12. AIIMS(All branches), Safdurjung Hospital, PGIMER(Chandigarh), Christian Medical College Vellore, Deen Dayal Upadhyay Hospital(Delhi), Ram Manoohar Lohia Hospital(Delhi), King Edward Memorial Hospital(Maharashtra), Tata Memorial Hospital (Maharashtra), Sanjay Gandhi Post Graduate Institute of Medical Sciences (Uttar Pradesh) and other Government Hospitals in India.

SN.11/1

ANNEXURE "A"
Medical Personnel

GOVERNMENT OF INDIA
Ministry of Minority Affairs
(Haj Division)

*****

Eligibility Criteria and other Terms & Conditions for Temporary Deputation of Coordinators (Medical), Doctors and Paramedics to Consulate General of India, Jeddah, Saudi Arabia for Haj-2020.

Applicant should ensure that the hard copy of the **online filled** in application **in original** duly approved by the Competent Authority is sent to the Haj Division of the Ministry of Minority Affairs by the specified due date. Attention of the applicants is also invited toward Clause 20 of the CCS (Conduct Rules), 1964 which says, "**No Government servant shall bring or attempt to bring any political or other outside influence to bear upon any superior authority to further his interests in respect of matters pertaining to his/her service under Government.**" Ministry may initiate disciplinary action against such applicants who violate the above-mentioned clause.

1. Instructions for applicant:

(a) Applicant should fill-up application online which is available on website: **www.haj.nic.in/deputation.**

(b) A hard copy of online filled in application **in original** should be sent along with following enclosures:

(i) Certificate in original in the prescribed format appended to the application form along with a letter forwarding the application from the Competent Authority. Applications received without the approval of the Competent Authority **will not be considered**.

(ii) Duly self attested Matriculation/SSC certificate or any other documents in support of Date of Birth.

(iii) Medical fitness certificate **(in original)** from a Government Hospital. Applicant must not be suffering from any serious ailment including heart disease, hypertension, diabetes, asthma and kidney problems etc. Certificate issuing authority will be held responsible if information furnished is found false or incorrect, Govt. of India can recover full or partial amount spent on applicant.

(iv) Latest Salary Slip.

(c) **Please note:**

(i) Applicant should fill-up application online. Advance copy of the application/ hand written application, application with corrections or incomplete in any form without enclosures will not be considered. Application not duly forwarded through the proper channel or received after the due date will not be considered by the Ministry.

(ii) Paramedics deputed to CGI, Jeddah for **three or more times** in the past are not eligible except female Pharmacists.

(d) A hard copy of the application form **in original** duly approved by their respective Competent Authority along with the requisite enclosures marked with "**Application for Deputation to CGI, Jeddah as Coordinators (Medical) / Doctors / Paramedics**" on top of the envelope should be sent to the following address:

Under Secretary (Haj-II),
Haj Division,
Ministry of Minority Affairs,
West Block-VIII, Wing-II, 1st Floor,
Sector-1, R.K. Puram,
New Delhi-110066.

2. **Eligibility Criteria:**

Coordinators (Medical):

- The applicant should be a permanent employee and presently serving in Central Government / State Governments/ UTs' Administration / PSUs / Autonomous Bodies. Applicant should not be below the level of Chief Medical Officer (CMO) i.e. equivalent to the **Grade Pay of Rs.8700 in PB-IV in 6th CPC or Level -13 in 7th CPC.**
- The applicant should not be less than 25 years and more than 60 years of age as on 01.01.2020. (Applicant must attach Matriculation / SSC Certificate or any other document in support of Date of Birth).
- Unani, Ayurveda, Homeopathic Doctors and Dental Surgeons **need not apply.**

Doctors:

- The applicant should be **a permanent employee** and presently serving in **Central Government / State Governments / UTs' Administration/ PSUs/ Autonomous Bodies** and should have **minimum three years experience** as Medical Officer. The applicants having 2 years service will also be considered if sufficient number of applications is not received from applicants having 3 years of experience.
- **Allopathic Doctors Only**: General Practitioners (Minimum qualification MBBS) specialists from the field of Orthopedics, General Surgery, Ophthalmology, ENT, General Medicine, Pulmonary Medicine, Radiology, Pediatrics, Anesthesia, Psychiatry, Dermatology, Pathology, Community Medicine, Obstetrics/Gynecology, TB & Chest Cardiology.

- The applicant should not be less than 25 years and more than 60 years of age as on 01.01.2020. (Applicant must attach Matriculation / SSC Certificate or any other document in support of Date of Birth).

- Doctors holding senior posts including Professors / Readers, Medical Superintendents / Deputy Medical Superintendents, Microbiologists, Unani, Ayurveda and Homeopathic Doctors and Dental Surgeons **need not apply**.

- The candidates applying for Doctors may also apply for Coordinator (Medical), if eligible.

Paramedics:

- The applicant should be a permanent employee and presently serving in Central Government/ State Governments / UTs' Administration / PSUs / Autonomous Bodies and should have minimum five years experience.

- Candidates applying for the post of Nurse / Pharmacist / Lab Technician / X-Ray Technician / ECG Technician should hold a Degree or Diploma in Pharmacy / Nursing / Lab Technology / X-Ray Technology/ ECG Technology respectively.

- The applicant should not be less than **30 years and more than 55 years of age as on 01.01.2020.** (Applicant must attach Matriculation / SSC Certificate or any other document in support of Date of Birth).

- Auxiliary Nurses / Midwives are **not eligible** to apply.

Note: **Employees working on Temporary / Part time / Seasonal / Contractual / Ad-hoc basis are not eligible for deputation.**

3. Desirable Qualifications:

- Due weightage will be given to applicants having knowledge of Arabic and regional languages.

- Functional knowledge of the basic computer work (such as Microsoft Office).

Attachments (Optional) which may be attached with the application.

- Certificate of Arabic Language proficiency.

- Certificate of proficiency in Data entry / Computer Applications.

4. Pay & Allowances:

- During the period of deputation, Basic Pay, HRA and Foreign Allowance as admissible shall be paid as per instructions of Government of India issued from time to time. HRA will however not be paid to those employees who are in possession of Government accommodation in any city in India.

- No Daily Allowance would be admissible for the period of deputation at CGI, Jeddah.

- Economy class air ticket to & fro Jeddah would be provided to the deputationists.

- The selected candidates will be entitled to normal baggage allowance of 20 Kgs.

- Accommodation would be provided on sharing basis to the deputationists.

- The officials selected will be entitled for eight days preparation/joining time before departure. **However, no payment** will be made in case the applicant is **not able to** proceed to Saudi Arabia or stays beyond eight days preparation time on account of any administrative exigency.

- No joining / preparation time is admissible on return from deputation i.e. Jeddah.

- No conveyance allowance shall be paid for completing various formalities in Delhi.

- Expenditure on account of to & fro air travel to Jeddah will be borne by the Ministry of Minority Affairs.

- Expenditure on account of salary, preparation time and accommodation in Saudi Arabia during the deputation period will be borne by the CGI, Jeddah from the budget provided by the Ministry of Minority Affairs.

5. Deployment and Duties of the Deputationists:

- The services of the deputationists will be at the disposal of the Consulate General of India (CGI), Jeddah during their deputation and they will be deployed by CGI, Jeddah for rendering appropriate medical services to the pilgrims at various Hospitals and Branch Dispensaries in Makkah, Madinah, Haj terminal at Jeddah, camps at Mina and Arafat, etc. on functional basis.

- They will also be deemed to be on 24 hours duty during the entire period of deputation and will be allocated tasks for specified duration depending on exigencies. **No extra remuneration or compensation** will be payable to them except the normal admissible Foreign Allowance.

- Providing medical assistance to the pilgrims at their Maktabs and camps during the pilgrimage.

- Providing assistance and guidance to the pilgrims on health related issues in performing daily activities during the pilgrimage.

6. General Conditions:

- The applicant must be physically fit, able to withstand the harsh climate, tough living conditions and the long duty hours in Saudi Arabia.

- If the selected candidate **does not report** to the Ministry within the stipulated time, the next candidate (s) in the waiting list would be considered without serving any notice to the non-reporting candidate(s).

- If any information given by the candidate is found wrong at any stage, his candidature will be cancelled. The department concerned shall be asked to take appropriate disciplinary action against the candidate and the expenditure incurred by Ministry will be recovered.

- The selected candidates will not be allowed to take any of their family members, including spouse, even at their own cost.

- The selected candidates are not allowed to interact with the media. Violation of this condition will result in immediate recall and disciplinary action.

- The deputationists should always be in civil clothes.

- Failure to perform duties assigned to the deputationists satisfactorily could lead to immediate repatriation to India and disciplinary action, including partial or full recovery of the Government money spent on his deputation.

- **Please note, if any selected Female Deputationist is found pregnant at the time of departure to Jeddah for Haj duties, she would not be allowed to proceed for Haj Deputation.**

*****