

**मुख्यालय पुलिस महानिदेशक, उत्तर प्रदेश, लखनऊ।**

टावर-2, पुलिस मुख्यालय, शहीद पथ, गोमतीनगर विस्तार, लखनऊ-226002

संख्या-डीजी-1-27(52)2022

दिनांक: दिसम्बर

,2022

सेवा में,


समस्त पुलिस महानिरीक्षक  
उत्तर प्रदेश।

कृपया शासन के पत्र संख्या-411जीआई/छ:पु0से0-2-2022 दिनांक 05-12-2022 के साथ गृह मंत्रालय, भारत सरकार, नई दिल्ली के पत्र संख्या-1-12015/02/2022-NCB-II दिनांक 18.11.2022 द्वारा उप महानिदेशक, एन0सी0बी0 के पद पर प्रतिनियुक्ति हेतु उपयुक्त एवं इच्छुक अधिकारियों के नामांकन मांगे गये हैं।

2- उपरोक्त पत्र उ0प्र0 पुलिस की वेबसाइट में (Personal »IPS »Important Circular) में अपलोड है।

3- उपरोक्त पत्र में अंकित पदों पर प्रतिनियुक्ति हेतु इच्छुक हों एवं समस्त अर्हताएं पूर्ण करते हों तो आवेदन पत्र निर्धारित प्रारूप में दिनांक 25.12.2022 तक इस मुख्यालय को उपलब्ध कराने का कष्ट करें।

संलग्नक-यथोपरि।

  
(एन0 रविन्दर)अपर पुलिस महानिदेशक, कार्मिक/  
पुलिस महानिदेशक के जी0एस0ओ0  
उ0प्र0, लखनऊ।

यह पत्र पूर्व में भी प्राप्त हुआ था  
जिसे दिनांक 6-12-22 को AOC/K में रखा गया है।

संख्या-411-जीआई/छ:पुंसो-2-2022

प्रेषक,

अनिल कुमार,  
संयुक्त सचिव,  
उत्तर प्रदेश शासन।

सेवा में,

पुलिस महानिदेशक,  
उत्तर प्रदेश लखनऊ।

गृह (पुलिस सेवायें) अनुभाग-2

लखनऊ:दिनांक: 05/12/2022

विषय- Subject: Filling up of the post of Deputy Director General (DDG) in Narcotics Control Bureau (NCB) under the Ministry of Home Affairs on deputation basis- Regarding.

महोदय,

उपर्युक्त विषयक अवर सचिव, गृह मंत्रालय भारत सरकार, नई दिल्ली के पत्र संख्या-I-12015/02/2022-NCB-II दिनांक 16.11.2022 (छायाप्रति संलग्न) का सन्दर्भ ग्रहण करने का कष्ट करें, जिसके द्वारा उ५ महानिदेशक, एन०सी०बी० के पद पर (Pay Matrix Level-14) केन्द्रीय प्रतिनियुक्ति हेतु पात्र और इच्छुक अधिकारियों का नामांकन निर्धारित प्रारूप पर उपलब्ध कराये जाने की अपेक्षा की गयी है।

2. इस सम्बन्ध में मुझे यह कहने का निदेश हुआ है कि अवर सचिव, गृह मंत्रालय, भारत सरकार, नई दिल्ली के उक्त पत्र में की गयी अपेक्षानुसार उक्त पद पर केन्द्रीय प्रतिनियुक्ति हेतु पात्र और इच्छुक अधिकारियों का नामांकन निर्धारित प्रारूप पर अपनी संस्तुति सहित शासन को उपलब्ध कराने का कष्ट करें, ताकि प्रश्नगत प्रकरण में अग्रेतर आवश्यक कार्यवाही की जा सके।

संलग्नक-यथोक्त ।

भवदीय,

Signed by अनिल कुमार

(अनिल कुमार)  
Date: 05-12-2022 17:24:40

संयुक्त सचिव।  
Reason: Approved

Sec-1

My -

अवर पुलिस महानिदेशक (कार्यिक),  
मुख्यालय पुलिस महानिदेशक  
उत्तर प्रदेश

18/12/22

ACV

2  
10-12-22

9648

No. I-12015/02/2022-NCB-II  
Government of India/ Bharat Sarkar  
Ministry of Home Affairs/ Grih Mantralaya  
IS-II Division

No. 38507/MS/GI/2022

1/7

Room No-10, 2<sup>nd</sup> floor,  
Major Dhyani Chand National Stadium,  
New Delhi-110002  
Dated, the 16<sup>th</sup> November, 2022

**CIRCULAR**

18 NOV 2022

**Subject: Filling up of the post of Deputy Director General (DDG) in Narcotics Control Bureau (NCB) under the Ministry of Home Affairs on deputation basis- Regarding**

It is proposed to fill up 01 (one) vacant post of Deputy Director General in Narcotics Control Bureau (NCB) under the Ministry of Home Affairs on deputation basis. The number of vacancy is, however, subject to change/variation. The post is in the revised pay matrix level 14 of the CCS (RP) Rules, 2016. The terms and conditions of deputation will be governed by the guidelines issued by Department of Personnel & Training's vide OM. No. 6/8/2009-Estt. (Pay II) dated 17.06.2010 & OM No. 2/6/2016-Estt. (Pay-II) dated 17.02.2016 as amended from time to time. The period of deputation, including 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 5 (five) years.

As per the Recruitment Rules prescribed for the post of DDG, the post is to be filled on deputation basis from the Officers of All India Services and other Group 'A' Central Services:-

- (a) (i) holding analogous post on a regular basis in the parent cadre or Department or empanelled for appointment to the posts in the level 14 of the pay matrix of 7<sup>th</sup> CPC or equivalent in Government of India; and

Possessing five years experience in enforcement of regulatory laws or investigation of economic and criminal offences and collection of intelligence relating thereof.

3. Applications of willing and eligible officers, whose services can be spared without delay in the event of their selection, may be forwarded in the prescribed proforma to the undersigned with the following documents so as to reach this Ministry within 45 (Forty five) days from the date of issue of this circular or publication of advertisement in Employment News, whichever is later.

- (i) Attested copies of APARs for the last 5 (five) years and preferably up to 2020-2021 duly attested by an officer not below the rank of Under Secretary to the Government of India or equivalent,
- (ii) Cadre Clearance from the State Government as well as from Cadre Controlling Authority incorporating that in the event of his/her selection, he/she will be relieved to join the post of Deputy Director General in NCB on deputation basis.
- (iii) Vigilance Clearance Certificate as per proforma,
- (iv) Integrity Certificate,
- (v) A certificate to the effect that no Major/Minor Penalty has been imposed upon the candidate during the last 10 (ten) years.

45(CP) /out-4

DS/PCS)-2

(अखण्ड प्रताप सिंह)

विशेष सचिव

गृह विभाग

उत्तर प्रदेश शासन

प्रकरण कायदे विभाग से सम्बन्धित +  
दृष्टा करेतर कार्यवाही हेतु प्रेषित।  
(अखण्ड प्रताप सिंह)  
अनुभाग अधिकारी  
कार्मिक अनुभाग-4  
उपग्रो शासन  
01/12/2022

2 अमृत सोनी  
प्रमुख स्टाफ अधिकारी  
मुख्य सचिव  
उत्तर प्रदेश शासन

7063/VS RP 2  
JS (SKK)

डी (गृह)  
25.11.22  
(हरिश् चन्द्र गुप्त)  
निजी सचिव, श्रेणी-2  
विशेष सचिव, कार्मिक विभाग  
उत्तर प्रदेश शासन

DS/CP/4  
9/11/22

(शशिकान्त कनौजिया)  
संयुक्त सचिव,  
कार्मिक विभाग,  
उत्तर प्रदेश शासन।

4. The maximum age limit for appointment on deputation shall not exceed 58 years as on the closing date of receipt of application. Officers on the verge of promotion/superannuation need not apply. The incomplete application or those received after the last date shall not be entertained. The officer, who is selected for the said post, shall not be allowed to withdraw his/her candidature.

5. The vacancy was earlier circulated vide circular of even number dated 29 April, 2022 which was published in the employment news on 28 May-03 June, 2022. The applicants who had already applied in response to the above circular needs to only submit fresh cadre clearance. However, such applicants may also apply afresh if so desires.

*A. Chakraborty*  
17/11/22

(Ajoy Kumar Chakraborty)

Under Secretary to the Government of India  
Tel : 23071048

To

1. All Ministries/Departments of Government of India.
2. The Ministry of Personnel, Pension and Public Grievances, Department of Personnel and Training, EO-SM Division, North Block, New Delhi.
3. Chief Secretaries of all States/Union Territories.
4. The Chairman, Central Board of Direct Taxes (CBDT), Department of Revenue, Ministry of Finance North Block, New Delhi.
5. The Chairperson, Central Board of Excise and Customs, Department of Revenue, Ministry of Finance, North Block, New Delhi.
6. Additional Secretary (Police-I), MHA, North Block, New Delhi.

**Copy to :-**

1. The Deputy Director General (Headquarters), Narcotics Control Bureau, August Kranti Bhawan, II<sup>nd</sup> Floor, Room No.-295, Bhikaji Cama Place, New Delhi. **(The Circular may be published in the Employment News as well as may be uploaded in the website of NCB).**
2. Section Officer (IT), NIC, MHA- It is requested that the circular may be uploaded on the website of MHA.

*A. Chakraborty*  
17/11/22

(Ajoy Kumar Chakraborty)

Under Secretary to the Government of India  
Tel : 23071048

(उप निदेशक, नक्सल नियंत्रण ब्यूरो)  
नक्सल नियंत्रण ब्यूरो  
नक्सल नियंत्रण ब्यूरो  
नक्सल नियंत्रण ब्यूरो

**BIO- DATA/ CURRICULUM VITAE PROFORMA****(APPLICATION FOR THE POST OF DEPUTY DIRECTOR GENERAL IN NARCOTICS  
CONTROL BUREAU (NCB) ON DEPUTATION BASIS)**

1	i)Name & Address (in Block Letters)	
	ii)Father's/Spouse Name	
2	Date of Birth(in Christian Era)	
3	i)Date of entry into service	
	ii)Date of Retirement under Central/State Government Rules	
4	Educational Qualifications	
	Note : In the case of Degree and Post Graduate Qualifications Elective/main subjects and subsidiary subjects may be indicated by the candidate.	
5. A	<u>Essential Criteria:</u>  Whether the officer of the All India Service or other Group 'A' Central Service is :  (i)holding analogous post on regular basis in the parent cadre or Department or (ii) empanelled for appointment to the posts in the level 14 of the pay matrix or equivalent in Government of India	
5. B	<u>Work Experience:</u>  Whether the officer is possessing five years experience in enforcement of regulatory laws or investigation of economic and criminal offences and collection of intelligence relating thereof	
6	Please state clearly whether in the light of entries made by you in preceding columns, you meet the requisite Essential criteria and work experience of the post.	
Note: Lending Departments are to provide their specific comments/views		

	confirming the requisite Essential criteria and work experience possessed by the Candidate (as indicated in the Bio- data) with reference to the post applied.					
7	Details of Employment in chronological order (Enclose a separate sheet duly authenticated by your signature, if the space below is insufficient).					
	Office/ institution	Post held on regular basis	From	To	Level (As per 7 <sup>th</sup> CPC) of the post held on regular basis.	Nature of Duties (in detail) highlighting experience required for the post applied for
8	In case the present employment is held on deputation basis, please state:					
	a) The date of initial appointment.	b) Period of appointment on deputation.	c) Name of the parent office/ organization to which the applicant belongs.	d) Name of the post and pay of the post held in substantive capacity in the parent organization.		
<p>8.1 Note: In case of officers already on deputation, the applications of such officers should be forwarded by the parent cadre/ department along with cadre clearance, vigilance clearance and integrity certificate.</p> <p>8.2 Note: Information under column-8 (c) &amp; (d) above must be given in all cases where a person is holding a post on deputation outside the cadre/ organization but still maintaining a lien in his parent cadre/ organization.</p>						
9	If any post held on deputation in the past by the applicant, date of return from the last deputation and other details.					
10	<p>Additional details about present employment.</p> <p>Please state whether working under:-</p> <p>(indicate the name of your employer against the relevant column).</p>					
	a) Central Government					

	b)State Government	
	c)Autonomous organization	
	d)Government undertaking	
	e)Universities	
	f)Others	
11	Please state whether you are working in the same Department and are in the feeder grade or feeder to feeder grade	
12	Are you in revised scale of pay? If yes, give the date from which the revision took place and also indicate the pre-revised scale.	
13	Total emoluments per month now drawn:	
	Basic Pay as per 7 <sup>th</sup> CPC Matrix	Present level in 7 <sup>th</sup> CPC Matrix
		Total Emoluments
14. In case the applicant belongs to an organization which is not following the Central Government Pay-scales, the latest salary slip issued by the organization showing the following details may be enclosed.		
	Basic Pay with scale of pay and rate of increment	Dearness pay/ interim relief/ other allowances etc., (with break-up details)
		Total emoluments



15. A	<p>Additional information, if any, relevant to the post you applied for in support of your suitability for the post</p> <p>(This among other things may provide information with regard to):-</p> <p>(i) Additional academic qualifications</p> <p>(ii) Professional training and</p> <p>(iii) Work experience over &amp; above prescribed in the vacancy circular/ advertisement</p> <p>(Note: Enclose a separate sheet, if the space is insufficient).</p>	
15. B	<p><b>Achievements:</b></p> <p>The candidates are requested to indicate information with regard to;</p> <p>i) Research publications and reports and special projects</p> <p>ii) Awards/ scholarship/ official appreciation</p> <p>iii) Affiliation with the professional bodies/ institutions/ societies and</p> <p>iv) Patents registered in own name or achieved for the organization</p> <p>v) Any research/ innovative measure involving official recognition</p> <p>vi) any other information</p> <p>(Note: Enclose a separate sheet if the space is insufficient)</p>	
16	<p>Whether the officer belongs to SC/ ST/OBC Category.</p>	

I have carefully gone through the Vacancy Circular/Advertisement and I am well aware that the information furnished in the Curriculum Vitae duly supported by the documents in respect of work experience submitted by me will also be assessed by the Selection Committee at the time of selection for the post. The information /details provided by me are correct and true to the best of my knowledge and no material fact having a bearing on my selection has been suppressed/ withheld.

Date: \_\_\_\_\_

Signature Of Candidate  
Address \_\_\_\_\_



**CERTIFICATE BY THE EMPLOYER/ CADRE CONTROLLING AUTHORITY**

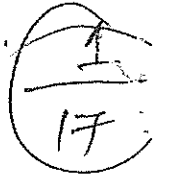
The information/details provided in the application by the applicant are true and correct as per the facts available on record. He/She possesses educational qualifications and experience mentioned in the vacancy circular. If selected, he/she will be relieved immediately.

2. Also certified that;

- (i) There is no Vigilance or Disciplinary case pending/contemplated against Shri/Smt/Ms. \_\_\_\_\_.
- (ii) His/ Her integrity is certified.
- (iii) His/ Her CR dossier in original /photocopies of the APARs for the last 5 years (upto 2020-21) duly attested by an officer of the rank of Under Secretary to the Govt. of India or above are enclosed.
- (iv) No major or 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 year is enclosed (as the case may be).

**Countersigned**

**Employer/Cadre Controlling Authority with Seal**



No.21023/15/2022-PP /317  
GOVERNMENT OF INDIA  
Ministry of Home Affairs  
[Police Division-II]  
Pers.Policy Desk  
\*\*\*\*\*

18 NOV 2022

North Block, New Delhi, 110001  
Dated /7<sup>th</sup> November, 2022

To

1. The Chief Secretaries and DsG (P)s of all States / UTs
2. The Directors - IB/CBI/SVPNPA/SPG/NEPA/NICFS/CFSL/DCPW
3. The DsG - BSF/CRPF/ITBP/CISF/NSG/RPF/BPR&D/SSB  
/NCB/NIA/Assam Rifles (Through LOAR)
4. The Commissioner of Police Delhi.

**Subject: - Inviting nomination of Individual Police Officers in active service for appointment on Secondment against the post of Senior Police Adviser, P-5 to the United Nations to Support the Hodeidah Agreement (UNMHA), for a period of one year.**

Sir/Madam,

Permanent Mission of India to United Nations (PMI to UN) has informed that Police Division (UNHQ) has sought nomination of Individual Police Officers in active service for appointment on secondment against the post of Senior Police Adviser, P-5 to the United Nations to Support the Hodeidah Agreement (UNMHA),, for a period of one year. The preview of the post as follows:-

Post Title : Senior Police Adviser, P-5  
Organizational Unit : United Nations Mission to Support the Hodeidah Agreement(UNMHA)  
Duty Station : Hudaydah, Yemen  
Duration : Initially 01 years  
Job Opening No : DPO-UNMHA-31029727-2022

2. The job description along with the requisite eligibility criteria/qualifications for the above said post is enclosed/attached with this letter for reference. It is strongly recommended to nominate only those police officers who meet the criteria outlined in attached job opening from the UN. The requirements given in the Annexure-I must be ensured.

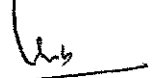
3. Nominations of eligible and willing officers in the rank of DIG/IG(P-5 level) active in police service for the above said post may be forwarded through proper channel to this Ministry by 25<sup>th</sup> December, 2022 along with the requisite documents duly signed and completed in all respects as mentioned in Annexure-I & II.

2 (2)

4. The duly completed and signed Personal History Profile (P-11) , Employment of Academic Certification (EAC), and Human Rights (HR) certificate along with forwarding letter including APAR/ACR gradings of last five years of each nominated candidates are required to be submitted in separate files (PDF format only) through E-mail at [police2-un@mha.gov.in](mailto:police2-un@mha.gov.in) before the last date i.e 25.12.2022

Encl: As above

Yours faithfully



(K.Prakasham)

Under Secretary (Pers.Policy & welfare)

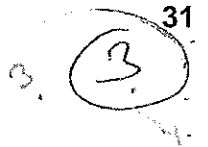
: 23092527

**Copy to**

1.Commissioner of Police Mumbai, Kolkata, Chennai and Bangalore:- kindly note that the nomination are to be forwarded through respective State Government only

2.IS(UNP), MEA, JNB (A-wing), New Delhi-110011

3.SO (IT), MHA - With the request to upload the above communication on MHA website (Police Division-II(Secondment vacancies) and also under "what's new"



## Annexure-I

## Other requisite requirements

- A. United Nations Personal History Profile (PHP) form (P.11) duly completed and signed by the nominated candidate.
- B. United Nations Employment and Academic Certification [attachment to personal history profile (P-11)] Form duly completed and signed by the nominated candidate as well as the relevant local / nominated authority. The EAC submitted without the signature of Designated Authority of concerned Force results in rejection of nomination. Hence, the forwarding authority should ensure that the EAC is duly signed by the applicant as well the Designated Authority of Force. All requisite details i.e position for which applying, job opening number, date of commission, degrees and academic distinctions and all other requisite details should be filled properly. If candidate wishes to apply for several posts, **the separate EAC and PHP forms should be submitted for each post.**
- C. Personal details as per **Annexure-II along with APAR/ACR gradings of Last Five Years(Mandatory)**
- D. Human Rights certificate must be included (proforma enclosed).
- E. *No format other than the specimen enclosed (duly typed) will be entertained/accepted. Formats other than the prescribed one invites lot of observations from UNHQ(UNDPKO) while finalizing the nominations..* Hand written PHP will not be entertained/accepted. It may be ensured that the photographs of the officer applying for the post should be placed on the front side of P-11 form and signature in the last page at relevant place.
- F. The nominations without Vigilance clearance and Cadre Clearance (for all Officers) from respective Ministries/Departments/State or UT/Organizations' shall be summarily rejected.
- G. Applications through proper channel only i.e. through Home Department (State) and approval of Head of Organization will be entertained. Applications received after the deadline specified will not be considered.
- H. Concerned authorities may please ensure and advice their officers not to make any direct queries with this ministry or UNHQ regarding selection. This ministry will not entertain personal queries from individual applicants.

**BIO- DATA Proforma****ANNEXURE-II**

1. Name of Post Applied
2. Job Opening Number
3. Name of the Officer(as per official documents)
4. Designation/Rank, Organization, Pay scale/level
5. Present Place of Posting
6. In the case of officers on Deputation with other organization:-
  - Name of Parent Organization
  - Name of organization presently employed
  - Date of Deputation
  - Expected Date of repatriation to parent cadre/organization
7. NoC from Parent Cadre (if on deputation) mandatory :Yes/No/NA
8. Date of Birth
9. (a) Education qualification  
(b) Required qualification as per applied job/posts(Yes/NO)
10. Date of Joining Police Service
11. Date of Superannuation
12. Service/Cadre/Batch:-
13. Previous UN Experience
14. Other Foreign/international Experiences
15. Contact Details: Telephone No
  - Office
  - Residence
  - Mobile
  - E-mail
16. APAR/ACR Gradings of Last 05 years (mandatory):-
17. Outstanding Achievements, if any
18. Last Five(years) work profile/experiences

Recent Passport  
Size Photograph

I hereby certify that, i fulfill the eligibility requirement notified for the post applied for

Signature of applicant

(5)

HR CERTIFICATE

It is certified that \_\_\_\_\_ was neither convicted nor currently under investigation or being prosecuted for any criminal offence including violation of International Human Rights Law and International Humanitarian Law. It is also to certify that Government/Org. of .....(concerned state/Org.) is aware that there is no allegation against him/her as such and he/she has not committed or even involved, by act or omission, the commission of any act that may amount of violations of International Human Rights Law and International Humanitarian Law.

To be signed by an officer  
Not below the rank of DIG/Director



# United Nations

*Job Opening for Position requiring official secondment  
from national governments of Member States of the United Nations Organization  
Appointments are limited to service on posts financed by  
the support account of peacekeeping operations*

<b>Post Title and Level:</b>	Senior Police Adviser, P-5
<b>Organizational Unit:</b>	United Nations Mission to Support the Hodeidah Agreement (UNMHA)
<b>Duty Station:</b>	Hudaydah, Yemen
<b>Reporting:</b>	Through the Deputy Head of Mission/ Deputy RCC Chair, to the Head of Mission/ RCC Chair.
<b>Duration</b>	12 Months (extendable)
<b>Deadline for applications</b>	10 January 2023
<b>Job Opening number</b>	DPO-UNMHA-31029727-2022

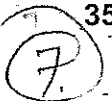
United Nations Core Values: Integrity, Professionalism and Respect for Diversity

## **RESPONSIBILITIES:**

Within the limits of delegated authority, the Senior UN Police Adviser will be responsible for performing the following duties:

- Provide strategic and operational advice to UN mission leadership, on police related issues, as well as all matters related to local law enforcement institutions, as necessary.
- Set up effective reporting mechanisms regarding local law enforcement institutions to ensure appropriate and timely sensitization of UN HQ on all in-mission developments, as well as establishing reporting routines to DPO-Police Division, as necessary.
- Provide advisory support to the host state police and other law enforcement in the maintenance of law and order; organize their capacity building and training when/if required;
- Conduct outreach and liaison with host state Police Service and other local law enforcement agencies to enhance the Mission's engagement with police and rule of law actors;
- Establish and maintain efficient operational reporting system within the UN Police Component, with other Mission stakeholders and Department of Peace Operations(DPO), Police Division;
- Devise a programme to assist the host state Police Service and other local law enforcement agencies to develop and implement training programs, plans and curricula for the host state Police Service in training schools and other police training facilities in compliance with internationally accepted standards and oversee and monitor the overall delivery of quality and timely training of the host state Police staff and personnel of other local law Enforcement Agencies;





- Devise a programme to continuously assess the conditions and availability of training facilities, materials and logistics and facilitate the provision of basic requirements by the host state Government and/or through bilateral or multilateral donors assistance to enable the effective and efficient delivery of training and engaging international and regional partners in the development and expansion of areas of training support for the sustainability of the capacity development of the local police;
- Devise a programme to advise the host state Police Service in the management and administration of the police training institutions and in the development of basic, advance and specialized training programs for the host state Police Service based on priorities and the training needs analysis, and assure that all training policies and programs are consistent with national priorities, and strategic plans, policies on human resources policies; and internationally accepted standards for law enforcement;
- Devise a programme to work in close coordination and collaboration with the UNPOL Reform Unit and the host state Police Service senior leadership to ensure coordinated approach in implementing Human Resource and Training initiatives;  
Develop a system for and implement procedures and practices for collecting and maintaining a training data base for (i.e. including pre-recruitment, vetting and selection data by the host state Police Service);
- Work collaboratively with the mission's Liaison Coordination and Mechanism section, , and the Joint Operations Centre (JOC) including but not limited to, taking part in monitoring activities (patrols), contributing to the daily SitRep and other situational and analytical reports as required. Augment the military observer focus and skills with specific police focus and skills ( e.g. Entrances and exit procedures, Camera Surveillance systems "CCTVs", Smuggling of weapons, drugs and human trafficking prevention, and other irregular activities)
- Contribute to early warning mechanisms and contingency planning by devising a programme for information gathering and analysis, in close collaboration with other mission components;
- Supervise and assess the performance of, and provide direction and oversight to, assigned administrative staff and UNPOL personnel under his/her command, making sure the subordinate staff conforms to the highest standards of professional conduct, personal behavior and dedication in the implementation of mandated tasks;
- Ensure that mission Police assets and personnel under his/her supervision are utilized efficiently, effectively and economically • Performs other functions consistent with the mission's mandate provided by the Security Council Resolution and as may be required by the HOPC.

### **COMPETENCIES:**

**Professionalism:** Shows pride in work and achievements; demonstrates professional competence and mastery of subject matter; is conscientious and efficient in meeting commitments, observing deadlines and achieving results; is motivated by professional rather than personal concerns; shows persistence when faced with difficult problems or challenges; remains calm in stressful situations. Takes responsibility for incorporating gender perspectives and ensuring the equal participation of women and men in all areas of work. Knowledge and understanding of theories, concepts and approaches relevant to democratic policing, law enforcement; Experience in operational planning, development and implementation of policing programs and management; Ability to apply technical expertise to resolve police related issues and challenges. Strong organizational skills and a demonstrated ability to establish priorities and to plan, coordinate, and monitor the work of others.

**Communication:** Speaks and writes clearly and effectively; Listens to others, correctly interprets messages

from others and responds appropriately; Asks questions to clarify, and exhibits interest in having two-way communication; Tailors language, tone, style and format to match the audience; Demonstrates openness in sharing information and keeping people informed.

**Teamwork:** Works collaboratively with colleagues to achieve organizational goals; Solicits input by genuinely valuing others' ideas and expertise; Is willing to learn from others; Places team agenda before personal agenda; Supports and acts in accordance with final group decision, even when such decisions may not entirely reflect own position; Shares credit for team accomplishments and accepts joint responsibility for team shortcomings.

**Planning and Organizing:** Develops clear goals that are consistent with agreed strategies; Identifies priority activities and assignments and adjusts priorities as required; Allocates appropriate amount of time and resources for completing work; Foresees risks and allows for contingencies when planning; Monitors and adjusts plans and actions as necessary; Uses time efficiently.

**Creativity:** Actively seeks to improve programs or services; Offers new and different options to solve problems or meet client needs; Promotes and persuades others to consider new ideas; Takes calculated risks on new and unusual ideas; thinks "outside the box"; Takes an interest in new ideas and new ways of doing things; Is not bound by current thinking or traditional approaches.

### **Managerial Competencies:**

**Leadership:** Serves as a role model that other people want to follow; Empowers others to translate vision into results; Is proactive in developing strategies to accomplish objectives; Establishes and maintains relationships with a broad range of people to understand needs and gain support; Anticipates and resolves conflicts by pursuing mutually agreeable solutions; Drives for change and improvement; Does not accept the status quo; Shows the courage to take unpopular stands.

**Judgement/ Decision-making:** Identifies the key issues in a complex situation, and comes to the heart of the problem quickly; Gathers relevant information before making a decision; Considers positive and negative impacts of decisions prior to making them; Takes decisions with an eye to the impact on others and on the Organization; Proposes a course of action or makes a recommendation based on all available information; Checks assumptions against facts; Determines that the actions proposed will satisfy the expressed and underlying needs for the decision; Makes tough decisions when necessary.

### **QUALIFICATIONS:**

**Education:** An advanced university degree (Masters or equivalent) in law, police management, law enforcement, security studies, criminal justice, business or public administration, human resources management, change management, or related area is required. A first-level university degree in combination with qualifying experience may be accepted in lieu of the advanced university degree. Advance training for command/senior staff is highly desirable. Specialized training in the area of incumbent's responsibility (operations, reform, administration, training) is highly desirable. Graduation from a certified Police Academy or other national or international Law Enforcement Training Institution is required.

**Work Experience:** A minimum of ten (10) years (12 years in absence of advanced degree) of progressive relevant and active policing service/experience in a national or international law enforcement agency both at the field and national police headquarters level - required; 7 years of active police experience at senior policy making level with extensive strategic planning and management experience in one or few of the following areas: police operations, human and financial resources management, crime management, police administration, police training and development, change management (particularly in law enforcement), reform and restructuring or related field - required; practical direct experience in commanding a regional or a

state level police units, or heading a department at national police HQ level - required. Previous UN or international experience at the field level, is an advantage.

**Rank:** Colonel/ Chief or Senior Superintendent - equivalent or above.

**Languages:** English and French are the working languages of the United Nations Secretariat. For the position advertised, fluency in English is required and fluency in Arabic is desirable.

**Assessment:** Evaluation of qualified candidates may include an assessment exercise which may be followed by a competency-based interview.

---

**Preference will be given to equally qualified women candidates.**

**Date of Issuance:** 03 November 2022

In accordance with the new Policy on Human Rights Screening of UN Personnel, all individuals who seek to serve with the United Nations are requested to make "self-attestation" that s/he has not committed any serious criminal offences and has not been involved in violations of international human rights or international humanitarian law. The exact wording of the self-attestation is outlined in para. 5.2 of the above-mentioned Policy. The final decision on the selection of an individual to serve with the United Nations will also be subject to human rights screening.

<http://www.un.org/en/peacekeeping/sites/police>

P.11 (7-03)-E



24. EDUCATION, Give full details – N.B. Please give exact titles of degrees in original language. Please do not translate or equate to other degrees.

A. University or equivalent

NAME, PLACE AND COUNTRY Please give complete address.	ATTENDED FROM/TO		DEGREES and ACADEMIC DISTINCTIONS OBTAINED	MAIN COURSE OF STUDY
	Month/Year	Month/Year		

B. SCHOOLS OR OTHER FORMAL TRAINING OR EDUCATION FROM AGE 14 (e.g., high school, technical school or apprenticeship)

NAME, PLACE AND COUNTRY Please give complete address.	TYPE	YEARS ATTENDED		CERTIFICATES OR DIPLOMAS OBTAINED
		FROM	TO	

25. LIST PROFESSIONAL SOCIETIES AND ACTIVITIES IN CIVIC, PUBLIC OR INTERNATIONAL AFFAIRS

26. LIST ANY SIGNIFICANT PUBLICATIONS YOU HAVE WRITTEN (DO NOT ATTACH)

27. EMPLOYMENT RECORD: Starting with your present post, list in REVERSE ORDER every employment you have had. Use a separate block for each post. Include also service in the armed forces and note any period during which you were not gainfully employed. If you need more space, attach additional pages of the same size. Give both gross and net salaries per annum for your last or present post.

A. PRESENT POST (LAST POST, IF NOT PRESENTLY IN EMPLOYMENT)

FROM MONTH/YEAR	TO MONTH/YEAR	SALARIES PER ANNUM		EXACT TITLE OF YOUR POST:
		STARTING	FINAL	
NAME OF EMPLOYER:		TYPE OF BUSINESS		
ADDRESS OF EMPLOYER:		NAME OF SUPERVISOR		
		NO. AND KIND OF EMPLOYEES SUPERVISED BY YOU:		REASON FOR LEAVING

DESCRIPTION OF YOUR DUTIES:

## 3.

P.11 (7-03)-E

13

28. HAVE YOU ANY OBJECTIONS TO OUR MAKING INQUIRIES OF YOUR PRESENT EMPLOYER? YES <input type="checkbox"/> NO <input type="checkbox"/>		
29. ARE YOU NOW OR HAVE YOU EVER BEEN A CIVIL SERVANT IN YOUR GOVERNMENT'S EMPLOY? YES <input type="checkbox"/> NO <input type="checkbox"/> If answer is "yes", WHEN?		
30. REFERENCES: List three persons, not related to you, and are not current United Nations staff members, who are familiar with your character and qualifications. <i>Do not repeat names of supervisors listed under Item 27.</i>		
FULL NAME	FULL ADDRESS	BUSINESS OR OCCUPATION
31. STATE ANY OTHER RELEVANT FACTS. INCLUDE INFORMATION REGARDING ANY RESIDENCE OUTSIDE THE COUNTRY OF YOUR NATIONALITY.		
32. HAVE YOU EVER BEEN ARRESTED, INDICTED, OR SUMMONED INTO COURT AS A DEFENDANT IN A CRIMINAL PROCEEDING, OR CONVICTED, FINED OR IMPRISONED FOR THE VIOLATION OF ANY LAW (excluding minor traffic violations)? YES <input type="checkbox"/> NO <input type="checkbox"/> If "yes", give full particulars of each case in an attached statement.		
33. OTHER AGENCIES OF THE UNITED NATIONS SYSTEM MAY BE INTERESTED IN OUR APPLICANTS. DO YOU HAVE ANY OBJECTION TO YOUR PERSONAL HISTORY FORM BEING MADE AVAILABLE TO THEM? YES <input type="checkbox"/> NO <input type="checkbox"/>		
34. I certify that the statements made by me in answer to the foregoing questions are true, complete and correct to the best of my knowledge and belief. I understand that any misrepresentation or material omission made on a Personal History form or other document requested by the Organization renders a staff member of the United Nations liable to termination or dismissal.		
DATE (day, month, year) _____ SIGNATURE: _____		
N.B. You will be requested to supply documentary evidence which supports the statements you have made above. Do not, however, send any documentary evidence until you have been asked to do so by the Organization and, in any event, do not submit the original texts of references or testimonials unless they have been obtained for the sole use of the Organization.		



## UNITED NATIONS

## Employment and Academic Certification

Attachment to Personal History Profile (P11)

TO BE COMPLETED BY CANDIDATE:

## Personal Data:

Family Name:	Given name:	Middle names:	Gender: M/F
e-mail address:			

Position for which you are applying:

(Note: if you are applying for more than one position, please submit separate P11 and P11 attachment for each Job Opening)

Job Opening Number:

## Military Service History/Police Service History

Date of Commission (for military officers) or date of enlistment/entry to service (for police officers):

Current rank	Date Last Promoted	Date eligible for promotion to next rank	Projected Retirement date from current rank
--------------	--------------------	--	---

Branch/Corp/Mustering

Sub Specialisation/additional qualifications

## Degrees and Academic Distinctions Obtained:

	NAME of INSTITUTION, PLACE AND COUNTRY. Please give complete address.	ATTENDED:		DEGREES and ACADEMIC DISTINCTIONS OBTAINED
		FROM: Month/Year	TO: Month/Year	
Graduation from the Staff/War College or Police Academy (and/or similar law enforcement institution)				
University Degree/s				

15

## Experience in peacekeeping operations:

Specify UN or other International Experience, starting with your most recent experience and list in reverse order

Dates mm/yy-mm/yy	Mission/ Operation/Location	Position/title (Milob, HQ Staff, Contgt, Adviser)	Description of duties

## Command Experience, starting with your most recent experience and list in reverse order

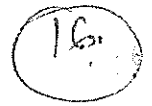
Dates mm/yy-mm/yy	Unit/Position/Org	Significant Unit Activities

## Significant Planning Experience, starting with your most recent experience and list in reverse order

Dates mm/yy-mm/yy	Position/Org	Operation/Activity

## (Other) International Exposure other than peace keeping operations, starting with your most recent experience and list in reverse order

Date: mm/yy-mm/yy	Position/Org	Function/Activity



**Military and/or Police Training Courses/Seminars: (last two years)**

Name of Course	Date: mm/yy - mm/yy	Institution

Additional Comments:

I certify that the statements made by me in answer to the foregoing questions are complete and correct. I understand that any misrepresentation or material omission made on a Personal History form or other document requested by the Organization renders a staff member for the United Nations liable ineligible for further consideration.

*I declare that I have never committed, been convicted of and am not currently under investigation or being prosecuted for any criminal, human rights, civil action or disciplinary offence, with the exception of minor traffic violations (driving while intoxicated or dangerous or careless driving are not considered minor traffic violations for this purpose). I declare that I have not been involved, by act or omission, in the commission of any violation of international human rights law or international humanitarian law.*

*I am not able to attest to the proceeding paragraphs for the following reasons: .....*

Date ..... Signature .....

N.B. You will be requested to supply documentary evidence which supports the statements you have made above. Do not, however, send any documentary evidence until you have been asked to do so by the Organization and, in any event, do not submit the original texts of references or testimonials unless they have been obtained for the sole use of the Organization.

(17)

## TO BE COMPLETED BY THE RELEVANT LOCAL AUTHORITY:

On behalf of ..... I certify that the information provided by .....  
is complete and correct.

*I further certify that the nominated candidate has never been convicted of, or is not currently under investigation or being prosecuted for, any criminal or disciplinary offence, or any violations of international human rights law, civil action or disciplinary offence.*

*The Government of ..... is not aware of any allegations against the nominated candidate that she/he has committed or been involved, by act or omission, in the commission of any acts that may amount to violations of international human rights law or international humanitarian law.*

*In the case of the nominee who has been investigated for, charged with or prosecuted for any criminal offence, with the exception of minor traffic violations (driving while intoxicated or dangerous or careless driving are not considered minor traffic violations for this purpose), but was not convicted, the Government is requested to provide information regarding the investigation(s) or prosecutions concerned.*

Date ..... Official Stamp .....

h.a.f  
6/12/20  
12.20