

0

$$\frac{1}{17}$$


26 JUN 2014

Dated the 25th June 2014

ADG(K)

20/6/2009

4331



01/7/2014

जिस सहानिरीक्षक (कार्यिन्)

सत्य प्रदेश 01.7.14

02

AI
B. 12/11

2

Language : English and French are the working language of the UN. For the advertised post, fluency in oral and written English is required. Knowledge of a second official UN language is an advantage. Working knowledge of French is an advantage.

2. It is requested that nomination of **eligible and willing officer** of the level of **SP/DIG [P-4]** may be submitted to this Ministry by **01st August, 2014** along with the following documents duly completed in all respect:-

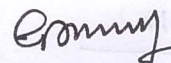
- i. United Nations Personal History Profile (PHP) form (P.11) duly completed and signed by the nominated candidate.
- ii. Employment record-supplementary sheet.
- iii. United Nations Employment and Academic Certification [attachment to personal history profile (P-11)] Form duly completed and signed by the nominated candidate as well as the relevant local authority.
- iv. Personal details as per **Annexure-I**.

3. The nominated officers may be advised to send the above documents as per the format enclosed through electronic mail at e-mail address (uspma@nic.in or sopma@nic.in).

4. **No modified format other than the specimen enclosed will be entertained/accepted as it invites lot of observations from UN HQ (UNDPKO) while finalising the nominations.** It may be ensured that the photograph 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.

5. It may please be ensured that the nominees are clear from Vigilance angle.

6. No direct application will be entertained.



(G C Yadav)

Under Secretary to the Government of India

☎ : 23093443

✉ : uspma@nic.in

Copy to

1. Director's General(s) of all States and UTs.
2. Commissioner of Police ,
Mumbai, Kolkatta, Chennai and Bangalore.

It is requested to forward the nominations of eligible and willing officers through State Government only.

3. SO (IT), MHA - With the request to upload the above communication on MHA website.

G C Yadav

(G C Yadav)

Under Secretary to the Government of India

☎ : 23093443

✉ : uspma@nic.in

Recent passport
size photograph

42
Annexure-I

BIO-DATA PROFORMA

1. Name of Post applied.
 2. Job opening number
 3. Name of the Officer
 4. Designation/Rank/organisation with present place of posting.
 5. In the case of officers of deputation with other organization.
 - (a) Name of Parent organization.
 - (b) Name of organization presently employed.
 - (c) Date of deputation
 - (d) Expected date of repatriation to parent cadre/organization.
 6. Date of Birth
 7. Education/Qualification
 8. Date of Joining Police Service
 9. Service/Cadre/Batch
 10. Educational Qualification
 11. Previous UN experience
- Telephone No.
- a. Office
 - b. Residence
 - c. Mobile No
 - d. Fax No.
 - e. E-mail id

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

(Signature of the applicant)

Jun. 17. 2014 10:57PM

No. 7424

P. 3/153/15

United



Nations Secretariat

*Vacancy Announcement for Positions in the Department of Peacekeeping Operations
requiring official secondment from national governments of Member States of the United Nations Organization*

VACANCY ANNOUNCEMENT NUMBER

2014-SPC-75919-DPKO

DEADLINE FOR APPLICATIONS

18 August 2014

POST TITLE AND LEVEL

Detentions Adviser, P-4

DUTY STATION

BRINDISI, ITALY

ORGANIZATIONAL UNIT

DEPARTMENT OF PEACEKEEPING OPERATIONS

INDICATIVE MINIMUM GROSS ANNUAL

U.S. Dollars 96,066

REMUNERATION (NOT INCLUDING POST ADJUSTMENT)

CIRCULATION LIMITED TO MEMBER STATES. APPOINTMENTS ARE LIMITED TO SERVICE ON POSTS FINANCED BY THE SUPPORT ACCOUNT OF PEACEKEEPING OPERATIONS.

RESPONSIBILITIES:

The Detentions Adviser reports to the Chief of the Standing Police Capacity (SPC). The incumbent provides expert advice and assistance on prison-related and detention issues relevant to the assignments of the SPC, which is a UN Police mechanism tasked to start up police components in UN peace operations as well as assist existing operations on a continual basis. The incumbent identifies and provides guidance on the developmental linkages between police reform and detention reform in UN peace operations. This includes speaking to a wide spectrum of issues such as law enforcement detention, holding and transfer practices and procedures, prison management as well as other rule of law issues such as women and youth in law enforcement, detention and prisons. When at the SPC's duty station, the incumbent works closely with SPC members to provide input on detention issues in the context of supporting their various pre-mission planning and other preparatory activities. This work is done with a view to ensuring that the SPC's pre-mission planning strategies and activities factor in the detention-related work that may (or may not) be being undertaken by other UN bodies and partners in a mission area. The incumbent co-operates closely with other SPC staff and rule of law professionals in the Department of Peacekeeping Operations to identify detention issues relevant to supporting respective SPC assignments in the field. This collaboration includes research on integrated rule of law reform and writing reports and correspondences on prison issues in the context of law enforcement development and capacity-building. When in the field, the incumbent advises and provides guidance to the SPC and other UN personnel on law enforcement matters as they relate to the confinement, holding and transfer of personnel into detention in line with international human rights standards, law enforcement legislation, etc. S/he acts as the principal point of contact in the SPC to national detention authorities, providing advice, as required, on improving co-operation and communication between law enforcement agencies including detention officials.

COMPETENCIES:

Professionalism: Knowledge of matters related to prison management and detention. Very good knowledge of democratic policing principles and standards; good research, analytical and problem-solving skills; ability to identify and participate in the resolution of complex issues and problems; good negotiation skills; ability to incorporate gender perspectives into substantive work. **Communication:** Ability to draft/edit a variety of detailed reports and to articulate complex concepts in a clear, concise and persuasive style. **Planning and Organizing:** Ability to plan own work and the work of others; ability to manage conflicting priorities and to use time efficiently; ability to organize and co-ordinate the implementation of complex and multi-faceted activities, ability to meet deadlines consistently.

QUALIFICATIONS:

Education: Advanced university degree (Master's degree or equivalent) in the applied sciences, social sciences or relevant field. A first level university degree with a relevant combination of academic qualifications and extensive experience in law enforcement with focus on prison management may be accepted in lieu of the advanced university degree.

Work Experience: A minimum of seven years of progressively responsible experience in prison management, organization and detention, including one year at the international level working to develop detention systems and other rule of law institutions in a developmental or post-conflict environment is required. Experience in the use of modern Internet-based research methodologies and sources are required.

Languages: English and French are the working languages of the UN. For the advertised post, fluency in oral and written English is required. Knowledge of a second official UN language is an advantage. Working knowledge of French is an asset.

Preference will be given to equally qualified women candidates.

Date of Issuance 17 June 2014

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

**APPLICATION PROCEDURES FOR POSITIONS IN
THE STANDING POLICE CAPACITY OF THE UNITED NATIONS POLICE
DIVISION
REQUIRING OFFICIAL SECONDMENT FROM
NATIONAL GOVERNMENTS OF MEMBER STATES OF THE UNITED NATIONS**

Outlined below are the procedures to be followed by Permanent Missions for the presentation of candidates to posts requiring secondment from active Police service, which are open for recruitment within the Standing Police Capacity of the United Nations Police Division, with its duty station in the UNLB in Brindisi, Italy. In the interest of promoting an orderly process and to avoid delay in the consideration of applications, Permanent Missions are respectfully requested to adhere closely to these procedures.

1. The above mentioned posts are reserved for candidates recommended by Member States through their Permanent Missions to the United Nations. Candidates applying independently will not be considered. **It is requested that applications be submitted as soon as possible. Applications received after the deadline specified in each Job Opening will not be considered.**
2. All applications must be submitted on a duly completed (typed) and signed United Nations Personal History Form (P.11) or printed Personal History Profile (PHP). Applications using other formats will not be accepted, but additional information may be attached to the P. 11. or PHP. For the convenience of the Permanent Missions a P. 11. form is enclosed as a sample to be photocopied as needed.
3. Selection for service with the United Nations is made on a competitive basis. It is therefore essential that all the Personal History Forms be completed with a view to presenting the candidates qualifications and experiences as they relate to the requirements as set out in the relevant Job Opening. In the event a Permanent Mission wishes to recommend a candidate for several posts, a separate Personal History Form should be submitted for each post.
4. Permanent Mission are requested to present their candidates in one single submission, in accordance with the deadline date of the Job Opening, under cover of a note verbale listing the names of the candidates and the corresponding vacancy announcements. **For the convenience of the Permanent Mission a table is attached to be used and photocopied as needed for the listing of its candidates.**
5. Applications must be hand-delivered by Permanent Missions to the Selections and Recruitment Section of the Police Division, Office of Rule and Law and Security Institutions, Department of Peacekeeping Operations at DC1, 7th Floor, 0784B in accordance with the specific directions in the relevant Note Verbale.
6. Upon delivery of the applications, the Selections and Recruitment Section will knowledge the receipt to the individual making the delivery.
7. Communication regarding this process will be through the Permanent Mission only. The Secretariat will not entertain personal queries from individual applicants.

Jun. 17. 2014 10:58PM

No. 7424 P. 6/15 6/15

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				

Jun. 17. 2014 10:58PM

No. 7424

P. 7/15

9

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

Jun. 17. 2014 10:58PM

No. 7424 P. 8/15 8/15

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.

Jun. 17. 2014 10:59PM

No. 7424

P. 9/15

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

No. 7424 P. 10/15 10/15

P.11 (7-03)-E

Jun. 17. 2014 10:59PM

No. 7424 P. 11/15 11/15
2

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:

14 ~~A~~

3

3

P.11 (7-03)-E

Jun. 17. 2014 10:59PM

No. 7424 P. 13/15

4

15 &

28. HAVE YOU ANY OBJECTIONS TO OUR MAKING INQUIRIES OF YOUR PRESENT EMPLOYER? YES ☐ NO ☐

29. ARE YOU NOW OR HAVE YOU EVER BEEN A CIVIL SERVANT IN YOUR GOVERNMENT'S EMPLOY? YES ☐ NO ☐
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.
Do not repeat names of supervisors listed under Item 27.

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 ☐ NO ☐
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 ☐ NO ☐

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.

Jun. 17. 2014 10:59PM

EMPLOYMENT RECORD - SUPPLEMENTARY SHEET

No. 7424 P. 14/15 14/15

PLEASE 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. See next page for more blocks.

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				

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				

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				

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				

Jun. 17. 2014 11:00PM

EMPLOYMENT RECORD - SUPPLEMENTARY SHEET

No. 7424 P. 15/15/15

PLEASE 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.

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				
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				
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				
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				