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**FAX/URGENT/AT ONCE** 

From: Home New Delhi

To :

1. The Chief Secretaries of all States / UTs

 Directors - IB/CBI/SVP PA/SPG/NEPA/NICFS/CFSL/ DCPW/NCRB.

 DsG - BSF/CRPF/ITBP/CISF/NSG/RPF/BPR&D/SSB /NCB/NIA/Assam Rifles (Through LOAR)

4. Commissioner of Police Delhi.

5. UT Division, MHA

26 JUN 2014

No.21023/24/2014-PMA

Dated the 25th June 2014

Subject: UNLB - Nomination of Individual Police Officers in Active
Service for the appointment on secondment for the Post of
Detention Adviser at P-4 level to UNs Logistic Base(UNLB)
in Brindisi, Italy.

20/6/200g

UNDPKO through PMI to UN has sought nomination of Individual Police Officers in Active Service for the appointment on secondment for the Post of Detention Adviser at P-4 level to UNs Logistic Base(UNLB) in Brindisi, Italy for an initial period of one year with possibility of extension:

Level of Post

P-4[SP/DIG]

Organization

UNLB, Brindisi, Italy

Vacancy announcement Number:

2014-SPC-75919-DPKO

## **QUALIFICATIONS:-**

<u>Education</u>: -Advanced University Degree (Master's degree or equivalent) in the applied science, 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 system 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

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विस महानिरीक्षक (काविक) उत्तर प्रदेश (), 7, | ५ AI Burn <u>Language</u>: 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 **01**<sup>st</sup> **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 (<u>uspma@nic.in</u> or <u>sopma@nic.in</u>).
- 4. <u>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.</u> 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.

(GC Yadav)

Gomm

Under Secretary to the Government of India

## Copy to

- 1. Director's General(s) of all States and UTs.
- 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.

Dann

(GC Yadav)

Under Secretary to the Government of India

**23093443** : 23093443

:uspma@nic.in

Recent passport size photograph

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
- 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.

No. 7424 P. 3/15/3/15

Jun. 17. 2014 10:57PM



# 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
DEADLINE FOR APPLICATIONS
POST TITLE AND LEVEL
DUTY STATION
ORGANIZATIONAL UNIT
INDICATIVE MINIMUM GROSS ANNUAL
REMUNERATION (NOT INCLUDING POST ADJUSTMENT)

2014-SPC-75919-DPKO
18 August 2014
Detentions Adviser, P-4
BRINDISI, ITALY
DEPARTMENT OF PEACEKEEPING OPERATIONS
U.S. Dollars 96,066

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 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/

Jun. 17. 2014 10:58PM

No. 7424 P 4/15 4/15

## 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.

- 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:

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Jun. 17. 2014 10:58PM

No. 7424 P. 9/15 7/15

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submit the original texts of references or testimonials unless they have been obtained for the sole use of the Organization.

No. 7424 P. 9/15 9/15

TO BE COMPLETED BY THE RELEVANT LOCAL AUTHORITY:
On behalf of
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
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28. HAVE YOU ANY OBJECTIONS TO OUR MAKIN		1884 - CONTROL II NO CONTROL IN 1885 - PRINCE PRINCE NAME AND
29. ARE YOU NOW OR HAVE YOU EVER BEEN A If answer is "yes", WHEN?	CIVIL SERVANT IN YOUR GOVERNMENT'S EI	MPLOY? YES NO
30. REFERENCES: List three persons, not related to y  Do not repeat names of superviso	ou, and are not current United Nations staff members rs listed under Item 27.	, who are familiar with your character and qualifications.
FULL NAME	FULL ADDRESS	BUSINESS OR OCCUPATION
31. STATE ANY OTHER RELEVANT FACTS. INC. YOUR NATIONALITY.	LUDE INFORMATION REGARDING ANY RESIL	DENCE OUTSIDE THE COUNTRY OF
	THE TOWN TO SHEET AND A STATE OF THE SHEET	
32. HAVE YOU EVER BEEN ARRESTED INDICT	ED, OR SUMMONED INTO COURT AS A DEFEI	NDANT IN A CRIMINAL PROCEEDING OR
CONVICTED, FINED OR IMPRISONED FOR THE VI If "yes", give full particulars of each case in an attached s	OLATION OF ANY LAW (excluding minor traffic	violations)? YES NO []
33. OTHER AGENCIES OF THE UNITED NATION: YOUR PERSONAL HISTORY FORM BEING MADE A	S SYSTEM MAY BE INTERESTED IN OUR APPL AVAILABLE TO THEM? YES NO	
34. I certify that the statements made by me knowledge and belief. I understand that any n document requested by the Organization rendered.	in answer to the foregoing questions are trainisted in answer to the foregoing questions are trainisted in a staff member of the United Nations li	le on a Personal History form or other
DATB (day, month, year)	SIGNATURE:	
N.B. You will be requested to supply docume send any documentary evidence until you have texts of references or testimonials unless they	e been asked to do so by the Organization;	and, in any event, do not submit the original

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No. 7424 P. 14/15 12/15

EMPLOYMENT RECORD - SUPPLEMENTARY SHEET 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. TO MONTH/YEAR SALARIES PER ANNUM STARTING FINA EXACT TITLE OF YOUR POST 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 TO MONTH/YEAR SALARIES PER ANNUM STARTING FINA EXACT TITLE OF YOU'R POST 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 SALARIES PER ANNUM EXACT TITLE OF YOUR POST: MONTH/YEAR STARTING FINA 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 STARTING FINA BXACT TITLE OF YOUR POST FINAL NAME OF EMPLOYER: TYPE OF BUSINESS: ADDRESS OF EMPLOYER:

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