रक्षा मंत्रालय
MINISTRY OF DEFENCE
संयुक्त सचिव एवं मु.प्र.अ. कार्यालय
Office of the JS & CAO

RECRUITMENT TO THE POST OF PRINCIPAL ON DEPUTATION BASIS INCLUDING SHORT TERM CONTRACT (ISTC) AT NAD, KHADAKWASLA, PUNE

Please find enclosed, copy of MoD OM No. 3(10)/2025/D(Apptts) dated 06 Oct 2026 and copy of Employment News dated 14-20 Nov 2026 for filling up one post of Principal in the Pay level-14 at National Defence Academy, Khadakwasla, Pune.

2. CAO/IT (Cell) is requested to upload the above OM on CAO's Website for dissemination among employees.

(Rajeev Sharma)
Dy Dir, Coord

CAO/IT Cell

18/11

MoD JS & CAO ID No. A/16506/Gen/CAO/Coord dated 18 Nov 2026

HQ IDS, DOP -For info wrt your note No. 16180/REQ/PRINCIPAL/NDA/IDS/PERS Dated 16 Nov 2026

दूरभाष /Tele: 23006467
फ़ैक्स/ Fax :23013447
Email : dirpers-dot.ids@gov.in

रक्षा मंत्रालय / Ministry of Defence,
मुख्यालय एकीकृत रक्षा स्टाफ / HQ Integrated Defence Staff,
कार्मिक निदेशालय /Dte of Personnel,
कमरा संख्या 35 & 37/R.No.35 & 37
कश्मीर हाउस/Kashmir House,
राजाजी मार्ग /Rajaji Marg,
नई दिल्ली /New Delhi -110011.

16180/REQ/PRINCIPAL/NDA/IDS/PERS dated 16 Nov 2026

RECRUITMENT TO THE POST OF PRINCIPAL ON DEPUTATION BASIS INCLUDING SHORT TERM CONTRACT (ISTC) AT NDA, KHADAKWASLA, PUNE

1. Please find enclosed copy of MoD OM No.3(10)/2025/D(Apptts) dated 06 Oct 2026 and a copy of Employment News dated 14-20 Nov 2026 for filling up one post of Principal in the Pay Level - 14 at National Defence Academy, Khadakwasla, Pune

2. All Departments of Ministry of Defence is requested to give wide publicity to the above mentioned OM at their end. A copy of the advertisement for the said post published by BOC in the Employment News dated 14-20 Nov 2026 is also enclosed for your necessary action.

3. The last date of submission of the applications is 60 days from issue of advertisement in Employment News.

(सुभाष विश्वास/Subhash Biswas)
उप निदेशक (कार्मिक)/Dy Director (Pers)

Encl: As above.

CAO/Coord, Africa Avenue Marg.

AIR HQ/ PC-I, KG Marg

NHQ/DPO, Africa Avenue Marg

Army HQ/SD-I, South Block

DGQA/Coord, Africa Avenue Marg

Adm & Coord/HQ IDS, Kashmir House

E-in-C(Coord), Kashmir House

With a request to give wide publicity to the OM

(40)

No. 3(10)/2025/D(Apptts)
Government of India
Ministry of Defence
132, B-Wing, Sena Bhawan
New Delhi – 110011,
dated 6th October, 2026

SUBJECT: <u>FILLING UP OF ONE (01) POST OF PRINCIPAL NATIONAL DEFENCE ACADEMY, KHADAKWASLA, PUNE ON DEPUTATION INCLUDING SHORT TERM CONTRACT METHOD.</u>

Applications are invited for filling up one post of Principal (Group 'A' Gazetted, Non-Ministerial) in Level-14 in the Pay Matrix at National Defence Academy, Khadakwasla, Pune by Deputation Including Short Term Contract Method. The Eligibility conditions are as under:-

Officers of the Central Government or State Government or Union Territories or autonomous or statutory organization or PSUs of University or Recognized Research Institutions:-

(a) (i) Holding analogous posts on regular basis in the Parent Cadre/ Department; or

(ii) With 2 years' service rendered after appointment to the posts on a regular basis in the level 13A of the pay matrix (Rs.1,31,100-2,16,600) or equivalent in the parent cadre or department; or

(iii) With three years' service rendered after appointment to the posts on a regular basis in the level 13 of the pay matrix (Rs. 1,18,500-2,14,100) or equivalent in the parent cadre or department; and

(b) possessing the following educational qualifications and experience:-

Essential Qualifications:

(i) Ph.D Degree (in relevant field)
(ii) Professor or Associate Professor with a total service or experience of at least fifteen years of teaching or research in Universities, Colleges and other institutions of higher education.
(iii) A minimum of ten research publications in peer-reviewed or University Grant Commission-listed journals
(iv) A minimum of 110 research score as per latest University Grant Commission notification.

Note-1: The period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organization or department of the Central Government shall ordinarily not exceed five years.

Note-2: The maximum age limit for appointment by deputation shall be not exceeding 58 years as on the last date of receipt of applications.

2. The terms and conditions of Deputation Including Short Term Contract will be governed by the DOP&T OM No.6/8/2009-Estt(Pay-II) dated 17.06.2010, amended from time to time.

3. The job description/ charter of duties for the post of Principal, National Defence Academy, Khadakwasla, Pune, is annexed at **Annexure-I**.

4. It is requested that the applications (in duplicate) in the enclosed Proforma alongwith the complete and up to date Confidential Reports/ APARs of the officers (who could be spared in the event of their selection) duly countersigned by the employer may be sent to the office of the **Principal Director (Pers), Headquarters Integrated Defence Staff, Ministry of Defence, Room No. 33, Kashmir House, Rajaji Marg, New Delhi-110011, within 60 days** of the issue of this advertisement. Applications received after the last date or without the Confidential Reports or otherwise found incomplete will not be considered. While forwarding the applications, it may be verified and certified that the particulars furnished by the officer are correct and that no disciplinary and vigilance case is pending. The details of major/ minor penalties imposed on the officer during the last 10 years may also be furnished. The applications should be forwarded through proper channel.

6/12/26

(M.P. Harinarayanan)
Under Secretary to Government of India
Tele: 2301-1449

Distribution (As per standard list) : with a request to give wide publicity and upload the same on their respective websites

(i) All Ministries/Departments of Government of India (Attn: Under Secretary Admin)
(ii) University Grants Commission (UGC) (Attn: Under Secretary Admin)

Government of India

Ministry of Defence

Applications are invited for filling up of one (01) post of **Principal** (Group 'A' Gazetted) in Level-14 in the Pay Matrix at National Defence Academy, Khadakwasla, Pune by Deputation including Short Term Contract method. The eligibility conditions are as under:-

Officers of the Central Government or State Government or Union Territories or Autonomous or Statutory organization or PSUs of University or Recognized Research Institutions:-

(a)(i) Holding analogous posts on regular basis in the Parent Cadre/ Department; or

(ii) With 2 years' service rendered after appointment to the posts on a regular basis in the level 13A of the pay matrix (Rs. 1,31,100-2,16,600) or equivalent in the parent cadre or department; or

(iii) With three years' service rendered after appointment to the posts on a regular basis in the level 13 of the pay matrix (Rs. 1,18,500-2,14,100) or equivalent in the parent cadre or department; **and**

(b) Possessing the following educational qualifications and experience:-

Essential Qualifications:

(i) Ph.D Degree (in relevant field)

(ii) Professor or Associate Professor with a total service or experience of at least fifteen years of teaching or research in Universities, Colleges and other institutions of higher education.

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(iv) A minimum of 110 research score as per latest University Grants Commission notification.

Note-1: The period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organization or department of the Central Government shall ordinarily not exceed five years.

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3. The job description/ charter of duties for the post of Principal, National Defence Academy, Khadakwasla, Pune, is annexed at **Annexure I.**

4. It is requested that the applications (in duplicate) in the given Proforma alongwith the complete and up to date Confidential Reports/ APARs of the officers (who could be spared in the event of their selection) duly countersigned by the employer may be sent to the **office of the Principal Director (Pers), Headquarters Integrated Defence Staff, Ministry of Defence, Room No. 33, Kashmir House, Rajaji Marg, New Delhi-110011**, within **60 days** of the issue of this advertisement. Applications received after the last date or without the Confidential Reports or otherwise found incomplete will not be considered. While forwarding the applications, it may be verified and certified that the particulars furnished by the officer are correct and that no disciplinary and vigilance case is pending. The details of major/ minor penalties imposed on the officer during the last 10 years may also be furnished. The applications should be forwarded through proper channel.

Under Secretary to Government of India
Tele: 2301-1449

BIO-DATA PROFORMA
POST APPLIED FOR_____

1.	Name and address (in block letters)	:	
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 (enclose copy of Degree Certificate)	:	
5.	Whether educational and other qualifications required for the post are satisfied. (If any, qualifications have been treated as equivalent to the one prescribed in the rules, state the authority for the same)	:	
	Qualifications/Experience required as mentioned in the advertisement/vacancy circular	Qualifications/Experience possessed by the officer	
	Essential (a) Qualification (b) Experience.	**Essential** (a) Qualification (b) Experience	
	Qualifications/Experience required as mentioned in the advertisement /vacancy circular	Qualifications/Experience possessed by the officer	
	Desirable (a) Qualification (b) Experience	**Desirable** (a) Qualification (b) Experience	
	5.1 NOTE- This column needs to be amplified to indicate Essential and Desirable Qualifications as mentioned in the RRs by the Administrative Ministry/ Department/Office at the time of issue of Circular and issue of Advertisement in the Employment News. **5.2 NOTE-** In the case of Degree and Postgraduate Qualifications Elective/main subjects and subsidiary subjects may be indicated by the candidate.		
6.	Please state clearly whether in the light of entries made by you above, you meet the requisite Essential Qualifications and work experience for the post.	:	
	6.1 NOTE - Borrowing Departments are to provide their specific comments / views confirming the relevant Essential Qualification/Work Experiencee 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/Instt.	Post held on regular basis	From	To	*Pay Band and Grade Pay/Pay Scale of the post held on regular basis	Nature of duties (in detail) highlighting experiencee required for the post applied for

*Important - Pay Band and Grade Pay granted under ACP/MACP are personal to the officer and therefore, should not be mentioned. Only Pay Band and Grade Pay/Pay Scale of the post held on regular basis to be mentioned. Details of ACP/MACP with present Pay Band and Grade Pay where such benefits have been drawn by the Candidate, may be indicated as below:-

Office/Instt.	Pay, Pay Band and Grade Pay drawn under ACP/MACP Scheme	From	To

8.	Nature of present employment i.e. adhoc or temporary or Quasi- Permanent or Permanent.	:	
9.	In case the present employment is held on deputation/contract basis, please state--	:	
	(a) The date of initial appointment	:	
	(b) Period of appointment on deputation/contract	:	
	(c) Name of the Parent office/Organisation to which the applicant belongs	:	
	(d) Name of the post and Pay of the post held in substantive capacity in the present organization	:	
	9.1 Note - In case of Officers already on deputation, the applications of such officers should be forwarded by the parent cadre/Department alongwith Cadre Clearance, Vigilance Clearance and Integrity Certificate. 9.2 Note - Information under Columns 9(c) and 9(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.		

Continued on page 29

Continued from page 28

10.	If any post held on Deputation in the past by the applicant, date of return from the last deputation and other details	:	
11.	Additional details about present employment: Please state whether working under (indicate the name of your employer against the relevant column)	:	
	(a) Central Government	:	
	(b) State Government	:	
	(c) Autonomous Organisation	:	
	(d) Government Undertakings	:	
	(e) Universities	:	
	(f) Others	:	
12.	Please state whether you are working in the same Department and are in the feeder grade or feeder to feeder grade	:	
13.	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.	:	
14.	Total emoluments per month now drawn.	:	Basic Pay in the PB: Grade Pay: Total Emoluments:
15.	In case the applicant belongs to an Organisation which is not following the Central Government Pay Scales, the latest salary slip issued by Organisation 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

16-A	Additional information, if any, relevant to the post you applied for in support of your suitability for the post (This among other things may provide information with regard to (i) additional academic qualifications (ii) professional training and (iii) work experience over and above prescribed in the Vacancy Circular / Advertisement).	:	
16-B	Achievements: The candidates are requested to indicate information with regard to:-		
	(i) Research publications and reports and special projects	:	
	(ii) Awards/Scholarships/Official Appreciation	:	
	(iii) Affiliation with the professional bodies/institutions/societies and	:	
	(iv) Patents registered in own name or achieved for the organization	:	
	(v) Any research/innovative measure involving official recognition.	:	
	(vi) Any other information (Note. - Enclose a separate sheet, if the space is insufficient)		
17.	Please state whether you are applying for deputation (ISTC)/Absorption/Re-employment Basis. #(Officers under Central/State Governments are only eligible for "Absorption". Candidates of non-Government Organisations are eligible only for Short Term Contract) # (The option of 'STC'/'Absorption'/'Re-employment' are available only if the vacancy circular are specially mentioned recruitment by "STC" or "Absorption" or "Re-employment").	:	
18.	Whether belongs to SC / ST	:	
19.	Contact Telephone/Mobile No.	:	

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 docunients in respect of Essential Qualifications/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 the Candidate

Address:_____

Certification by the Employer/Cadre Controlling Authority

The information/details provided in the above application by the applicant are true and correct as per the facts available on records. 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.....

(ii) His/Her integrity is certified.

(iii) His/Her CR Dossier in original is enclosed/photocopies of the ACRs for the last 5 years duly attested by an officer of the rank of Under Secretary of the Government of India or above are enclosed.

(iv) No major/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 years is enclosed (as the case may be).

Countersigned

.....

(Employer/Cadre Controlling Authority with Seal)

ANNEXURE-I to the Govt of India, MoD O.M No. 16180/Req/Principal/NDA/IDS/PERS Dated ..... **Sep, 2026**.

JOB DESCRIPTION/CHARTER OF DUTIES FOR THE POST OF PRINCIPAL AT NATIONAL DEFENCE ACADEMY (NDA), KHADAKWASLA, PUNE

(a) All cadets being trained at NDA get a proper and comprehensive grooming in academics. Ensure adequate and periodic counseling is available to cadets.

(b) Control and co-ordination of all academic departments and advising the commandant on all matter of policy in respect of academic training.

(c) To plan and give directions regarding academic instruction and implement the assessment.

(d) To review and recommend changes in the academic syllabus from time to time in accordance with the prevailing education policy in the country and the requirements of the service.

(e) Liaison with the JNU, education bodies and institution on matters of academic interest.

(f) To recommend to the Deputy Commandant withdrawal/relegation of cadets on academic grounds, whenever necessary.

(g) Dealing with all matters pertaining to allocation of duties to academic staff.

(h) Administration of such grants from Public and Regimental funds may be placed under him.

(j) Dealing with all matters pertaining to the discipline and service conditions of academic officers.

(k) To issue order for supervision, financial control and administration of the Academy Library.

(l) Any other duty assigned by the Commandant and Chief Instructor.

(m) Detailing of academic counsellors and academic staff as OA/JOA of clubs.

(n) Ensure updating of knowledge of members of academic faculty through their participation in seminars, symposiums etc.