



राष्ट्रीय खाद्य प्रौद्योगिकी उद्यमशीलता एवं प्रबंधन संस्थान
(सम विश्वविद्यालय एवं खाद्य प्रसंस्करण उद्योग मंत्रालय, भारत सरकार के अधीन स्वायत्त संस्थान)
National Institute of Food Technology Entrepreneurship and Management
(Deemed to be University & Autonomous Institute under Ministry of Food Processing Industries, Government of India)

File No: N/K/RTI/2019/20/1097

Date: 02.12.2019

To

Sh. Z. A. Khan,
C/o - Ahmed Ali Khan,
U-9, Pul Prehladpur,
Near Badi Masjid, PIN-110044, Delhi

Subject: Information under RTI application dated 15.10.2019

Sr. No.	Information(s) required	Reply
01.	Kindly provide a copy of approval for the post of Junior Analyst (FTL) approved by Ministry of Finance, Department of Expenditure for Food Testing LAB, NIFTEM.	Copy at Annexure 'A'
02.	Kindly provide the copy of approval charge in Grade Pay from PB-II with GP-4800 (Adv. No.- N/S/K/Rectt./1337/2016) to PB-II with GP-4200 (Adv. No. N/S/K/Rectt./981/2014-16).	Copy at Annexure 'B'
03.	Kindly provide the copy of approval change in Grade Pay from PB-II with GP-4200 (Adv. No. N/S/K/Rectt./981/2014-16) to PB-II with GP-4600 (Adv. No. N/S/K/1546/2018).	Copy at Annexure 'C'

In case you are not satisfied with the above information, you may prefer an appeal to the following Appellate Authority within the time limit prescribed under RTI Act, 2005.

Registrar
Appellate Authority, NIFTEM
Plot No – 97, Sec 56, HSIIDC Industrial Estate,
Kundli, Sonipat- 131028 (Haryana)


PIO, NIFTEM

Copy to:

1. Sh. Tualza Kam, Under Secretary, Government of India, Ministry of Food Processing Industries, Panchsheel Bhawan, August Kranti Marg, New Delhi- 110049
2. Appellate Authority, NIFTEM
3. CPIO
4. Guard File

Received on
21/12/2019
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Government of India
Ministry of Finance
Department of Expenditure
E.Coord.I Branch

Reference: Notes of M/o Food Processing Industries, File No. I-11016/1/2015-Institution Division.

The proposal from M/o Food Processing Industries regarding creation of 29 non-academic and technical posts for Food Testing Lab (FTL) & Pilot Plants (PP) in NIFETM has been considered in this Department.

2. In this regard, creation of following 10 posts is agreed to:

S.No	Name of the post	Pay Scale	No. of posts proposed by AM	Approved by DoE
1	Deputy General Manager	PB-3, G.P.-7600	2 (1 each FTL & PP)	0
2	Quality Assurance Manager	PB-3, G.P.-5400	3 (2 for FTL and 1 for PP)	1 (FTL + PP)
3	Manager	PB-3, G.P.-5400	3 (For PP only)	1 (For PP)
4	Senior Analyst	PB-3, G.P.-5400	4 (For FTL)	2 (For FTL)
5	Junior Analyst	PB-2, G.P.-4800	5 (For FTL)	2 (For FTL)
6	Foreman	PB-2, G.P.-4600	5 (For PP only)	2 (For PP)
7	Technician	PB-1, G.P.-2800	3 (For PP only)	2 (For PP)
	Total		25 (12 for FTL and 13 for PP)	10

This issues with the approval of Finance Minister.



(Renu Sarin)

Dy. Secretary (E.Coord.I)

Tel # 2309 2761

AS & FA, M/o Food Processing Industries

M/o Finance, D/o Expenditure, ID No: 160602/E.Coord.I/2015, Date: 03.11.2015

Secy (M/o FPI) may like to see

Secy

Please take suitable action.

JS (A/S)

10/11/2015
Dy. Secy

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US (Institutions)

AIA (KSS)
P.T.



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- Registrar - Put up final position

ARC(S)
Ms. Jyoti

Law Chngl
26/11/16
SPL
27/9/16

Reference notes at pre-pages.

It is submitted that, as per the recommendation of Dean (R) on page-62/N and observance on page-63/N, the pay structure of the following approved posts by the Ministry may be revised as follows:-

S. No.	Post Name	Earlier approved pay structure advertised posts	Revised Pay Structure	Remarks, if any
1.	Quality Assurance Manager (FTL+PP)	Rs. 15600-39100+5400/- GP (PB-3)	Rs. 15600-39100+5400/- GP (PB-3)	No Change
2.	Senior Analyst (FTL)	Rs. 15600-39100+5400/- GP (PB-3)	Rs. 9300-34800+4600/- GP (PB-2)	↓ reduced
3.	Junior Analyst (FTL)	Rs. 9300-34800+4800/- GP (PB-2)	Rs. 9300-34800+4200/- GP (PB-2)	↓ reduced

Submitted for kind perusal and approval please. Meanwhile, aforesaid posts may be advertised with revised Pay structure/Pay scale. Submitted please.

ARC(S) Registrar
Revised pay structures submitted for final consideration pl.

SPL
27/9/16

As we may progress the case and parallelly write to Ministry to accept the change in pay scales of the ser no 2 and 3.

2. Result shall be declared once receipt of approval.

Put up for approval please

Law Chngl
27/11/16

Humble VC

- A approval.

- De. place in respect FC & Board for ...

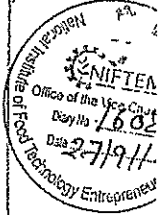
Give copy to DCF

ARC(S) SPL
27/9/16

DC(E&M)

copy recd.

File No. 187
From
Date 27/10/16
Sign



copy of relevant pages take for Adv. pr
27/11/16



सत्यमेव जयते



National Institute of Food Technology
Entrepreneurship and Management
Ministry of Food Processing Industries, Government of India

Annexure - C

F.No. N/S/K/1531/2018/Notification/257

Dated: 04.01.2018

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Notification

1. Title:

These Regulation may be called Revised Recruitment Rules for direct recruitment of Non-Teaching Posts.

2. Coverage:

These Regulations shall apply to the direct recruitment of non-teaching posts in NIFTEM. The details of non-teaching posts covered under these Rules is appended at Annexure-I. The No. of sanctioned posts are subject to variation.

3. Recruitment and Qualifications:

- i. As per Govt. of India Rules interviews in direct recruitment to Group 'B' and 'C' posts having Grade Pay of Rs.4800 or below is to be discontinued in all Govt. Institutions. Keeping this in view and to bring in objectivity & transparency in selection a score card based selection method has been adopted with a weightage of 87.5% for score care and a weightage of 12.5% for interview for posts having element of interview. As regards to other posts in which interviews are not required, objective type test has been prescribed in lieu of interview with equal weightage for score card & objective test.
- ii. This will minimize the subjectivity in selections and make the selection process transparent. Accordingly, the Recruitment Rules for all non-teaching posts mentioned at Annexure-I have been drawn with score card and selection process for all posts involving interview or not. In the later case, in place of interview written test of 100 marks have been prescribed. The written test will comprise of objective type questions to be answered in OMR sheets which will be evaluated by computer or manually depending upon the number of candidates. This will eliminate subjectivity altogether.
- iii. The revised Recruitment Rules for all non-teaching posts with score card have been approved by the Board of Management in its meeting held on 05.12.2017. The revised Recruitment Rules for all non-teaching posts are placed at Annexure - II.

4. Selection Process:

Selection process is indicated in the Recruitment Rules of each post.

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5. **Composition of Selection Committee:**

The Composition of Selection Committees is as given in the Recruitment Rules of each posts annexed herewith. Where Composition of Selection Committee is not indicated in Recruitment Rules it shall be as approved by competent authority from time to time.

6. **General Instructions:-**

- i. The eligibility as well as suitability of a candidate shall be considered based on the information provided by the candidates in his/her application.
- ii. All the columns as mentioned in the application should be supported by the relevant and authorized documents. Marks in score card shall be allotted only for such qualifications/experience claimed, which is supported by authentic documents.
- iii. Prescribed certificates should be obtained from competent authority on or before the last date of submission of application. In case of Centre of Excellence/ Infrastructure created, certificate issued by the Vice-Chancellor in case of Universities/ Directors in case of National Institutes only will be considered.
- iv. Any additional documents/ certificate/ record given after the last date of submission of filled – in application will not be considered for award of marks.
- v. If a candidate has submitted more than one application prescribed for the same post before the last date, the latest application will be considered as valid for the purpose of recruitment.
- vi. No interview will be conducted for the Group B & Group C category posts. Merit will be drawn based on 50% weightage of marks obtained in the score card and objective tests taken together.
- vii. Interviews whenever applicable will be conducted by the Selection Committee duly constituted as per the rules of the University and the marks as prescribed in the Score Card as well as for performance in interviews will be awarded by the Selection Committee and the decision of the Selection Committee shall be final.
- viii. The Institute has the right to prescribe minimum as well as set higher norms, while short listing the applicants, taking into account the requirement of the departments. Mere fulfillment of qualification requirements does not entitle candidates to be called for interview.
- ix. The Institute reserves the right to fill or not to fill any or all the posts advertised.
- x. The Institute reserves the right to restrict the number of candidates for interview to a reasonable limit on the basis of qualifications and experience and other academic achievements higher than the minimum prescribed in the advertisement.
- xi. No correspondence will be entertained with the candidates, who are not called for interview/selected for appointment.
- xii. Reservations including age relaxation to SC/ST/OBC/PwD etc. will be applicable as per Govt. of India norms/UGC norms.
- xiii. The Departmental candidates shall be allowed age relaxation of 5 years (SC/ST/OBC shall also be eligible for age relaxation prescribed for these

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13 Junior Analyst (FTL)

1.	Classification of Post	Administrative (Grade-II), Level 7 in 7CPC
2.	No. of Post(s)	02 (Two) <i>Subject to variation</i>
3.	Scale of Pay (Rupees)	Pay Band – II of Rs.9300.00 –Rs.34800.00 + Grade Pay of Rs. 4600/- (in 7 CPC Rs. 44900-142400)
4.	Whether Selection post or non-selection post	Selection Post
5.	Maximum Age Limit	35 years (as on date prescribed for submission of applications)
6.	Educational and other qualification required for direct recruitment.	<p><u>Essential Qualification & Experience:</u></p> <p>1. M.Sc. in Chemistry / Analytical Chemistry / Food sciences and Food Science and Technology/ Microbiology with minimum 55% marks.</p> <p>2. <u>Experience:</u> A minimum of 3 years experience in the capacity of quality assurance / quality control executive in NABL accredited quality control laboratory/Government recognized quality control lab/inspection/ food tech. lab./NIFTEM Lab. with areas of expertise in:</p> <p>i. Operation of sophisticated Analytical Instruments: GC, HPLC, AAS, UV-Vis, FT-IR for their application for characterization of food components and safety and quality evaluation of food products, undertaking studies for shelf life and packaging studies</p> <p>ii. Chemical/ Microbiological analysis of food products.</p> <p>iii. Preparation of SOPS and other quality documents for NABL Accreditations</p> <p>iv. New analytical method development and validation</p> <p>v. Analytical method Validation as per EU norms for food products for exports</p> <p>vi. Calculations of uncertainties, participation in proficiency testing.</p>
7.	Method of recruitment – whether by direct recruitment or by promotion or by deputation / transfer and percentage of vacancies to be filled by various methods.	Direct Recruitment/Deputation/Transfer.

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8.	In case of recruitment by promotion/deputation/transfer grades from which promotion/transfer/deputation to be made.	Deputation: Persons holding analogous posts and fulfilling the essential qualifications & experience as mentioned above for Direct recruitment are eligible.
9.	Probation Period	Two Years
10.	Age of Superannuation	60 Years

13.1 Score Card:

S. No.	Particulars	Marks allotted
I.	Academic background	Maximum marks allotted: 30
	a. Bachelor degree	<p>Maximum marks allotted: 10</p> <p>The score will be calculated in the following manner:</p> <p>10 multiplied by the % of marks obtained by the eligible applicant divided by 100. Where the marks are given in CGPA/OGPA, the conversion formula of that university will be applied.</p>
	b. Masters Degree	<p>Maximum marks allotted: 10</p> <p>The score will be calculated in the following manner:</p> <p>10 multiplied by the % of marks obtained by the eligible applicant divided by 100. Where the marks are given in CGPA/OGPA, the conversion formula of that university will be applied.</p>
	c. Other relevant PG Diploma of not less than 01 year.	<p>Maximum marks allotted: 05</p> <p>1) 01 mark for each Diploma.</p>

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	d. Medals/Award Recognitions obtained at Bachelor's Degree/ Masters Degree/Doctoral Degree levels for academic excellence	Maximum marks allotted: 05 1) 01 mark / each.
II.	Assessment of domain knowledge and managerial experience	Maximum marks allotted: 70
	a. Domain knowledge: <ul style="list-style-type: none"> • Consultancy Services • Developing of Training Modules for skill development • Development and Validation of methods. • Equipment calibration and Maintenance • Food testing • Implementation of skill developing programmes etc. • Industry connect • Lab Maintenance • Lab/ infrastructure development • Planning and execution of training programmes • Preparation of SOPs and other quality documents for NABL Accreditations • Routine analysis of food products using chemical and instrumental methods • Sample inventory management 	Maximum marks allotted: 30 2.5 mark for each activity.
	b. Relevant Lab experience	Maximum marks allotted: 25 1) 03 marks/year of experience above minimum experience prescribed.
	c. Training/Workshop/Seminar/Conferences attended in relevant fields.	Maximum marks allotted: 15 0.5 mark for 1-5 days, 01 mark for 06-13 days and 02 marks for 14 days and more, programmes.

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Note: Domain knowledge claimed by applicant should be supported by certificate from concerned authority.

Selection Process:

13.2 Scheme of Examination: Objective (multiple choice OMR/computer based) test comprising of 100 questions one mark each:

Test	Number of Multiple choice questions	Duration of test
Subject area (Food processing/testing and related subjects)	50	60 minutes
General intelligence & reasoning	15	60 minutes
General awareness	10	
Quantitative aptitude	10	
English comprehension	15	

There will be negative marking of 0.25 for each wrong answer.

- 13.3 Merit list will be drawn with 50 % weightage of the marks obtained in score card and objective test taken together. In case two or more candidates secure equal marks (i.e. score card + objective), the tie will be resolved by the following procedures:
- c. On the basis of date of birth with older candidate placed higher in merit; failing which
 - d. Alphabetical order of first letter of the name of the candidates placed higher in merit.

13.4 Composition of Selection Committee / Result Committee : As may be constituted by the competent authority

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categories under Govt. rules in addition to relaxation as Departmental candidates) who have completed 3 years service in NIFTEM.

- xiv. The outsource employees shall be allowed age relaxation of 5 years as well as 5% relaxation in marks percentage as prescribed for different posts in the Recruitment Rules.
- xv. All reserved category candidates shall be required to submit attested copies of the latest Caste certificate issued by competent authority. Similarly, PwD candidates shall be required to submit proof of physical disability certificate from competent medical authority.
- xvi. If it is found at a later date that any information given in the application is incorrect/false, the candidature/appointment is liable to be cancelled/ terminated.
- xvii. Separate applications should be submitted if applying for more than one post.
- xviii. Application sent through Email/Fax will not be entertained.
- xix. Salary and perquisites offered are as per 7th Pay Commission Pay Scales.

7. Additional Information:

- i. Candidates employed in Government and Semi-Government Organizations, Public Undertakings, University and Educational Institutions must apply through their present employers. If they anticipate unavoidable delay in their applications being forwarded through proper channel, they may submit advance copies of their applications directly to the Registrar, NIFTEM Plot No.97, Sector-56, HSIIDC Industrial Estate, Kundli-131028, District -Sonapat, Haryana. However, final selection will be made only after such application is forwarded by the concerned organization or NOC is submitted at the time of interview.
- ii. The candidate is responsible for the correctness of the information provided in the application.
- iii. Candidates are advised to visit the institute website regularly for updates and relevant information.
- iv. Short listed candidates will be informed by email and speed post for interviews.
- v. The Institute reserves the right to reject any or all applications or it may amend any of the clauses above as per orders of the competent authority/Govt. of India.
- vi. Incomplete applications shall be summarily rejected and no communication in this regard shall be entertained.

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(Dr. T.N. Giri)
Registrar.

To

1. All HoDs/Deans/ARs.
2. DC (F)
3. AR (IT) (for uploading on the website)
4. Notification Guard File.

CC to:

1. VC Sectt.
2. Registrar office.

