

From

The Chief Architect,  
Department of Urban Planning,  
Chandigarh Administration.  
Deluxe Building, Sector 9D,  
Chandigarh-160009.

To

1. The Ministries/Departments of Government of India,
2. The Chief Secretaries of State Governments.
3. The Chief Town Planners of States.
4. The Public Sector Undertaking/Autonomous organization.

File No. (TP)A-8/STP-2025/  
Dated Chandigarh, the

**Subject:- Filling up one post of Divisional Town Planner (Group A) in the pay scale of 15600-39100+7600/-Grade Pay (Level-12 as per 7th CPC); & One post of Assistant Town Planner (Group-A) in the pay scale of 15600-39100+5400/- Grade Pay (Level-10 as per 7th CPC) on deputation (including short term contract) in the Town Planning Wing, Department of Urban Planning, Chandigarh Administration.**

Sir/Madam,

I am directed to address you on subject matter and to state that one post of Divisional Town Planner (Group-A) in the pay band of Rs.15600-39100+7600/- Grade Pay (Level-12 as per 7th CPC) and one post of Assistant Town Planner (Group-A) in the pay scale of 15600-39100+5400/- Grade Pay (Level-10 as per 7th CPC) in the Town Planning Wing of the Department of Urban Planning, Chandigarh Administration is to be filled up by deputation (including short term contract) belonging to officer of the Central Government or State Government or Union Territory or Public Sector Undertaking or Autonomous Organizations. The post details as under:-

Sr. No.	Name of the post along with scale of Pay& Classification	No. of Posts	Essential Educational and other and qualification required for deputation (including short term contract)
1.	<b>Divisional Town Planner</b>  (In pay band of Rs.12,000+375-13500-400-15500 (Pre revised) Or  Rs.15600-39100+7600/- G.P.)(Level-12 as per 7th CPC)  General Civil Services Group-A Gazetted Post (Non Ministerial)	01  (One)	Officers of the Central Government or State Government or Union Territories or Public Sector Undertaking or Autonomous Statutory Organization:-  (a)(i) Holding analogous post on regular basis in the Parent Cadre or Department; <b>or</b>  (ii)With seven years service in the grade rendered after appointment thereto on regular basis in the scale of pay of Rs.7800-220-8100-275-10300-340-12000-375-13500 (Pre revised) Or Rs.15600-39100+5400/- G.P revised pay scale Level-10 as per 7th CPC) or equivalent in the parent cadre or Department; <b>and</b>  (b) possessing the following educational qualifications and experience:-  (a) (i) A degree in Bachelor of Technology (Planning) from a recognized University or Institute or equivalent;  (ii) Five years experience in Town Planning.

			<p style="text-align: center;"><b>Or</b></p> <p>(b) (i) Post Graduate Degree in City and Regional Planning from a recognized University or Institute or equivalent;</p> <p>(ii)Two years experience in Town Planning</p>
2.	<p><b>Assistant Town Planner</b></p> <p>(In the pay band of Rs.7800-220-8100-275-10300-340-12000-375-13500(Pre revised) Or</p> <p>Rs.15600-39100+5400/- G.P. (Level-10 as per 7th CPC)</p> <p>General Civil Services Group-A Gazetted Post (Non Ministerial)</p>	01 (One)	<p>Officers of the Central Government or State Government or Union Territories or Public Sector Undertaking or Autonomous Statutory Organization:-</p> <p>(a)(i) Holding analogous post on regular basis in the Parent Cadre or Department; <b>or</b></p> <p>(ii)With five years' service in the grade rendered after appointment thereto on regular basis in the scale of pay of Rs.7,200-220-8,100-275-10,300-340-11,660 (Pre Revised) Or (Rs.9300-34800+4600/- G.P revised pay scale Level-07 as per 7th CPC) or equivalent in the parent cadre or Department; <b>and</b></p> <p>(b) Possessing the following educational qualifications and experience:-</p> <p>(a)(i) A degree in Bachelor of Technology (Planning) from a recognized University or Institute or equivalent;</p> <p>(ii) Three years experience in Town Planning.</p> <p style="text-align: center;"><b>Or</b></p> <p>(b)(i) Post Graduate Degree in City and Town Planning from a recognized University or Institute or equivalent;</p>
<p>Note: The Departmental officers in the feeder category who are in the direct line of promotion shall not be eligible for consideration for appointment on deputation. Similarly, deputationists shall not be eligible for consideration for appointment by promotion (period of deputation including 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 to exceed 3 years. The maximum age limit for appointment by deputation (including short term contract) shall not be exceeding 56 years as on the closing date of receipt of application.</p>			
Other Terms and Conditions			
1.	Upper Age Limit	Not to be exceeding 56 Years of age	
2.	Period of Deputation	One year in the first instance and to be extended from time to time or reduced according to the requirements. However, the period of deputation will not ordinarily exceed three years.	

33.	Pay	Own scale of pay without any deputation allowance as per terms & conditions of Chandigarh Administration.
44.	D.A. & Local Allowances	According to the rules of Chandigarh Administration
55.	T.A. Joining time & Transfer T.A.	According to the rules of Government to which deputed i.e. Central Rules
66.	Leave and Pension	The rules of Parent Government
77.	Leave Travel Concession, Medical Concession & Accommodation	According to Central Government Rules
88.	Leave Salary and Pension contribution	The Allocation of leave salary and pension charges payable by this Administration will be regulated under the Rules of the parent Government.

The aforementioned terms and conditions are subject to instructions as issued adopted by the Chandigarh Administration from time to time.

The eligible officers/officials should apply for aforesaid posts and forward their applications through their department. While forwarding the applications of the eligible officers, the concerned department should furnish the following documents & certificates:

- The application/Bio-data on prescribed pro forma (in original) as per Department of Personnel & Training, Government of India O.M. No. A.B14017/28/2014/Estt.(RR) dated 02.07.2015 (Link: <https://documents.doptirculars.nic.in/D2/D02eod/Scan20240705115736-compressediamPO.pdf>)
- The Attested copies of ACRs/APARs of the last five years.
- The Cadre Clearance Certificate, Integrity Certificate, Vigilance Clearance Certificate, and statement of Major/Minor penalties, if any, imposed on the candidate during last ten years, in original, or no penalty certificate, as the case may be, duly signed by the Competent Authority.
- The Certificate regarding as to no pendency of Court Case against the officer/official concerned.

The Officers/officials who apply for the post will not be allowed to withdraw their candidature at later stage. Applications not received through proper channel or after the due date or without the above mentioned documents will be rejected without assigning any reason.

The suitable & willing officers/officials must apply through proper channel within 21 (Twenty One) days from the issue of this letter. The complete application along with all the requisite documents as mentioned above shall be forwarded to the Chief Architect, Department of Urban Planning, Chandigarh Administration, 2<sup>nd</sup> Floor, Old U.T. Secretariat, Sector 9D, Chandigarh, 160009.

This vacancy circular is also available on the websites of this administration and department, i.e., <https://urbanplanning.chd.gov.in>.

Senior Town Planner  
Chief Architect,  
Department of Urban Planning,  
Chandigarh Administration.