

**APPLICATIONS INVITED FOR THE POST OF REGISTRAR AND MANAGING DIRECTOR & CHIEF EXECUTIVE OFFICER (CENTRAL REGISTRAR) OF CENTRAL REGISTRY.**

Applications are invited for the post of registrar and managing director & chief executive officer (central registrar) of central registry having its Head Office at New Delhi.

The Central Registry of Securitisation Asset Reconstruction and Security Interest of India (Central Registry) has been incorporated as a Government Company under Section 25 of the Companies Act, 1956. The Central Registry has been operationalised w.e.f. 31<sup>st</sup> March, 2011 and is headed by Registrar and Managing Director & Chief Executive Officer (Central Registrar).

**ELIGIBILITY CRITERIA**

Applications are invited from eligible and willing candidates who fulfill the following criteria:

- a. All eligibility criteria will be reckoned as on 29.08.2014. The officer should be below the age of 59 years as on 29.08.2014.
- b. General Managers or above of Nationalised Banks / State Bank of India / equivalent level officers in the Associate Banks of the State Bank of India / Chief General Managers or above in IDBI Bank.
- c. Chief General Managers or above in Reserve Bank of India (RBI) / National Bank for Agriculture and Rural Development (NABARD) / Small Industries Development Bank of India (SIDBI) / India Infrastructure Finance Company Ltd. (IIFCL) / EXIM Bank of India General Managers or above of National Housing Bank (NHB)/ Public Sector Insurance Companies. Equivalent level officers in Financial Institutions are also eligible provided the Institutions so covered should not have less than fifty-one per cent of the paid-up capital being held or controlled by the Central Government.
- d. Joint Secretary level officers of the Central Government, working in the pay scale of Pay Band 4 and Grade Pay of Rs. 10,000/- or Director level officers of the Central Government, working in the pay scale of Pay Band 4 and Grade Pay of Rs. 8,700/- who have worked for at least three years as Director, are also eligible to apply for the post.

A copy of the Guidelines for appointment to the post of Central Registrar is annexed.

## PAY SCALE

The post of Central Registrar of Central Registry carries the Pay Scale of Rs.65000- 78000/- with an annual Increment @ 3%.

## TERM OF OFFICE

i Tenure of Central Registrar would be 3 years from the date of joining of office subject to condition that in case of deputation, if the officer reaches the age of superannuation (62 years) while working at the post of Central Registrar, he/she shall be repatriated to his/her parent organization/office, 15 days prior to the age of superannuation.

ii The tenure of the officer may be extended with the approval of Finance Minister, provided that extended tenure shall not be beyond the time the officer attains the age of 62 years.

## RECEIPT OF APPLICATION

Willing and eligible candidates may apply through proper channel, in the prescribed proforma (Annexed) along with attested copies of ACRs for the last seven years i.e. from 2007-08 to 2013-14. The applications should reach **within 15 days from the date of appearance of this advertisement on the Website** of Department of Financial Services, Ministry of Finance, Govt. of India (latest by **29.08.2014**) in a sealed cover superscribed with "**Applications for the post of registrar and managing director & chief executive officer (central registrar) of central registry** in confidence to:

Director (Recovery),  
Department of Financial Services, Ministry of Finance,  
Govt. of India, 3<sup>rd</sup> Floor, "Jeevan Deep Building",  
Sansad Marg, New Delhi – 110 001

The candidates may be required to appear before the Selection Committee for an interaction for which no TA/DA will be paid by the Ministry.

**Note:** **Direct/Advance applications need not be sent.** Only those applications which are received through proper channel by the stipulated date will be considered. Incomplete applications will be summarily rejected.



(Mihir Kumar)

Director (Recovery)

Tel. No: 011-23748732



## PROFORMA

**APPLICATION FOR SELECTION**  
**TO THE POST OF REGISTRAR AND MANAGING DIRECTOR & CHIEF**  
**EXECUTIVE OFFICER (CENTRAL REGISTRAR) OF CENTRAL REGISTRY**  
**OF SECURITIZATION ASSET RECONSTRUCTION AND SECURITY**  
**INTEREST OF INDIA (CERSAI)**

1. Name in Full (in Block Letters) :
2. (a) Date of Birth:  
(b) Age as on 29.08.2014:
3. (c) Date of Retirement in present service:
4. Father's/ Husband's name :
5. Present Address:  
(i) Office (Address with Tel./Mobile No., e-mail ID):  
  
(ii) Residence (Address with Tel. /Mobile No., e-mail ID):.
6. Parent Office's/organisation's complete Address:  
(with Telephone No. and FAX No.)
7. Educational qualifications :
8. (a) Date of entry in the service:  
  
(b) Name of service :
9. Details of postings (in last 10 years):

Recent  
passport size  
photograph  
duly signed  
by the  
applicant

S. No.	Post held on regular basis	Scale of Pay & Basic Pay	Office/Organisation	Nature of duties	Experience in the field of Finance/ Banking, etc	Period	
						From	To

10. (a) Present post held:  
(b) Whether selection to the post is approved by the Appointments Committee of the Cabinet:  
(c) Date of appointment in present post, on regular basis:  
(d) Present pay and Scale of pay of Present post held:  
(e) Duties and responsibilities of the post

11. (a) Whether any penalty imposed upon the applicant during the last ten years. If yes, the details thereof:
- (b) Whether any Disciplinary action/ charge sheet is pending/contemplated:
- (c) If yes, the details thereof:
12. How qualified for the post applied for :  
(Please give full details)
13. Whether belong to SC/ ST/OBC :
14. Any other Qualifications/ Experience not covered above :
15. I certify that the above details furnished by me are true to the best of my knowledge and belief and I am eligible for the post.

(Name & Signature of Candidate)

Place: \_\_\_\_\_

Date: \_\_\_\_\_

**OFFICE OF .....**  
**(Cadre Controlling Authority)**

Certified that the particulars given above are correct as per records available in the Office of .....

It is also certified that Shri/Smt. .... is clear from vigilance angle and no disciplinary proceeding are pending or contemplated against the officer. The Integrity Certificate is enclosed.

The Annual Confidential Reports / Annual Performance Appraisal Reports for last 7 years i.e. 2007-08 to 2013-14 are enclosed.

**(Name & Signature of Officer  
with Official Stamp)**

Place: \_\_\_\_\_

Date: \_\_\_\_\_

**Guidelines for Appointment to the post of Registrar and Managing Director & Chief Executive Officer (Central Registrar) of Central Registry of Securitization Asset Reconstruction and Security Interest of India (Central Registry)**

The Central Registry of Securitisation Asset Reconstruction and Security Interest of India (Central Registrar) has been set up to prevent fraud in loan cases involving multiple lending from different banks on the same immovable property. The Central Registry has been incorporated as a Government Company under Section 25 of the Companies Act, 1956 and operationalised w.e.f. 31<sup>st</sup> March, 2011.

2. Central Registry is to be headed by Registrar and Managing Director & Chief Executive Officer (Central Registrar).
3. The roles and duties of Registrar and MD & CEO involve two types of functions:
  - i. Statutory Functions as Registrar of Central Registry, constituted under SARFAESI Act.
  - ii. Administrative Functions as MD & CEO of Central Registry i.e. for managing the Central Registry.

Central Registrar has to play an important role in the rapidly growing banking sector.

4. **Applicability:** These guidelines would apply for the appointment of Central Registrar.

5. **Pay Scale:** Rs. 65,000 - 78,000/- with annual increment @ 3%.

6. **Tenure on Appointment**

- i. The tenure of Central Registrar would be three years from the date of joining of office.
- ii. The tenure of the officer may be extended for the fourth and fifth year with the approval of Finance Minister, provided that extended tenure shall not be beyond the time the officer attains the age of 62 years.



7. **Eligibility for Consideration**

- i. The cut-off date for determining the eligibility will be reckoned as on the last date of receipt of application in case of the first appointment. Thereafter, the cut-off date for determining the eligibility will be reckoned from the date of vacancy.
  
- ii. The eligibility for consideration for selection of the officer will be as under:
  - a. General Managers or above of Nationalised Banks / State Bank of India / equivalent level officers in the Associate Banks of the State Bank of India / Chief General Managers or above in IDBI Bank.
  - b. General Managers or above of National Housing Bank (NHB), Chief General Managers or above in Reserve Bank of India (RBI) / National Bank for Agriculture and Rural Development (NABARD) / Small Industries Development Bank of India (SIDBI) / India Infrastructure Finance Company Ltd. (IIFCL) / EXIM Bank of India and General Managers or above in Public Sector Insurance Companies are also eligible to apply for the post. Equivalent level officers in Financial Institutions are also eligible provided the Institutions so covered should not have less than fifty-one per cent of the paid-up capital being held or controlled by the Central Government.
  - c. Joint Secretary level officers of the Central Government, working in the pay scale of Pay Band 4 and Grade Pay of Rs. 10,000/- or Director level officers of the Central Government, working in the pay scale of Pay Band 4 and Grade Pay of Rs. 8,700/- who have worked for at least three years as Director, are also eligible to apply for the post.
  
- iii. Officers should be below the age of 59 years, as on the cut-off date stated in para- 7 (i) above.
  
- iv. Preference will be given to officers with a background in banking and/or finance and/or insurance and computer / ICT.
  
- v. A Committee of officers of Department of Financial Services, which includes the Joint Secretary dealing with the appointment of Central Registrar, the Director/Dy. Secretary dealing with the appointment of Central Registrar and the Director/Dy. Secretary dealing with appointments of CMDs/EDs of Public Sector Banks, shall scrutinize the applications.
  
- vi. If the number of eligible officers, applying for the post is large, with the approval of the Chairman of the Selection Committee (para- 8 (iv), below), the applications would be shortlisted by the Committee of Officers, on the



basis of Annual Performance Appraisal Reports (APARs) of the last seven years as provided in para- 8 (viii) below and only shortlisted officers would be called for interaction before the Selection Committee.

**8. Procedure for Selection**

- i. Ordinarily, the action to fill up the vacancy will be initiated 9 months before the completion of the term of the existing incumbent.
- ii. The vacancy will be circulated to Department of Personnel & Training (DoP&T), all Public Sector Banks, Financial Institutions as stated in para- 7 (ii) above and Public Insurance Companies and will also be uploaded on the Website of Deptt. of Financial Services.
- iii. Appointment to the post of Registrar and Managing Director & Chief Executive Officer (Central Registrar) would be made on the recommendation of the Selection Committee.
- iv. A Selection Committee comprising of Secretary, Department of Financial Services, as Chairman and four Members viz. Dy Governor, RBI and the 3 external experts, will interact with the eligible candidates to empanel them based on their performance during the interaction, domain knowledge, banking skills and Annual Performance Appraisal Reports (APARs).
- v. The experts to be associated with the Selection Committee will be the panel of experts approved by ACC for the selection of CMDs of PSBs.
- vi. Any three members, including the Chairman and Dy. Governor, RBI, shall form a quorum for meeting of the Selection Committee.
- vii. The Selection Committee will, after interaction with eligible candidates, prepare a merit list of maximum 3 (three) candidates after taking into account the APARs of last seven years and their suitability as assessed during the interaction. Out of the total maximum score of 100, 70 marks will be awarded based on the Annual Performance Appraisal of the past seven years and the remaining 30 marks will be awarded based on the Performance during the interaction, domain knowledge and experience.
- viii. Out of the 70 marks to be awarded based on the APARs, maximum of 10 marks would be awarded for each year (10 marks for outstanding, 08 marks for very good, and 06 marks for good). If there are adverse remarks, 2 marks would be deducted for each such APAR. Further, in PSBs/FIs/PIC/ others where there are only 3 or 4 Grades, instead of the usual five, the highest grading will be converted to the highest level for the purpose of awarding marks. For example, if a Bank/FI/PIC/others does not have "outstanding" in its grading system, the grading "very good" will be treated as "outstanding", the grade 'good' would be treated as very good. The grade 'Average' would not be upgraded.

- ix. Further, a minimum benchmark of 50 (out of the total of 70 marks) in the last 7 APARs would be required for eligibility for consideration.
- x. If an officer has been imposed more than three minor penalties or more than one major penalty and two minor penalties or two major penalties in his/her career, he/she will not be considered eligible for pool of selection for the post. Besides, in case any officer has been awarded any major penalty in the last 7 years, he/she will not be considered for appointment.
- xi. The status of vigilance clearance in respect of the candidates shortlisted for selection from the Central Vigilance Commission, Deptt. of Financial Services and the RBI / IRDA would be obtained before submission of the proposal to ACC.
- xii. The panel of selected candidates will be valid for one year from the date of Selection Committee meeting.

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