

A-50013/199/2020-ADMINISTRATION-MOWR-Part(1)

Government of India

भारत सरकार

Ministry of Jal Shakti

जल शक्ति मंत्रालय

Department of Water Resources, River Development & Ganga Rejuvenation

जल संसाधन नदी विकास एवं गंगा संरक्षण विभाग

(Administration Section)

प्रशासन अनुभाग

Shram Shakti Bhawan, Rafi Marg,

New Delhi, dated 1st July, 2025

CIRCULAR

With Reference to the Department of Personnel & Training's Circular (F. No. 20/2/2023-24/CCSCSB) dated 19.06.2025 (Copy Enclosed), interested applicants have been invited by DoPT for filling up of Posts of Convener in the following Five disciplines namely for the year 2025-2027:

- i. Carrom,
- ii. Hockey,
- iii. Lawn Tennis,
- iv. Music Dance and Short Play
- v. Table Tennis.

2. Interested Applicants may fill Annexure-I and Annexure-II of the aforementioned Circular and submit the same to Administration Section at the earliest for further submission to DoPT within stipulated time.

Encl: As Above



(Raju)

Under Secretary to the Govt. of India

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To,

1. Wings Head/Division Head.
2. For uploading on Intranet.

F.No. 20/2/2023-24/CCSCSB
Government of India
Ministry of Personnel, Public Grievances and Pensions
Department of Personnel & Training
Central Civil Services Cultural & Sports Board

2487918
30/6/25

Room No. 361, 3rd Floor,
Lok Nayak Bhawan, New Delhi-110003
Dated: 19.06.2025

CIRCULAR

The Central Civil Services Cultural and Sports Board (CCSCSB) is the Central agency for promotion of Cultural and Sports activities amongst the Central Government employees. CCSCSB ensures large and effective participation of the Central government employees in the said activities for physical fitness and recreation. With these objectives in view, the CCSCSB holds All India Civil Services Tournaments and sends teams in prestigious Tournaments in the country. The Board also organizes Inter-Ministry Tournaments in the following cultural and sports disciplines every year:

Sr.No.	Discipline	S.No	Discipline
1	Athletics	2.	Badminton
3	Basketball	4	Carrom
5	Chess	6	Cricket
7	Football	8	Hockey
9	Kabaddi	10	Kho-Kho
11	Lawn Tennis	12	Music Dance & Short Play
13	Power lifting, Weightlifting and Bench Press	14	Best Physique
15	Shooting Ball	16	Swimming
17	Table Tennis	18	Volleyball
19	Wrestling	20	Yogasana

2. The Board invited nominations for the post of Conveners for the above disciplines of sports organized by the CCSCSB via circular of even no. dated 28.03.2025 amongst the Central Government employees for two years i.e. for 2025-27. Accordingly, the Board vide its order of even no. dated 19.06.2025 has appointed the conveners for the 15 disciplines of sports other than in Carrom, Hockey, Lawn Tennis, Music Dance & Short Play, Table Tennis.

3. CCSCSB now re-invites the applications for the post of convener in these five disciplines namely- Carrom, Hockey, Lawn Tennis, Music Dance & Short Play and Table Tennis for the years 2025-2027 and accordingly nominations are invited in the prescribed proforma (Annexure-I), for all the above 5 sports/cultural activities only. The applicants must be posted in Delhi only. Anyone who has already served as Convener in the CCSCSB for two consecutive terms (2021-23 and 2023-25) in any sport/discipline is not required to apply for the position of Convener in any sport/discipline for the 2025-27 term.

4. The Board is looking for experienced and dedicated conveners. The duties and responsibilities of the convener are given in (Annexure-II). Welfare Officers of the Ministries/Departments are requested to forward the names of deserving/suitable candidates for taking up the role of conveners after going through the qualification and experience required by the candidates in cultural and sports activities to assess their suitability to act as Convener of a

SH. RAJAT
19/6/25

No.20/2/2023-24/CCSCSB
Government of India
Ministry of Personnel Public Grievances and Pensions Department of
Personnel and Training
CENTRAL CIVIL SERVICES CULTURAL AND SPORTS BOARD

(Application for the post of Convener)

1. (a) Name :
- (b) Designation :
- (c) Pay Level :
- (d) Holding the present post since:
- (e) Whether on deputation / Loan basis. (Yes/ No).....
- (f) If Yes, completion date of your deputation/ loan period.....
2. Name of Administrative / Ministry/Department (with full correspondence address):
.....
.....
3. Nomination for discipline of sports :
4. (a) Date of Birth :
- (b) Age as on 01.04.2025 :YearsMonth.....Day
5. (a) Service /Cadre of the applicant.....
- (b) Is there any disciplinary action or vigilance enquiry pending against you (Yes/No).....
- (c) If yes, please provide details & current status:
.....
.....
6. Educational Qualification :
7. Proficiency in Sports/Cultural activities :

Passport size photo

S.No	Particulars	Details of Participation:-		
		How many times participated as a		
		Player	Coach	Manager
1.	Inter Ministry			
2.	AICS			
3.	National level Tournaments			
4.	International level Tournaments			
5.	Others			

Duties & Responsibility of Convenor

1. The Convener will be a representative of the Board and will carry out his duties as directed by the Board from time to time.
2. The services of the Convener are absolutely voluntary and should not be considered in terms of monetary returns.
3. The Convener shall be responsible for carrying out various activities with respect to the game/event with which he is concerned. This includes helping the Board in getting the officials /referees/experts etc. informing various teams/players and other concerned offices about the activities of the Board etc.
4. The composition of team shall be finalized by the Convener based on the performance of the players in the Inter-Ministrial tournament. In case of any complaint/dispute on selection process, the matter will be examined by the Board and if required, a fair trial for selection of the players may conduct through a selector of SAI or any other independent Committee in the presence of Convener and representative of the Board.
5. The Convener, in consultation with the Board will select the coach for the AICS team. The Coach must have the experience of – at least five years in the specific game.
6. Selection of the team manager or other officials shall be done by the Convenor in consultation with the Board.
7. For the women team, the Coach or Manager or both should be a woman.
8. The Convener shall also be responsible for ensuring regular practice/training of the teams/players, in particular before the All India Civil Services Tournaments, etc.
9. Any other tasks for the promotion of cultural/sports activities assigned by the Board shall be carried out by the Convener.
10. The Convener shall settle the accounts, within 15 days of the Tournaments. All advances if any should be cleared within 30 days under all circumstances.
11. At the close of the financial year, the Convener will have to submit an annual report in regard to performance of Central Secretariat Team in various tournaments. He will also submit separate report at the conclusion of Inter-Ministry and AICS Tournaments regarding conduct of these tournament and further suggestion in improving the game.
12. The Convenor will be liable for action in case of omission or commission of any act prejudicial to the interest of the Board. In case the performance of the Convener is not found satisfactory, the Board may dispense with his services at any time without assigning any reason. The decision of the Board shall be final and binding.