

No. Q/PG/575/16/2024
Ministry of External Affairs
Administration Division
(PG Section)

Dated: 05th March 2025

Subject: Addendum to the 19th Meeting of the Protectorate of Emigrants Establishment Board (PoEEB) and extension of last date for completion of submission of applications and related documents.

Reference this Ministry's circular of even No. dated 09.12.2024 and 16.01.2025 regarding filling up of vacancies in the offices of Protector of Emigrants through the 19th Meeting of the Protectorate of Emigrants Establishment Board (PoEEB). The following amendments may please be noted:

(a) The following vacancy (ies) have been added in the list of vacancies for the 19th PoEEB:

Sl. No.	PoE office	Designation/Post	No. of vacancy
1	Bengaluru	ASO	01

(b) The last date for completion of submission of applications and related documents has been extended to **12th March 2025**.

2. All other terms and conditions, mentioned in the circular dated 09.12.2024, remain the same.

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(Sushant Suraj)
Under Secretary (PF & PG)
Ministry of External Affairs
Room No. 4071, 'B' Block
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Janpath, New Delhi-110011
Email: uspf@mea.gov.in
Tel: 011-23085367

To all Ministries and Departments of Central and State Governments of India.

Copy to:

1. All users at Headquarters.
2. All HOCs in Missions/Posts abroad.

No. Q/PG/575/16/2024
Ministry of External Affairs
Administration Division
(PG Section)

Dated: 16th January 2025

Subject: Extension of last date for receiving of applications for the 19th PoEEB.

Reference this Ministry's circular of even No. dated 09.12.2024 regarding filling up of vacancies in the offices of Protector of Emigrants through the 19th Meeting of the Protectorate of Emigrants Establishment Board (PoEEB).

2. The last date for submission of applications for consideration in the 19th PoEEB has been **extended till 10th February 2025**.
3. All other terms and conditions, mentioned in the circular dated 09.12.2024, remain the same.



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To all Ministries and Departments of Central and State Governments of India.

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- Granting emigration clearance to the intending emigrants as per the procedure prescribed under the Emigration Act, 1983.
- Monitoring recruitment activities of RAs, illegal agents under the supervision of the Protector General of Emigrants.
- Inspect, to an extent and in a manner as may be prescribed-any emigrant conveyance, or any other conveyance if he has reason to believe that any intending emigrant or emigrants are proceeding from, or returning to, India; to or from a place outside India by such other conveyance.
- Inquire into the treatment received by emigrants during their voyage or journey to, and during the period of their residence in the country to which they emigrated and also during the return voyage or journey to India and report thereon to the Protector General of Emigrants or such other authority as may be prescribed.
- Aid and advise, so far as reasonably as one can, emigrants who have returned to India.

5. Applications, in the attached proforma (**Annex-B**), are invited from eligible officers of the Central/State Government Ministries/Departments for these vacancies through proper channel. An advance copy of the application may also be sent by applicants directly to this Ministry for information. Applicants should be clear from vigilance angle. The extant guidelines of DoPT related to deputation will be applicable for the deployment of officials in PoE offices.

6. Duly filled in applications along with the following should reach this Ministry latest by **20th January 2025**:

- a) Vigilance clearance.
- b) Cadre clearance.
- c) Certified copies of previous 5 years APAR/APAR extracts.
- d) Details of minor/major penalty imposed, if any, on the officer by the competent authority.

7. Applications should be sent by email at uspf@mea.gov.in & aopg@mea.gov.in. Hard copies of the application may be sent by registered/speed post to the following address: Under Secretary (PF&PG), Room No. 4071, Jawaharlal Nehru Bhawan, 23-D, Janpath, Ministry of External Affairs, New Delhi-110011.

8. Officers must ensure timely submission of the requisite APARs and Annual Property Returns as these will be taken into consideration for posting to PoE offices. Details of minor/major penalty imposed, if any, on the officer by the competent authority should also be intimated.

9. Officers applying in response to this circular are reminded of Rule 20 of the Central Civil Services(Conduct) Rules, 1964.


(Mukesh Kumar Ambasta)
Under Secretary (PF & PG)
Convener, PoEEB

**Ministry of External Affairs
Administration Division**

9th December 2024

**Vacancies in PoE offices for the 19th Meeting of
the Protectorate of Emigrants Establishment Board (19th PoEEB)**

PoE office	Post and date of vacancy			
	US	SO	ASO	Total
Bengaluru	0	1	0	1
Chennai	0	1	0	1
Guwahati	0	0	1	1
Hyderabad	1	0	0	1
Mumbai	0	0	2	2
Total	1	2	3	6

**Ministry of External Affairs
(Administration Division)**

Representation Proforma for officials seeking transfer to PoE offices

Post applied for (*Tick whichever is applicable*)

- Protector of Emigrants (US) – Head of Office
 Section Officer
 Assistant Section Officer

*Paste your
recent
passport size
photograph*

1. Personal Particulars:

(i)	Full name	
(ii)	Designation	
(iii)	Pay level & Basic Pay	
(iv)	Date from which present post is held on regular basis.	
(v)	Cadre to which the officer belongs	
(vi)	Parent Ministry or Organization	
(vii)	Date of birth	
(viii)	Educational qualification	
(ix)	Present deployment & place of posting.	
(x)	Permanent Address	
(xi)	Details of leave availed (Nature & duration) during the last two years.	

2. Details of previous postings abroad and in India:

Hqrs/Station	Classification	Period of stay with dates

3. Details of Disciplinary proceedings, if any:

4. Preferences for a minimum of three PoEs, with reasons, if any:

Preference	City	Remarks
Option-1		
Option-2		
Option-3		

- 5. **Date of submission of APAR for the year 2023-24** :
- 6. **Date of submission of Annual Property Return for the year 2023** :
- 7. (a) **Name of Reporting officer & designation** :
-
- (b) **Name of the Reviewing officer & designation** :
-

8. Declaration:

I am fully aware of the working conditions at the Protector of Emigrants Offices. I am willing to be deployed in any PoE office, even if it has not been indicated as my choice in the application on initial transfer or either during the duration of my tenure in a PoE office. I understand that transfer to PoE offices is being decided in public interest and Ministry's own administrative and functional needs. I agree to abide by the decision and will not ask for review of the decision.

Further, in view of DoPT's O.M. No.14017/02/2022-AIS-II(Pension) dated 17.08.2022, if I join Protector of Emigrants office without taking 'No Objection' from the Cadre Controlling Authorities concerned, I shall also be liable to disciplinary action under relevant rules and the existing appointment may be terminated and I may also be repatriated to the parent cadre/organization with immediate effect.

I have carefully gone through the vacancy circular/advertisement and 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 :

Place :

(Signature of the applicant)

E-mail ID :

Mobile No.:

Recommendation of HOD

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(Signature of HOD with stamp)