

No. A-60011/35/2018-Admn.I(LA)

Government of India
Ministry of Law & Justice
Department of Legal Affairs

4th Floor, 'A' Wing
Shastri Bhawan, New Delhi
Dated the 21st May, 2018

CIRCULAR

Subject:- Deputation of legal experts to the Government of Seychelles under Indian Technical & Economic Cooperation (ITEC) programme.

A copy of vacancy circular received from Ministry of External Affairs (MEA) vide their reference no. DPA-II/B-2311/09/2018/ITEC-II dated 25.04.2018 on the subject mentioned above is circulated for information to all the ILS Officers in this Department.

2. The eligible Officers who wish to apply may forward their application along with all the requisite documents through proper channel. In case of any further clarifications, applicants are advised to contact the concerned Ministry/ Department.

Encl: as above.

(A.K. Joshi)

Deputy Secretary to the Govt. of India
Tel. 2338 4109

All the ILS Officers in the Department of Legal Affairs. [Kindly see the MEA communication cited above @ www.legalaffairs.gov.in and e-office portal for details.]

(i)
No. DPA-II/B-2311/09/2018/ITEC-II
Ministry of External Affairs
(DPA-II Division)

Dated: 25th April, 2018

Subject: Deputation of legal experts to the Government of Seychelles under ITEC programme

Development Partnership Administration (DPA) in Ministry of External Affairs is entrusted with the task of undertaking various capacity building programmes and development projects abroad, as part of its Technical Co-operation programme under Government of India assistance. This also includes deputation of experts to partner countries.

2. In this connection, our Mission in Victoria (Seychelles) has received a proposal for deputation of legal experts in different fields under ITEC (Indian Technical & Economic Cooperation) programme.

2. The ITEC experts would be paid Pay, Grade Pay plus the Compensatory Foreign Allowance depending upon their ranks by the Ministry of External Affairs. Accommodation, local transport and medical facilities will be provided by the receiving Government as per the rank of the expert. Duly completed ITEC forms giving details of job requirements, aims and objectives, experience and education/technical qualification are enclosed herewith.

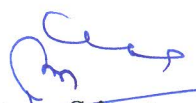
3. The number of posts and respective periods of deputation from the date of assumption of charge of the new assignment by the ITEC experts are mentioned below:

Registrar-General's Officers

i) Land Registration Consultant – 1 Post	2 Years
ii) Industrial Property Consultant- 1 Post	2 Years
iii) Company/Business Registration Consultant- 2 Posts	2 Years

4. Department of Legal Affairs is, therefore, requested to nominate suitable experts in the respective fields for the above deputation at the earliest so that further action may be taken in the matter.

Regards


(Brajesh Kumar Srivastava)
Under Secretary(TC-II)

Deptt. of Legal Affairs
(Attn.- Dr. Rajiv Mani, JS & LA)
R. No. 417 (A)
Shastri Bhawan, New Delhi

*Re 4/5/18
pl put up
DS(AK)*

*7/5/18
Sd/-*

*07/05/18
Sh. I.G.*

Government of India
Ministry of External Affairs
Development Partnership Administration

**DEPUTATION OF EXPERT FROM INDIA UNDER THE
INDIAN TECHNICAL AND ECONOMIC COOPERATION (ITEC)
PROGRAMME**

APPLICATION FORM

Name of the host country	Seychelles	
Designation of the proposed Expert	Land Registration Consultant (1post (1 position))	
Period of deputation	From	To
	01/06/18	31/05/20

Part -I
TO BE FILLED BY HOST GOVERNMENT

1	Description of the project.	Technical Assistance in Land Registration
2	Aims and objectives to be achieved through the proposed deputation of the Expert	<ul style="list-style-type: none"> • Work in close collaboration with the Registrar General • Experience and exposure to Land Registration and Management • Review of the internal system and procedures in relation to Land Registration • Identify weaknesses and strengths and make necessary recommendations in regards to the system and controls within the Division • Work on and facilitate capacity building plan to empower staff of the Land Registration Section • Work with the different laws relevant to Land Registration and make necessary recommendations for amendments
3	Description of staff to be attached with the Expert on the project.	1 Principal Registration Officer 2 Senior Registration Officers 6 Registration Officer 5 Assistant Registration Officer 6 Senior Registration Officer
4	Place of deployment, address and telephone number	Place Registration Division Address 1 st Floor, Independent House Telephone: 00248-4280900 Fax: 00248-4225764 Email: regdiv@registry.gov.sc

Part - II

SPECIFICATIONS FOR THE POST²

5	Duties of the Expert (Job description)	<ul style="list-style-type: none"> • Reviewing of current Land Registration Laws • Provide Technical and Legal Assistance to the Registrar General on related Land issues • Training of Land Registration Staff • Assist with hearings and court proceedings related to Land issues • Facilitate Workshops and meeting with relevant stake holders with regards to Land issues
6	Educational /Technical Qualifications required	<ul style="list-style-type: none"> • Post Graduate degree Law, Economics or related fields • Expertise in Land Registration
7	Work Experience required	<ul style="list-style-type: none"> • At least 5 years post qualifying experience in similar field of work • Demonstrated working experience at a Senior Level of Government • Demonstrated Leadership and project Management experience with Trade and Trade related management • Experience in working with stakeholders from a range of background, with ability to manage diverse teams and partner relationships • Respect for diversity and ability to adapt to different cultural Settings
8	Field of Specialization - (Type of material, equipment and machinery etc. with which the Expert is expected to be familiar)	

² [Please attach separate sheet(s), if space is not enough in these columns)

Part - III

UNDERTAKING TO BE GIVEN BY THE HOST GOVERNMENT

The Host Government hereby undertakes:

- To provide furnished accommodation suitable for the Expert and members of his family;
- To pay subsistence allowance to the Expert while on internal tour away from Headquarters;
- To incur expenditure on internal travel or provide transport to the Expert on official tour/duty;
- To grant leave to the Expert as admissible;
- To extend free hospital and medical treatment to the Expert and members of his family;
- To exempt the Expert and members of his family from payment of customs duty on their personal effects when imported on first arrival within reasonable period;
- To exempt the Expert from paying income-tax;
- To indemnify the Expert in respect of damages suffered/awarded against him for actions performed in the course of official duty; and
- If extension of deputation period by any time exceeding three months was sought by the host Government, the cost of terminal passage, transportation of baggage, Children Holiday Passage (restricted to two children) and return Home Leave Fares of expert and entitled members of his family would be borne by the host Government.

Date:
Place:

20/03/2018
Victoria, Mahé, Seychelles

Authorized Signatory
Seal

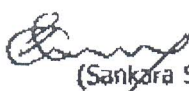


Part -IV

CERTIFICATE TO BE GIVEN BY THE INDIAN MISSION


1. The ITEC Expert form has been personally scrutinized by the officer-in-charge of ITEC work in consultation with HOM.
2. The Form is complete [in triplicate] in respect of answers to all questions and is accompanied by required documentation and details of the project for which the Expert is required.
3. The deputation of the Expert is required for the exact period of days/months/years. The period of deputation has been discussed with the host Government which considers it adequate and no extension would be necessary.
4. A note has been attached containing details of exact location of the place of Expert's deployment, its distance from the capital city, climate conditions, requirement of dress and clothing, level of educational facilities available for Expert's children (including medium of instructions), hospital and medical facilities available, availability of food items locally and to be brought from India, currency and its exchange rate, mode of payment to the Expert and remittance facility to India.
5. The host Government has been apprised of the terms and conditions, and have agreed to provide the requisite facilities to the Expert as per Part III of the form.
6. The host Government will provide secretarial assistance to the Expert, where required.
7. A note on assessment of expected benefits to the host Government.
8. The proposed deputation does/does not form part of Joint Commission meeting held on _____ / agreement signed on _____.

Signature and Seal of
Officer-in-charge of ITEC
in the Mission
Telephone No :
(Off.)
(Res.)


(Sankara Subbu)
First Secretary
High Commission of India
Victoria (Seychelles)

Remarks/Recommendations
of HOM/HOP.

Date:


Signature
(Seal - HOM/HOP)

(Dr. Ausaf Sayeed)
High Commissioner of India
Victoria (Seychelles)

Government of India

Ministry of External Affairs
Development Partnership Administration

DEPUTATION OF EXPERT FROM INDIA UNDER THE
INDIAN TECHNICAL AND ECONOMIC COOPERATION (ITEC)
PROGRAMME

APPLICATION FORM

Name of the host country	Seychelles	
Designation of the proposed Expert	IP Consultant (1 position)	
Period of deputation	From	To
	01/06/18	31/05/20

Part -I
TO BE FILLED BY HOST GOVERNMENT

1	Description of the project.	Technical Assistance in IP (1 position)
2	Aims and objectives to be achieved through the proposed deputation of the Expert	<ul style="list-style-type: none">• Seychelles Business Environment improves• To get Stake holders engagement and to facilitate as required on all matters of Intellectual Property• Put in place relevant policy documentation eg..clear guidelines and procedure manual for staff to use during the course of their duties• Capacity Building notably "on the job training" undertaken for staff and stakeholders• Workshops demonstrating and advising relevant stakeholders on IP aspects,
3	Description of staff to be attached with the Expert on the project.	1 Director Intellectual Property 1 Senior Registration Officer 3 Registration Officer 2 Assistant Registration Officer 1 Senior Registration Officer
4	Place of deployment, address and telephone number.	Place Registration Division Address 1 st Floor, Independent House Telephone: 00248-4280800 Fax: 00248-4225784 Email: regdiv@registry.gov.sc

Part - II

SPECIFICATIONS FOR THE POST²

5	Duties of the Expert (Job description)	<ul style="list-style-type: none"> • Develop comprehensive policies • Provide Technical and Legal Assistance to the Registrar General on IP related issues • Training of IP Staff • Assist with hearings and court proceedings related to IP issues • Facilitate Workshops and meeting with relevant stake holders with regards to IP issues
6	Educational /Technical Qualifications required	<ul style="list-style-type: none"> • Post Graduate degree in International Trade, Law, Economics or related fields • Expertise in Industrial Property and its link with WTO and TRIPS
7	Work Experience required	<ul style="list-style-type: none"> • At least 5 years post qualifying experience in similar field of work • Demonstrated working experience at a Senior Level of Government • Demonstrated Leadership and project Management experience • Experience in working with jurisdiction and stakeholders from a range of background, with ability to manage diverse teams and partner relationships • Respect for diversity and ability to adapt to different cultural Settings
8	Field of Specialization - (Type of material, equipment and machinery etc. with which the Expert is expected to be familiar)	

2 (Please attach separate sheet(s), if space is not enough in these columns)

Part - III

UNDERTAKING TO BE GIVEN BY THE HOST GOVERNMENT

The Host Government hereby undertakes:

- To provide furnished accommodation suitable for the Expert and members of his family;
- To pay subsistence allowance to the Expert while on internal tour away from Headquarters;
- To incur expenditure on internal travel or provide transport to the Expert on official tour/duty;
- To grant leave to the Expert as admissible;
- To extend free hospital and medical treatment to the Expert and members of his family;
- To exempt the Expert and members of his family from payment of customs duty on their personal effects when imported on first arrival within reasonable period;
- To exempt the Expert from paying income-tax;
- To indemnify the Expert in respect of damages suffered/awarded against him for actions performed in the course of official duty; and
- If extension of deputation period by any time exceeding three months was sought by the host Government, the cost of terminal passage, transportation of baggage, Children Holiday Passage (restricted to two children) and return Home Leave Fares of expert and entitled members of his family would be borne by the host Government.

Date:

20/03/2018

Place:

Victoria, Mahe, Seychelles

Authorized Signatory
Seal

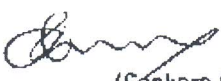


Part -IV

CERTIFICATE TO BE GIVEN BY THE INDIAN MISSION

1. The ITEC Expert form has been personally scrutinized by the officer-in-charge of ITEC work in consultation with HOM.
2. The Form is complete [in triplicate] in respect of answers to all questions and is accompanied by required documentation and details of the project for which the Expert is required.
3. The deputation of the Expert is required for the exact period of days/months/years. The period of deputation has been discussed with the host Government which considers it adequate and no extension would be necessary.
4. A note has been attached containing details of exact location of the place of Expert's deployment, its distance from the capital city, climate conditions, requirement of dress and clothing, level of educational facilities available for Expert's children (including medium of instructions), hospital and medical facilities available, availability of food items locally and to be brought from India, currency and its exchange rate, mode of payment to the Expert and remittance facility to India.
5. The host Government has been apprised of the terms and conditions, and have agreed to provide the requisite facilities to the Expert as per Part III of the form.
6. The host Government will provide secretarial assistance to the Expert, where required.
7. A note on assessment of expected benefits to the host Government.
8. The proposed deputation does/does not form part of Joint Commission meeting held on _____ / agreement signed on _____.

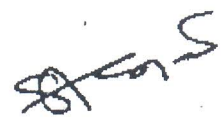
Signature and Seal of
Officer-in-charge of ITEC
in the Mission
Telephone No :
(Off.)
(Res.)


(Sankara Subbu)
First Secretary
High Commission of India
Victoria (Seychelles)
+248 2875803

Remarks/Recommendations
of HOM/HOP.

Date:

28/12/2018
28/3/2018


Signature
(Seal - HOM/HOP)
(Dr. Ausaf Sayeed)
High Commissioner of India
Victoria (Seychelles)

Government of India

Ministry of External Affairs
Development Partnership Administration

DEPUTATION OF EXPERT FROM INDIA UNDER THE
INDIAN TECHNICAL AND ECONOMIC COOPERATION (ITEC)
PROGRAMME

APPLICATION FORM

Name of the host country	Seychelles	
Designation of the proposed Expert	Company/Business Consultant (2 positions)	
Period of deputation	From	To
	01/08/18	31/05/20

Part -I
TO BE FILLED BY HOST GOVERNMENT

1	Description of the project.	Technical Assistance in Company/Business Section
2	Aims and objectives to be achieved through the proposed deputation of the Expert	<ul style="list-style-type: none">• To Improve Seychelles Business Environment• To strengthen the Internal capacity of the staff working with the Companies Act• Undertake assessment of the strengths and weaknesses of the existing system and procedures in place• Contribute and participate in the review process of the Companies Act within best international norms and practice whilst ensuring it remains relevant and practical to the Seychelles context and needs• Prepare both staff and stakeholders for the smooth implementation of the Act through appropriate training programs• Sensitization of the public in regards to the implementation and amendments to the Companies Act in the context of the Registration Division• To work close collaboration with the Registrar General
3	Description of staff to be attached with the Expert on the project.	1 Senior Registration Officer 2 Registration Officer 1 Assistant Registration Officer 2 Senior Registration Officer 1 senior Registration Assistant
4	Place of deployment, address and telephone number	Place Registration Division Address 1 st Floor, Independent House Telephone: 00248-4280900 Fax: 00248-4225764 Email: regdiv@registry.gov.sc

Part - II

SPECIFICATIONS FOR THE POST²

5	Duties of the Expert (Job description)	<ul style="list-style-type: none"> • Work with close collaboration of the Registrar General with regards to the review of the Companies Act • Review the internal system and procedure and identify the weaknesses and strengths and make necessary recommendations • Participate in the review of existing laws that have implications in the review of the Companies Act • Facilitate the necessary capacity building to empower the staff of the Companies/Business Section and its stakeholders • Work on a sensitization program for the different stakeholders in the context of the Division • Assist with hearings and court proceedings related to the Company/Business issues
6	Educational /Technical Qualifications required	<ul style="list-style-type: none"> • Post Graduate degree in International Trade, Law, Economics or related fields • Extensive expertise in Company Law
7	Work Experience required	<ul style="list-style-type: none"> • At least 5 years post qualifying experience in similar field of work • Demonstrated working experience at a Senior Level of Govt • Demonstrated Leadership and Management experience • Experience in working with stakeholders from a range of background, with ability to manage diverse teams and partner relationships • Respect for diversity and ability to adapt to different cultural Settings
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Date: 20/03/2018
Place: Victoria, Mahé, Seychelles

Authorized Signatory
Seal

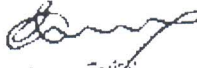


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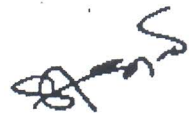
Signature and Seal of
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Telephone No :
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(Sankara Subramanian)
First Secretary
High Commission of India
Victoria (Seychelles)
+248 2819803

Remarks/Recommendations
of HOM/HOP.

Date:

28/3/2018


Signature
(Seal - HOM/HOP)

(Dr. Ausaf Sayeed)
High Commissioner of India
Victoria (Seychelles)