

No.F.14-16/2013-CRB/Leg. Unit
Government of India
Ministry of Human Resource Development
(Department of Higher Education)
Copyright Board

Advertisement for the post of Secretary / Assistant Registrar, Copyright Board, Government of India.

The Copyright Board is entrusted with the task of adjudication of disputes pertaining to copyright registration, assignment of copyright, grant of licenses in respect of works withheld from public, unpublished Indian works, production and publication of translations and works for certain specified purposes. It also hears cases in other miscellaneous matter instituted before it under the Copyright Act, 1957. The Board is headed by a Chairman of the rank of a High Court Judge.

Applications are invited by the Central Government from the following category of persons having the desired experience, for appointment to the one post of Secretary to the Copyright Board and one post of Assistant Registrar, Copyright Board in the Pay Band – 4 Rs.37400-67000 with grade pay of Rs.8700/- and in the Pay Band – 3 Rs.15600-39100 with grade pay of Rs.6600/- respectively per month. The above posts are to be filled purely on deputation basis initially for a period of three years. Both the posts belong to General Central Service, Group 'A', Gazetted (Non – Ministerial):

a) Secretary to the Copyright Board

Officers under the Central or State Governments or Union Territory Administrations or Courts or Tribunals or Public Sector Undertakings or Universities or Autonomous or Statutory organisations:

(A)(I) Holding analogous posts on regular basis in the parent cadre or department;

Or

(II) with five years service in the grade rendered after appointment thereto on a regular basis in the posts in PB -3, Rs.15600-39100 with Grade Pay of Rs.7600 or equivalent in the parent cadre or department;

AND

(B) Possessing the following educational qualifications and experience:

Essential:

(I) Bachelor degree in law from a recognised university or institute.

(II) Ten years experience in legal matters or teaching of law and administration or educational administration.

Desirable:

- (I) Postgraduate degree in management or law from a recognized University or institute:

b) Assistant Registrar of Copyright:

Officers under the Central or State Governments or Union Territory Administrations or Universities or Courts or Tribunals or Public Sector Undertakings or Semi-Government or Autonomous or Statutory organisations:

(A)(I) Holding analogous posts on regular basis in the parent cadre or department;

Or

(II) with five years service in the grade rendered after appointment thereto on a regular basis in the posts in PB -3, Rs.15600-39100 with Grade Pay of Rs.5400 or equivalent in the parent cadre or department;

AND

(B) Possessing the following educational qualifications and experience:-

Essential:

(I) Bachelors degree in law from a recognised University or institute;

(II) five years experience in legal matters or teaching of law and administration or educational administration.

Desirable:

- (I) Postgraduate degree in management or law from a recognized University or institute.

(Period of deputation (including short-term contract) including period of deputation (including short-term contract) in another ex-cadre post held immediately preceding this appointment in the same or some other organisation or department of the Central Government shall ordinarily not to exceed five 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 the receipt of applications).

Note: For purposes of appointment on deputation basis, the service rendered on a regular basis by an officer prior to 1.1.2006 or the date from which the revised pay structure based on the 6th Central Pay Commission recommendations has been extended, shall be deemed to be service rendered in the corresponding grade pay or pay scale extended based on the recommendations of the pay Commission except where there has been merger of more than one pre-revised scale of pay into one grade with a common grade pay or pay scale, and where this benefit will extend only for the posts for which that grade pay or pay scale is the normal replacement grade without any upgradation.

The Central Government may relax any of the provisions of the above rules in consultation with the UPSC with respect to any class or category of persons where the Government is of the opinion that it is necessary or expedient so to do, by order and for reasons to be recorded in writing.

Applicants are requested to send their applications in the detailed format as annexed below through proper channel with vigilance clearance and last five years' CR dossiers duly attested by an officer not below the rank of an Under Secretary to the Government of India, wherever applicable to the JS (BP&CR), Room No.29, 4th Floor, Jeevandeep Building, Parliament Street, New Delhi – 110001 within 60 days from publication of this advertisement in the Employment News.

Note: For duties attached to the posts please refer to the Gazette Notification No. 180 dated March 3, 2015 uploaded on the websites of MHRD and Copyright Office - www.mhrd.gov.in and www.copyright.gov.in respectively.

Licensing Officer (Copyright)

Brief description of the duties at the post of Secretary, Copyright Board:

- i) To act as Secretary to the Copyright Board as well as Head of the Office.
- ii) To be incharge of Administrative and financial functions of the Board under the supervision of the Chairman, Copyright Board.
- iii) To prepare the daily cause list of the matters listed before the Board and get approval of the Chairman.
- iv) To scrutinise all the applications/petitions filed before the Board under different sections of the Copyright Act, 1957 and direct the applicants/petitioners to remove discrepancies, if any before the matter is placed before the Board.
- v) To issue Notices/summons to the litigants under his hand as per rule.
- vi) To be custodian of the Records and official seal of the Board.
- vii) To be responsible for maintenance of punctuality and discipline by the staff members of the Board.
- viii) To facilitate and coordinate sittings of the Board outside the Board Office, if any.
- ix) To issue the certified copies of the Orders passed by the Board to the litigants and also place such orders on the website of the Board as approved by the Chairman.
- x) To perform any such other duty as directed by the Chairman of the Board from time to time and shall Report to the Chairman.

**Brief description of the duties at the post of Assistant Registrar,
Copyright Board:**

- i) To report to the Secretary to the Copyright Board and shall perform his duties under general supervision of Chairman of the Copyright Board.
- ii) To act in absence of Secretary to the Copyright Board as incharge Secretary to the Copyright Board and to perform all the functions and duties as assigned to the Secretary to the Copyright Board.
- iii) To perform the duties of DDO, if assigned by the Chairman of the Copyright Board.
- iv) To perform any other function/duty as assigned by the Chairman or Secretary of the Copyright Board from time to time.

ANNEXURE

FOMAT OF APPLICATION FOR THE POST OF SECRETARY/ASSISTANT REGISTRAR, COPYRIGHT BOARD ON DEPUTATION/SHORT TERM CONTRACT BASIS.

S.No.	PARTICULARS			
1.	Name in block letters			
2.	Name of the Office/Department/Court where presently working			
3.	Correspondence Address along with Tel. No., Mobile No. and Fax no. with e-mail ID (if any)			
4.	a. Present / last post held, if any b. Pay Scale/Pay Band with Grade Pay c. Basic Pay (PB + GP) [In case already on deputation, please indicate above details for regular post in parent cadre also]			
5.	Date of appointment in the present grade			
6.	Date of birth (in Christian Era) and Age (As on closing date of application)			
7.	Date of superannuation (if applicable)			
8.	Educational Qualification			
9.	Details of Employment, in Chronological order			
Office	Post held with Pay Scale/Pay Band & Grade Pay (indicate whether on regular basis or otherwise)	From	To	Nature of Duties
10.	Date of return from the Ex-cadre post, if any			
11.	Whether belong to SC/ST/OBC			
12.	Additional Information, if any, which the applicant may like to furnish in support of his suitability for the post. Enclose a separate sheet, if the space is insufficient.			

Place :

Date :

(Signature of the Candidate)