

21012/8/2021-NeGD

06.04.2026

ADDENDUM

The Last date for submission of applications published vide Vacancy **circular** N-21012/8/2021-NeGD dated 09.03.2026 and N-21012/8/2021-NeGD dated 31.10.2025. It has been notified that the following positions has been extended upto **25.04.2026**.

S. No.	Name of the Post	Mode of Recruitment	No. of post(s)
1.	GM/ Sr. GM (Finance)	01	1
2.	Admin Officer	01	1

Aditi Singh, Director (HR)

National Governance Division, 4th Floor, Electronics Niketan,

6-CGO, Complex Lodhi Road, New Delhi – 110003

Email: negdhr@digitalindia.gov.in

N-21012/8/2021-NeGD
National e-Governance Division (NeGD)
Digital India Corporation
Ministry of Electronics and Information Technology
Electronics Niketan
New Delhi: 110 003

Dated : 09.03.2026

CIRCULAR

Subject: Filling up of Middle Management position in National e-Governance Division (NeGD) on deputation basis

The National e-Governance Division (NeGD), under Digital India Corporation, a not-for-profit company of Ministry of Electronics & Information Technology (MeitY), was set up to facilitate and support Programme Management of the Digital India Programme with a vision to transform India to a digitally empowered society and knowledge economy. NeGD has a judicious mix of Professionals from private sector and officers on deputation from the Government to ensure that requisite skill sets are available to execute the designated tasks. A brief write up on Digital India and NeGD is enclosed at **Annexure-I**.

2. NeGD invites applications for the position in following division on deputation basis at level 11/12 from amongst officers holding regular positions in National e- Governance Division (NeGD) from Central & State Government, PSUs, Autonomous organizations and Statutory bodies of Government of India, States & UT Government:

S. No.	Name of the Division	No. of post(s)
1.	GM/ Sr. GM (Finance)	01

The eligibility criteria are given at **Annexure-II**.

The initial period of deputation shall be for two years, extendable as per Government instructions subject to requirements of NeGD. The pay of the selected candidates will be regulated under the provisions contained in the DoP&T OM No.6/8/2009-Estt.(Pay-II) dated 17/6/2010 and OM No. 2/11/2017 – Estt. (Pay-II) dated 24/11/2017 as amended from time to time. Other benefits shall be as per NeGD norms for Deputation.

3. Eligible candidates may send their applications in the prescribed proforma (**Annexure III**) through proper channel to the undersigned by **02.04.2026**. Those who had applied earlier in response to this Department's Circulars in this regard need to apply afresh.

Prescribed proforma of application form, eligibility conditions, Job Description and other details can be downloaded from the official website of MeitY, Digital India Corporation & NeGD viz. <https://www.meity.gov.in/>, <https://dic.gov.in/> and <https://negd.gov.in/>. **Selected candidates will be deployed on the post as per their grade pay and T&C of NeGD.**

4. Applications not received through proper channel and not accompanied with vigilance clearance/integrity certificate and attested copy of APARs for the last five years will not be entertained and no correspondence will be made or entertained in this regard.

5. Candidates have to furnish copy of NoC for appointment.

Aditi Singh, Director (HR)

National e Governance Division, 4th Floor,
Electronics Niketan, 6-CGO, Complex Lodhi
Road, New Delhi – 110003
Tel: : 011- 4301945
Email: negdhr@digitalindia.gov.in

Annexure-I

Digital India Programme

Digital India is a flagship program of the Government of India with a vision to transform India into a digitally empowered society and knowledge economy. Digital India Programme was launched by the Prime Minister of India Shri. Narendra Modi on 1 July 2015.

The Digital India Programme is centered on three key vision areas:

- Digital Infrastructure as a Core Utility to Every Citizen
- Governance & Services on Demand
- Digital Empowerment of Citizens



Digital India Corporation (DIC)

The Digital India Corporation (formerly Media Lab Asia) has been set up by the Ministry of Electronics and Information Technology (MeitY), Government of India, to innovate, develop and deploy ICT and other emerging technologies for the benefit of the common man. Digital India Corporation plays the role of a leader in promoting e-Governance by taking forward the projects and activities of Digital India Programme, to facilitate its stakeholders to realise its goals. It also provides strategic support to Ministries & Departments, both at Central and State level for carrying forward the mission of Digital India Programme by way of Capacity Building for e-Governance projects, promoting best practices, encouraging Public- Private Partnerships (PPP), nurturing innovation and technology in various domains.

Digital India Corporation entails following responsibilities:

1. To provide leadership and support to Government of India through MeitY; to steer and anchor the Digital India Programme along with related policy and implementation initiatives.
2. To support MeitY with regards to policy and implementation related issues concerning various ongoing program & schemes in the ICT domain as well as new initiatives undertaken as part of the Digital India Programme.
3. To support Ministries/Departments, both at Centre and States, as well as other stakeholders in crafting e-Governance strategies, to further promote Accountability, Efficiency, Efficacy and Transparency.
4. To source talent and resources both from the market as well as within Government in ICT domain to Ministries/ Departments on chargeable basis under Central & State Government; a talent pool of technically skilled manpower for hardware, software, networks, cyber security and laws, standards, quality and testing ,etc.
5. To promote innovation and evolve models for empowerment of citizens and also to promote participatory governance and citizen engagement across the government through various platforms including social media.

National e-Governance Division (NeGD)

In 2009, National e-Governance Division was created by the Ministry of Electronics & Information Technology as an Independent Business Division under the Digital India Corporation {erstwhile Media Lab Asia}. Since 2009, NeGD has been playing a pivotal role in supporting the Ministry of Electronics & Information Technology in Programme Management and implementation of e-Governance Projects and initiatives undertaken by Ministries/ Departments, both at the Central and State levels.

The envisioned roles and responsibilities of NeGD are as follows:

1. Providing strategic direction in terms of framing policies and implementation strategy for the Digital India Programme in different domains of e- Governance
2. Proactive support to Central and State Governments for Digital India Projects.
3. Acting as a facilitator and catalyst for implementation of Digital India Program by various Ministries and State Governments
4. Providing technical assistance to Central Ministries/ State Line Departments in their e-Governance projects either directly or in collaboration with professional consultants
5. Undertaking technical appraisal of e-Governance projects for examining issues like overall technology, architecture, framework standards, security policy, service delivery mechanism, sharing of common infrastructure, etc
6. Developing generic / model Expression of Interest, Request for Proposal, Standard Contracts, PPP Models and other related documents for various stages and requirements of projects for use by the States
7. Ensuring effective citizen engagement and communication with all stakeholders using offline and Social Media channels
8. Impact assessment and e-Readiness measurement of e-Governance projects of all States /UTs.

Eligibility CriteriaAnnexure-II

S. No.	Domain	Eligibility of level/posts for appointment on deputation	Experience & Qualification
1.	GM/Sr. GM (Finance)	<p>Currently serving in Level 11 or above in the Parent Cadre/ Department</p> <p style="text-align: center;">OR</p> <p>with 5 years' regular service in the Pay Level 10 (Grade Pay of Rs.5400/- Pre-revised) in the Pay Matrix.</p> <p>i. The pay of the selected candidates will be regulated under the provisions contained in the DoP&T OM No.6/8/2009-Estt.(Pay-II) dated 17/6/2010 and OM No. 2/11/2017 – Estt. (Pay-II) dated 24/11/2017 as amended from time to time. The pay shall be commensurate to the actual pay level being drawn by the applicant, in addition to the perquisites as per NeGD norms for Deputationist.</p> <p>ii. The designation of the post may vary in accordance with the prevailing NeGD policy.</p>	<p>A. Essential Qualifications and Experience Bachelors' degree of a recognized University/ Institute in a suitable discipline.</p> <p>Desirable Qualification and Experience</p> <ul style="list-style-type: none"> i. Post-Graduation in a suitable discipline. ii. Experience in handling issues in IT Projects. iii. ICWA/ CA(inter/ Final)/CFA/MBA (finance). <p>B. Tax accounting: Prepare corporate and personal income tax statements, and design tax plans including financial preference, tax deferment etc. Review completed tax forms on income tax preparation and planning</p> <p>C. Auditing: Reviewing accounting ledgers and corporate financial statements. Liaising with government departments, auditors and vendors and providing them with accurate information is also important.</p> <p>D. Financial accounting: Review and release online banking payments</p> <p>E. Cost management: Assist in capital financial planning and business account review.</p> <p>F. Budget analysis: Responsible for the creation and implementation of financial arrangements. Prepare expense budget report.</p> <p>G. Control the master data of the general register</p> <p>H. Reconcile income statements</p> <p>I. Required to create new solutions, leveraging and, where needed, adapting existing methods and procedures</p> <p>J. Understand the strategic direction set by senior management, clearly communicate team goals, deliverables, and keep the team updated on change</p>

			<p>K. Manage the full financial process</p> <p>L. Age Limit The maximum age limit shall not exceed 56 years on the closing date of receipt of application.</p>
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13. Total Experience in number of Years and Months _____ Years _____ Months.

14. Employment history, in chronological order:

S.No	Office/ Inst./ Orgn.	Post held	Period (from - to)	Pay Band & Grade Pay with present pay	Nature of duties/ respons ibilities	Significant Accomplishm ents (If any)

15. Relevant Training programmes attended :

16. Special Achievements (Please give details) :

17. Details of present post held :

18. Designation :

19. Date from which held :

20. Scale of pay - Pay Band :

21. (Revised) with present pay drawn :

22. Whether present post is held on regular/
tenure/deputation/temporary/permanent/
officiating or ad-hoc basis and since when :

23. If on deputation, please provide following additional
details :

i. Details of post held on regular basis :

ii. Scale of pay :

iii. Since when is the regular post :

iv. Period of appointment on deputation/contract:

v. Name of the parent office/organization: to
which you belong:

vi. Name of the Ministry/Department/ :

vii. Organization where presently employed
with full address indicating name and
designation of contact officer and Telephone:

24. Additional details about present employment Please state whether
working under:

- a) Central Government
- b) State Government
- c) PSU
- d) Autonomous Bodies

25. Remarks - The candidates may indicate information with regard to:

- a) Research publications and reports and special projects
Awards /Scholarships/Official appreciation
- b) Affiliation with professional bodies/institution/societies and
- c) Any other information.

I hereby solemnly declare and undertake that all information furnished by me is true, correct and complete to the best of my knowledge and belief. I undertake that, if at any stage of selection or even after selection, any of the information furnished by me is found to be false, incorrect or misleading, then my candidature / appointment / services will stand cancelled / terminated without assigning any reasons thereof.

Date:.....

Signature:.....

Place:.....

Address.....

Part - 2

**NO OBJECTION CERTIFICATE (NOC) TO BE RECORDED BY
THE OFFICE/DEPARTMENT WHILE FORWARDING THE
APPLICATION**

1. Certified that the particulars given by the applicant are true, correct and complete and have been verified from the office record.
2. The applicant, if selected, will be relieved immediately.
3. It is certified that no vigilance case is pending/contemplated against him/her.
4. No major/minor penalty is in force or current against the official
5. No adverse remarks have been recorded in the candidate's ACR for the last five years.
6. Integrity of the candidate is certified as 'Beyond Doubt'.

Date:

Place:

Signature of the Head of the Office/
Department

Name: Office

Seal:

Phone No. & Email ID

NeGD/Admn.1(1)/2019-Pers
National e-Governance Division (NeGD)
 Digital India Corporation
 Ministry of Electronics and Information Technology
 New Delhi: 110 003

Dated:31.10.2025

CIRCULAR

Subject: Filling up various position in National e-Governance Division (NeGD) on deputation basis.

1. NeGD invites applications for the following positions on deputation basis at different level amongst officers holding regular positions at Central & State Government, PSUs, PSBs, Autonomous organizations and Statutory bodies of Government of India, States & UT Governments.

2. The National e-Governance Division (NeGD), under Digital India Corporation, a not-for-profit company of Ministry of Electronics & Information Technology (MeitY), was set up to facilitate and support Programme Management of the Digital India Programme with a vision to transform India to a digitally empowered society and knowledge economy.

S. No.	Domain	No. of Position (s)	Minimum eligibility of level/posts for appointment on deputation	Experience & Qualification
1.	Admin Officer	01	<p>Currently serving in level 10 or above as per 7th CPC, with minimum 3 years' of regular service in Pay Level 10.</p> <p>**</p> <p>1. The pay of the selected candidates will be regulated under the provisions contained in the DoP&T OM No.6/8/2009-Estt.(Pay-II) dated 17/6/2010 and OM No. 2/11/2017 – Estt. (Pay-II) dated 24/11/2017 as amended from time</p>	<p>A. Essential Qualifications Bachelor's degree of a recognized University/Institute in a suitable discipline.</p> <p>B. Experience</p> <ul style="list-style-type: none"> • Must have experience in administrative functions within a Government department, PSU, or government-affiliated organization for administrative and policy matters. • Working knowledge of Govt. of India rules, CCS (Conduct) Rules, GFR (General Financial Rules), Delegation of Financial Powers Rules, and related instructions. • Prepare and process official correspondences, office orders, and circulars in accordance with prescribed formats and procedures. • Assist in preparation of budget estimates, expenditure monitoring, and administrative approvals.

		<p>to time. The pay shall be commensurate to the actual pay level being drawn by the applicant, in addition to the perquisites as per NeGD norms for Deputationist.</p> <p>2. The designation of the post may vary in accordance with the prevailing NeGD policy.</p>	<ul style="list-style-type: none"> Support contract management, vendor empanelment, and procurement in compliance with GFR and GeM guidelines. Maintain confidentiality and ensure proper custody of office documents and files as per record management rules. <p>C. Age Limit: The maximum age limit in case of recruitment by deputation shall be below on the closing date of receipt of application.</p> <ul style="list-style-type: none"> For posts below level 14 of the pay matrix shall not exceeding 56 years.
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For the eligibility of applicants from an organization that has a different structure of pay than that in the Central Government, the following shall be considered as the equivalent pay scales/grades (along with experience, if any):

Pay level	Equivalent grade in IDA scale of substantive post in PSUs	Equivalent pay scale of substantive posts in Public Sector Banks
Level 14	(E-8 Grade) ₹ 1,20,000-2,80,000 (Revised) ₹ 51,300-73,000 (Pre-revised)	General Manager/Scale-VII ₹ 1,16,120-1,29,000/ (Revised) ₹ 76,520- 85,000/ (Pre revised)
Level 13	(E-7 Grade) ₹ 1,00,000-2,60,000 (Revised) ₹ 43,200-66,000 (Pre revised)	Deputy General Manager/Scale VI ₹ 1,04,240- 1,16,120(Revised) ₹ 68,680/-76,520Pre revised)
Level 12	(E-6 Grade) ₹ 90,000-2,40,000 (Revised) ₹ 36,600-62,000 (Pre-revised)	AGM/Scale-V ₹ 89,890-1,00,350/-(Revised) ₹ 59,170 - 66,070/-(Pre revised)
	(E-5 Grade with 3 years' experience) ₹ 80,000-2,20,000 (Revised) ₹ 32,900-58,000 (Pre-revised)	
Level 11	(E-4 Grade) ₹ 70,000-2,00,000/-(Revised) ₹ 29,100-54,500/- (Pre revised)	Chief Manager/ Scale- IV ₹ 76,010-89,890/-(Revised) ₹ 50,030 - 59,170/- (Pre revised)
Level 10	(E-3 Grade) ₹ 60,000-1,80,000/-(Revised) ₹ 24,900-50,500 (Pre revised)	Manager/Scale-III ₹ 63,840-78,230/-(Revised) ₹ 42,020-51,490/-(pre-revised)

The envisioned roles and responsibilities of NeGD are as follows:

1. Providing strategic direction in terms of framing policies and implementation strategy for the Digital India Programme in different domains of e-Governance
2. Proactive support to Central and State Governments for Mission Mode Projects and other e-Governance projects
3. Acting as a facilitator and catalyst for implementation of Digital India Program by various Ministries and State Governments
4. Providing Technical Assistance – Offering expert support to Central Ministries and State Line Departments in their e-Governance initiatives, either independently or in collaboration with professional consultants.
5. Conducting Technical Appraisals – Evaluating e-Governance projects to assess key aspects such as technology architecture, framework standards, security policies, service delivery mechanisms, and the integration of shared infrastructure to ensure scalability and efficiency.
6. Developing Standardized Documentation – Creating generic and model templates for Expressions of Interest (Eoi), Requests for Proposals (RFPs), Standard Contracts, Public-Private Partnership (PPP) Models, and other essential documents to guide various project stages and requirements across States.
7. Enhancing Citizen Engagement – Ensuring effective communication with stakeholders through both offline channels and social media platforms to foster transparency, public participation, and feedback-driven improvements in government services.
8. Assessing Impact and Readiness – Conducting impact assessments and e-Readiness evaluations of e-Governance projects across all States and Union Territories (UTs) to measure effectiveness and identify areas for improvement.
9. Capacity Building and Skill Development – Organizing training programs, workshops, and knowledge-sharing sessions for government officials and stakeholders to enhance their technical and managerial capabilities in e-Governance.
10. Promoting Interoperability and Data Sharing – Facilitating seamless integration among various government systems by advocating for common standards, open APIs, and data-sharing frameworks to improve service delivery.
11. Ensuring Cybersecurity and Data Protection – Establishing robust security policies, data protection measures, and compliance frameworks to safeguard citizen data and ensure secure digital transactions.
12. Driving Innovation Through Emerging Technologies – Exploring and leveraging AI, blockchain, IoT, and cloud computing to enhance the efficiency, transparency, and security of e-Governance initiatives.
13. Encouraging Public-Private Partnerships (PPPs) – Collaborating with private sector organizations, startups, and academia to drive innovation, improve service delivery, and ensure the sustainability of digital governance initiatives.
14. Monitoring and Evaluation – Implementing real-time monitoring mechanisms, performance metrics, and feedback loops to track project progress, address challenges, and ensure continuous improvement.
15. Supporting State-Specific Customization – Assisting States and UTs in tailoring digital-Governance solutions to address their unique administrative, cultural, and technological requirements.
16. Encouraging Paperless Governance – Promoting electronic document management systems, digital signatures, and workflow automation to enhance efficiency and reduce administrative overhead.
17. Aligning with Global Best Practices – Benchmarking India’s Digital-Governance initiatives against global standards and best practices to ensure competitiveness and continuous evolution.
18. Recruitment, deployment and HR management of specialized resources in the State e-Governance Mission Teams in all States and UTs
19. Development of competency frameworks, training guidelines, case studies, etc.
20. Developing Online and Web based Training for IGOT in Mission Karmayogi.
21. Knowledge management and sharing through workshops, development of case studies, sharing best practices and creation of knowledge repositories, etc

For more details visit : [Careers - NeGD - National e-Governance Division](#)

2. General Conditions:

1. The initial period of deputation shall be for three years, extendable as per Government instructions subject to requirements of NeGD.
2. Eligible candidates may send their applications in the prescribed proforma (**Annexure I**) through proper channel to the undersigned by **21.11.2025**. Those who had applied earlier in response to this Department's Circulars in this regard need to apply afresh.
3. Prescribed proforma of application form, eligibility conditions, Job Description and other details can be downloaded from the official website of MeitY, Digital India Corporation & NeGD viz. <https://www.meity.gov.in/>, <https://dic.gov.in/> and <https://negd.gov.in/>. **Selected candidates will be deployed on the post as per their grade pay and T&C of NeGD.**
4. Advance applications may be submitted directly by the candidates to meet the deadline. However, applications received without the proper channel, vigilance clearance/integrity certificate, and attested copies of APARs for the last five years must be completed and submitted through the proper channel at the time of the interview; otherwise, the application will not be considered, and no further correspondence will be entertained in this regard.
5. The candidates must produce a No Objection Certificate (NOC) in the prescribed format at the time of the interview. Applications without a proper NOC will not be considered.

3. Facilities available to officers of NeGD

1. The officer/employee availing of medical facilities under the Central Government Health Scheme in the parent organization may opt to continue with the same. Further, Officer /Employee shall be eligible to avail of medical facilities as per the Medical Reimbursement Scheme of NeGD-DIC.
2. Leased accommodation facilities can also be available.
3. Vehicle in lieu of conveyance allowance to the officers.
4. LTA on an annual basis, if opted in lieu of LTC.
5. Allowance for IT equipment for official purposes as per level.

4. Application procedure

1. Eligible and interested individuals may apply through proper channel in the format at Annexure I on below address:

Ms. Aditi Singh, Director (HR)
*National Governance Division, 4th Floor, Electronics Niketan,
6-CGO, Complex Lodhi Road, New Delhi – 110003
Email: negdhr@digitalindia.gov.in*

11. Total Experience in numbers: _____Year____Months.

12. Employment history, in chronological order:

S.No	Office/ Inst./ Orgn.	Post held	Period (from – to)	Pay Band & Grade Pay with present pay	Nature of duties/ responsibilities	Significant Accomplishm ents (If any)

13. Relevant Training programmes attended :

14. Special Achievements (Please give details) :

15. Details of present post held :

16. Designation :

17. Date from which held :

18. Scale of pay - Pay Band & Grade Pay :

19. (Revised) with present pay drawn :

20. Whether present post is held on regular/
tenure/deputation/temporary/permanent/
officiating or ad-hoc basis and since when :

21. If on deputation, please provide following
additional details :

i. Details of post held on regular basis :

ii. Scale of pay :

iii. Since when is the regular post :

iv. Period of appointment on deputation/contract:

v. Name of the parent office/organization:
to which you belong:

vi. Name of the Ministry/Department/ :

vii. Organization where presently
employed with full address indicating
name and
designation of contact officer and Telephone:

22. Additional details about present employment Please state
whether working under:

- a) Central Government
- b) State Government
- c) PSU
- d) Autonomous Bodies

23. Remarks - The candidates may indicate information with regard to:

- a) Research publications and reports and special projects Awards /Scholarships/Official appreciation
- b) Affiliation with the professional bodies/institution/societies and
- c) Any other information.

I hereby solemnly declare and undertake that all information furnished by me is true, correct and complete to the best of my knowledge and belief. I undertake that, if at any stage of selection or even after selection, any of the information furnished by me is found to be false, incorrect or misleading, then my candidature / appointment / services will stand cancelled / terminated without assigning any reasons thereof.

Date:.....

Signature:.....

Place:.....

Address:.....

Part – 2

**NO OBJECTION CERTIFICATE (NOC) TO BE RECORDED BY THE
OFFICE/DEPARTMENT WHILE FORWARDING THE
APPLICATION**

1. Certified that the particulars given by the applicant are true, correct and complete and have been verified from the office record.
2. The applicant, if selected, will be relieved immediately.
3. It is certified that no vigilance case is pending/contemplated against him/her.
4. No major/minor penalty is in force or current against the official
5. No adverse remarks have been recorded in the candidate's ACR for the last five years.
6. Integrity of the candidate is certified as 'Beyond Doubt'.

Date:

Place:

Signature of the Head of the
Office/ Department

Name: Office

Seal:

Phone No. & Email ID