

F. No. 2(Estt.)/ATFP/94-Vol. II/310
GOVERNMENT OF INDIA
APPELLATE TRIBUNAL (SAFEMA)
DEPARTMENT OF REVENUE, MINISTRY OF FINANCE
4TH FLOOR, LOKNAYAK BHAVAN, KHAN MARKET, NEW DELHI
Email: Registrar-atfp@gov.in, Phone: Telephone No.: 011-20819916/15

Date:16.06.2026

CIRCULAR

Sub: Filling up the various posts in the Appellate Tribunal (SAFEMA), Department of Revenue, Ministry of Finance, New Delhi.

Applications are invited for filling up following posts in the Appellate Tribunal (SAFEMA), Department of Revenue, and Ministry of Finance on Deputation/Absorption basis.

S.No.	Name of the Post, Classification & Pay-Scale	Classification of Post	Pay-Scale	Mode of Selection	Eligibility
1.	Private Secretary (03 Posts)	Gr-'B' Non Gazetted	PB-2: 9300-34800+ GP-4600 Pay Level -7 (44900 -142400)	Deputation	Officer under the Central Government: - (i) holding analogous posts of Stenographer on a regular basis in the parent cadre or department; or (ii) with three years' regular service in the grade rendered after appointment thereto on a regular basis in the Stenographers Grade in the scale of pay of Rs. 5500-9000 or equivalent in the parent cadre or department.
2.	Court Master (01 Post)	Gr-'C' Non- Gazetted	PB-1: 5200-20200+ GP-2800 (Pay level-5 29200-92300)	Deputation	(i) Court Master of Tribunals or Commissions under the Central Govt. in the same grade; or (ii) Upper Division Clerks of the Central Secretariat Clerical Services or Tribunals or commissions under Central Govt. With five years regular service in the grade.
3.	Security Guard (01 Post)	Gr-'C' Non- Gazetted	Pay Level-2 (Rs. 19900 63200)	Deputation / Absorption	Officers under the Central Government (i) holding analogous posts (ii) with three years' service in posts of Havaldar (Field Duty/Training Duty) in the scale of Rs. 2610-3540 in the Secretariat Security Organisation of the Ministry of Home Affairs. (period of deputation including period of deputation in an ex-cadre post held immediately preceding this appointment in the same organisation/department shall ordinarily not exceed three years).

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2. The period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organisation/department of the Central Government shall ordinarily not exceed three (03) years. However, the period of Deputation may be curtailed depending upon performance of the officer as well as the organizational requirement.

3. The willing and eligible officers should send their application for the post in the enclosed format (Annexure-I) through their cadre controlling authority, addressed to the Registrar, Appellate Tribunal SAFEMA, 4th Floor, 'A' wing, Lok Nayak Bhawan Khan Market New Delhi, within 45 days from the date of issuing of this circular. The vacancy circular along with the prescribed proforma may also be downloaded from the Department's website (www.atfp.gov.in) or obtained from this office on any working day.

4. The pay & allowances and the terms and condition on deputation will be regulated in accordance with the DOPT O.M.6/8/2009-Estt(Pay-II) dated 17.06.2010 or any other orders issued further in this regard.

5. The Cadre Controlling Authority, while forwarding the application must enclose the following documents with prescribed proforma and ensure that the applicant fulfils all the eligibility condition specified above and also verify the particulars furnished by the applicants, before granting cadre clearance:- (i) Photocopies of APARs of last five years duly attested by an officer not below the rank of Under Secretary. (ii) Integrity Certificate (iii) Vigilance Clearance Certificate (iv) Major/Minor Penalty Statement for the last 10 years


(Pushpaj Kumar)
Registrar

- The Under Secretary (CA Cell), Department of Revenue, Ministry of Finance Working Hall No. 14108, 4th floor, C-wing Kartavya Bhawan, New Delhi-110001 – for information, and wide circulation, uploading on the Ministry's website.
- Notice Board.