

Kapila S./
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வெளிநாட்டு அலுவல்கள் அமைச்சு
MINISTRY OF FOREIGN AFFAIRS

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මගේ අංකය
எனது இல
My No

SAARC/ RC/04

ඔබේ අංකය
உமது இல
Your No

දිනය
திகதி
Date

08/05/2019

Secretary

Ministry of Health, Nutrition & Indigenous Medicine
Colombo 10



Attn : Director/ International Health

Vacancy Announcement for the Post of Deputy Director (Professional Staff) in SAARC Tuberculosis & HIV/AIDS Centre (STAC)

Please find forwarded herewith copies of Note No. SAARC/SA/02/STAC/2018 dated 01st of February and 03rd May 2019 received from the SAARC Secretariat along with copies of letter No STAC/R.P-DYD04/2019/23 and STAC/R.P-DYD04/2019/89 dated 30th January and 01st May 2019 respectively on the above (copies are attached as Annex I,II,III, IV)

The SAARC Tuberculosis & HIV/AIDS Centre (STAC) has informed regarding a vacancy for the post of Deputy Director (Professional Staff), and has requested to circulate this information among the relevant Ministries, relevant professional organizations/bodies/institutions and relevant publicly accessible sites.

It may be noted that the vacancy announcement including all the details as well as the prescribed application form is available in the STAC's website (www.saarctb.org). The deadline for submission of application is **15th May 2019**

For your information and necessary action please

N. Jayasinghe

Assistant Director / South Asia & SAARC
for Secretary

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Annex - I



SOUTH ASIAN ASSOCIATION FOR
REGIONAL COOPERATION
SECRETARIAT

Message No. 0139/05/017
Reference No. SAARC/SA/02/STAC/2018

The Secretariat of the South Asian Association for Regional Cooperation (SAARC) presents its compliments to the Ministries of Foreign/External Affairs of the Member States of SAARC and has the honour to convey that the SAARC Tuberculosis & HIV/AIDS Centre (STAC) has announced "Vacancy Announcement" for the post of "Deputy Director (Professional Staff)".

The esteemed Member States are requested to take necessary measures for widest possible circulation of the advertisement, including its posting on the websites of following:

1. Ministry of Foreign Affairs/External Affairs;
2. Relevant Ministry(ies) and offices;
3. Relevant professional organizations/bodies/institutions; and
4. Relevant publicly accessible sites.

A copy of letter No. STAC/R.P-DYD04/2019/23 dated 30 January 2019 of STAC, along with the vacancy announcement, details of the qualification, experience, job description, recruitment procedures, allowances & other entitlements and application form, is enclosed. It may be noted that the prescribed Application Form can be downloaded from the STAC's website (www.saarctb.org) and the deadline for submission of application is 30 April 2019.

The Secretariat of SAARC avails itself of this opportunity to renew to the Ministries of Foreign/External Affairs of the Member States of SAARC, the assurances of its highest consideration.

Encls: a.a.

The Ministries of Foreign/External Affairs,
(SAARC Division),
Member States of SAARC.



Kathmandu, 01 February 2019

Copy to:

SAARC Tuberculosis and HIV/AIDS Centre (STAC), Kathmandu, Nepal.

DG/SAARC



SOUTH ASIAN ASSOCIATION FOR
REGIONAL COOPERATION
SECRETARIAT

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Message No. 561/05/061

Reference No. SAARC/SA/02/STAC/2018

The Secretariat of the South Asian Association for Regional Cooperation (SAARC) presents its compliments to the Ministries of Foreign/External Affairs of the Member States of SAARC and with reference to its Note Verbale of even number dated 01 February 2019 regarding the "Vacancy Announcement" for the post of "Deputy Director (Professional Staff)" in SAARC Tuberculosis & HIV/AIDS Centre (STAC), has the honour to convey that the STAC has not received any application for the aforementioned post and therefore extended the deadline for submission of application till **15 May 2019**. A copy of letter No. STAC/R.P-DYD04/2019/89 dated 01 May 2019, received from STAC, is enclosed.

The Secretariat of SAARC avails itself of this opportunity to renew to the Ministries of Foreign/External Affairs of the Member States of SAARC, the assurances of its highest consideration.

Encls: a.a.

The Ministries of Foreign/External Affairs,
(SAARC Division),
Member States of SAARC.



Kathmandu, 03 May 2019

Copy to:

SAARC Tuberculosis and HIV/AIDS Centre (STAC), Kathmandu, Nepal.



SAARC Tuberculosis and HIV/AIDS Centre

Thimi, Bhaktapur, P.O. Box No. 9517, Kathmandu, Nepal

Tel. No.: 00977-1-6632601, 6631048, 6632477, Fax No.: 6634379, Email: saarctb@mos.com.np, Website: www.saarctb.org

STAC/R.P-DYD04/2019/23

30 January, 2019

*deadline:
put on STAC website/form*

Subject: Recruitment of Professional Staff for the Post of Deputy Director at the SAARC Tuberculosis & HIV/AIDS Centre.

Your Excellency,

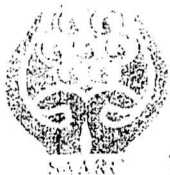
I have the honour to mention that the post of Deputy Director is vacant since June, 2012 at the SAARC Tuberculosis and HIV/AIDS Centre and regular works of Centre has been affecting. Considering the problem, the Fifth SAARC Health Minister's Meeting has waived off the restriction for recruitment of Professional and GSS in the STAC and accordingly the Twenty-Eighth Meeting of the Governing Board of STAC (4-5 December, 2018) recommended the Budget for the purpose, which was approved by the Fifty-sixth Session of the Programming Committee.

2. In this context, the Centre has to recruit a Professional Staff for the Post of Deputy Director. As per the Service Rules of SAARC Regional Centre, "Recruitment should be made through advertisements at the national level and on the recommendations of Governments of Member Countries and the appointments of Professional would be made taking due account of geographic representation from the National of the Member States through open competition after advertisement.

3. The sending Member Governments shall continue to pay salaries of their official who will be recruited for the post of Deputy Director at the STAC and shall bear all costs associated with the joining and return passage of the Professional staff and of their accompanying entitled family members and transportation of personal effects, including packing, handling and insurance charges in accordance with their respective rules and regulations.

4. For the purpose, I am enclosing herewith the details of the Qualification, Experience, Job description, recruitment procedures, Allowances & other entitlements and Application Forms for the advertisement of Deputy Director (Professional Staff) for the recruitment at the STAC and the Application Form and some information will be available in the Centre's Website: www.saarctb.org.

5. I shall be grateful, if the details and Application Form are circulated to the Member States with the request to send the list of suitable candidates for the post by



SAARC Tuberculosis and HIV/AIDS Centre

Thimi, Bhaktapur, P.O. Box No. 9517, Kathmandu, Nepal

Tel. No.: 00977-1-6632601, 6631048, 6632477, Fax No.: 6634379, Email: saarc.tb@mos.com.np, Website: www.saarc.tb.org

making the advertisement in national newspaper by specifying the required qualification, job description and other necessary information attached to the post.

6. The Member States also may kindly be requested to send the Applications with supporting documents of the short-listed candidates for the post latest by end of the April 2019 so that the Selection Committee may be able to select the candidate for the post on its earliest possible.

With kind regards,

Sincerely Yours,



D. Rajendra Prasad Pant

Director

H. E. MR. AMJAD HUSSAIN B. SIAL,
SECRETARY GENERAL OF SAARC,
SAARC Secretariat,
Kathmandu

Copy to Director (SA), SAARC Secretariat, Kathmandu.



SAARC Tuberculosis and HIV/AIDS Centre

Thimi, Bhaktapur, P.O. Box No. 9517, Kathmandu, Nepal

SAARC

Tel. No.: 00977-1-6632601, 6631048, 6632477, Fax No.: 6634379, Email: saarctb@mos.com.np, Website: www.saarctb.org

STAC/R.P-DYD04/2019/89

01 May, 2019

Subject: Extension of deadline for submission of Application for the Post of Deputy Director at the STAC.

Your Excellency,

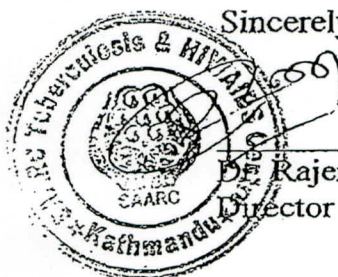
I have the honour to refer the SAARC Secretariat's No. 0139/05/017 dated 01 February, 2019 regarding advertisement and submission of applications for the post of Deputy Director at the Centre within 30 April, 2019.

2. In this connection, the Centre has did not received any applications formally from the Member States. Therefore the deadline for submission of Applications is extended till 15 May, 2019. The Application Forms and required information is available in the Centre's Website: www.saarctb.org.

3. I would be grateful, if the Secretariat could kindly request the Member States to send the Applications with supporting documents of the short-listed candidates for the post latest by 15 May 2019 so that the Selection Committee may be able to select the candidate for the post at the earliest possible.

With kind regards,

Sincerely Yours,



Rajendra Prasad Pant
Director

**H. E. MR. AMJAD HUSSAIN B. SIAL,
SECRETARY GENERAL OF SAARC,
SAARC Secretariat,
Kathmandu**

Copy to Director (SA), SAARC Secretariat, Kathmandu.