

From : Digcent (Pers)Dte

No. D.I.2/2019-Pers-DA-8

Dated 02 /07/2019

U/C (.) Nomination for Senior Mission Leaders' Course (SMLC) (.) MHA has intimated that Police Division, UNHQ through PMI to UN has sought nomination of suitable candidates to attend United Nations Senior Mission Leader (SML) Course at Seoul, Republic of Korea (RoK) from 4-15 November 2019 (.) The objective alongwith the requisite eligibility criteria and Financial conditions for mentioned course are enclosed/attached with this signal for needful reference (.) In view of above, request forward nomination of eligible and willing male and female Police Officers of the rank of IG/ADG through proper channel to this Directorate by 10/07/2019 (repeat 10/07/2019) alongwith the following Mandatory documents duly completed in all respect :-

i)	Curriculum Vitae (CV) or Bio-data (Mandatory)
ii)	United Nations P11 Form duly completed and signed by the nominated candidate.

(.) It is also strongly recommended by the MHA to nominate those female Police Officers who must meet the criteria outlined as attached (.) The nominated officers may ensure to send the documents as per format enclosed through electronic mail at e-mail address at dirpers@nic.in of MHA and E-mail address at digpers@crpf.gov.in (Mandatory) in pdf format only before **10/07/2019** (.) No modified format other than the specimen enclosed duly typed will be entertained/accepted as it invites lot of observations from MHA/UN HQ (UNDPKO) while finalizing the nominations (.) Hand written PHP/EAC will not be entertained/accepted (.) It may be ensured that the nominees are clear from vigilance angle (.) On selection of the officers by United Nations, all other expenses related to participation, travel and daily subsistence will be borne by the nominating department/organization (.) Nomination received after target date and incomplete will not be entertained (.) No direct application be be entertained////

sd/- 02/07/2019

Digcent (Pers)

The objectives and eligibility criteria for Senior Mission Leaders Course (SMLC) at Seoul, Republic of Korea from 4th to 15th November 2019.

1	The Department of Peace Operations (DPO), in cooperation with the Government of the Republic of Korea (RoK), will conduct a United Nations Senior Mission Leaders (SML) course in Seoul, RoK, from 4 to 5 November 2019.
2	We invite your Govt. to nominate up to three candidates, one candidate each from the military, police and civilian domains. In order to be considered, nominees must meet the criteria outlined in paragraphs 3 to 6, below. Governments are strongly encouraged to put forward female nominees in line with the Secretary-General's approach to gender parity and in accordance with the United Nations recognition of the critical role of women in peace and security. A total of 26 participants will be selected. Selection is competitive, based on the professional profiles and seniority of the candidates; every attempt is made to ensure geographical diversity in the group.
3	Candidates nominated for the course should have a strong interest in potential appointment to a senior leadership position in a United Nations field operation. The SML course is designed to prepare participants to assume roles and responsibilities in a mission's leadership team, including such roles as Special Representative of the Secretary-General (SRSG), Deputy SRSG, Force Commander, Police Commissioner, Director of Mission Support, or Chief of Staff. The course is also intended to deepen the understanding of Member State officials of contemporary United Nations Peace operations. Former participants subsequently appointed to leadership positions in peacekeeping missions have found the course extremely valuable.
4	Member States are advised to ensure that participants nominated to the SML course have the experience and skills required to be considered as potential candidates for ASG/USG-level positions in peace operation. They are also reminded to ensure greater correlation between the uniformed candidates nominated for this course and those eventually nominated by Member State for the top posts in field missions
5	As potential leaders of United Nations field operations, candidates will be expected to have a strong commitment to upholding the core values of the United Nations, namely integrity, professionalism and respect for diversity. In order to qualify for consideration, nominees must have :
	a) A minimum of 15 years of progressively responsible and relevant work experience, including at least five years of senior level managerial responsibility;
	b) A minimum rank/grade/level equivalent to United National Principal Officer (D-1) (Brigadier General, Deputy Commissioner of Police, Chief Superintendent).
6	Selection for the course will also be based on the degree to which a candidate demonstrates;
	a) Relevant professional experience addressing conflict, post-conflict, or developmental setting at the national and /or international level;
	b) A proven record of excellent management and leadership skills in a multicultural environment, including the ability to supervise, mentor, develop and evaluate staff;
	c) Excellent communication skills;
	d) A clear commitment to promoting gender equality and mainstreaming a gender perspective; and ;
	e) The ability to work effectively with people from diverse cultures and backgrounds.
7	Fluency in written and spoken English is essential. Fluency in other official United Nations languages, particularly French, is an asset. Excellent drafting skills are also required.
8	The SML course is an intensive programme based on an active learning methodology comprised of case studies, exercises and role –playing. Extensive written course material will be provided in advance and throughout the course. Participants must be fully prepared, able and willing to contribute to discussions.
9	Nominations must be submitted directly by member State through their Permanent Missions in New York by 23 August 2019. In order to be considered, each nominated candidate must submit
	a) For civilian applicant : United Nations P11 Form is available at (http://dag.un.org/handle/11176/400937)
	b) For military and police candidates: United Nations Personal History Form for Military/Police Personnel (PH_Mil_Pol_Form) is available at (

	<p>http://dag.un.org/handle/11176/400937)</p> <p>The forms must be downloaded from the links above, or requested from the persons listed below and completed digitally. The completed documents should be sent by email from the Permanent Mission to Mr. Jens Hahne, e-mail :jens.hahne@un.org. Ms. Aneta Kozhanova email: kozhanova@un.org of ITS. The closing date for nominations is 23 August 2019.</p>
10	<p>The Government of the Republic of Korea will bear the costs of the programme. The costs of each candidate's participation, including travel, visa and daily subsistence allowance, must normally be borne by his or her nominating Government. However, sponsorships may be available for a limited number of selected candidates.</p>
11	<p>Please note that nomination of a candidate does not guarantee his or her participation in this course and the process is competitive. ITS will convey the name of selected nominees by facsimile to the relevant Permanent Missions by 30 September 2019. Questioning regarding the course should be addressed to Ms. Aneta Kozhanova e-mail :kozhanova@un.org.</p>

BIO-DATA PROFORMA


ANNEXURE

RECENT PASSPORT SIZE PHOTOGRAPH
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1	Name of Post applied	
2	Job Opening number	
3	Name of officer	
4	Designation/Rank/Organization and pay scale/pay band with present place of posting	
5	In the case of officer of deputation with other organization	
	a) Name of Parent Organization	
	b) Name of organization presently employed	
	c)Date of deputation	
	d) Expected date of repatriation to parent cadre/organization	
6	Date of Birth	
7	Education/ Qualification	
8	Date of Joining Police Service and date of superannuation.	
9	Service/Cadre/Batch	
10	Previous UN experience Tel. No.	
	a) Office	
	b)Residence	
	c)Mobile No.(mandatory)	
	d) FAX No.	
	e) e-mail id (mandatory)	
11	Present Job Profile	
12	NOC from parent cadre(if on deputation)- mandatory	Yes/NO/Not applicable

I hereby certify that, I fulfill the eligibility requirement notified for the post applied for

(Signature of the applicant)

INSTRUCTIONS Please answer each question clearly and completely. Type or print in ink. Read carefully and follow all directions.	 UNITED NATIONS PERSONAL HISTORY	Do Not Write in This Space						
1. Family name : _____ First name : _____ Middle name : _____ Maiden name, if any _____								
2. Date of Birth Day _____ Mo. _____ Yr. _____	3. Place of birth _____	4. Nationality (ies) at birth _____	5. Present nationality (ies) _____	6. Sex _____				
7. Height _____	8. Weight _____	9. Marital status: Single <input type="checkbox"/> Married <input type="checkbox"/> Separated <input type="checkbox"/> Widow(er) <input type="checkbox"/> Divorced <input type="checkbox"/>						
10. Entry into United Nations service might require assignment to any area of the world in which the United Nations might have responsibilities. Are there any limitations on your ability to perform in your prospective field of work ? YES <input type="checkbox"/> NO <input type="checkbox"/> Are there any limitations on our ability to engage in all travel ? YES <input type="checkbox"/> NO <input type="checkbox"/>								
11. Permanent address Telephone No. _____		12. Present address Telephone No. _____		13. Office Telephone No. 14. Office Fax. No: E-mail:: _____				
15. Do you have you any dependent children? YES <input type="checkbox"/> NO <input type="checkbox"/> If the answer is "yes", give the following information:								
Name of Children	Date of Birth (day/mo/year)	Place of Birth	Nationality	Gender				
15.(a) Name of Spouse								
16. Have you taken up legal permanent residence status in any country other than that of your nationality? If answer is "yes", which country? YES <input type="checkbox"/> NO <input type="checkbox"/>								
17. Have you taken any legal steps towards changing your present nationality? If answer is "yes", explain fully: YES <input type="checkbox"/> NO <input type="checkbox"/>								
18. Are any of your relatives employed by a public international organization? If answer is "yes", give the following information: <input type="checkbox"/> YES <input type="checkbox"/> NO								
NAME	Relationship	Name of International Organization						
19. What is your preferred field of work? _____								
20. Would you accept employment for less than six months YES <input type="checkbox"/> NO <input type="checkbox"/>			21. Have you previously submitted an application for employment and/or undergone any tests with U.N.? YES <input type="checkbox"/> NO <input type="checkbox"/> if so when? _____					
22. KNOWLEDGE OF LANGUAGES. What is your mother tongue?								
	READ		WRITE		SPEAK		UNDERSTAND	
OTHER LANGUAGES	Easily	Not Easily	Easily	Not Easily	Easily	Not Easily	Easily	Not Easily
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
23. For clerical grades only <i>Indicate speed in words per minute</i>								
Type	English	French	Other languages		List all specific computer programmers you use (i.e. excel, access)			
Shorthand								

24. EDUCATIONAL. Give full details - N.B. Please give exact titles of degrees in original language.					
A. UNIVERSITY OR EQUIVALENT			Please do not translate or equate to other degrees.		
NAME, PLACE AND COUNTRY Please give complete address	ATTENDED FROM/TO		DEGREES and ACADEMIC DISTINCTIONS OBTAINED	MAIN COURSE OF STUDY	
	Month./Year	Month./Year			
B. SCHOOLS OR OTHER FORMAL TRAINING OR EDUCATION FROM AGE 14 (e.g. high school, technical school or apprenticeship)					
NAME, PLACE AND COUNTRY Please give complete address	TYPE	ATTEND FROM/TO		CERTIFICATES OR	
		From	To	DIPLOMAS OBTAINED	
25. LIST PROFESSIONAL SOCIETIES AND ACTIVITIES IN CIVIC, PUBLIC OR INTERNATIONAL AFFAIRS					
26. LIST ANY SIGNIFICANT PUBLICATIONS YOU HAVE WRITTEN (do not attach)					
27. EMPLOYMENT RECORD: Starting with your present post, list in reverse order every employment you have had. Use a separate block for each post. Include also service in the armed forces and note any period during which you were not gainfully employed. If you need more space, attach additional pages of the same size. Give both gross and net salaries per annum for your last or present post.					
PRESENT POST (LAST POST, IF NOT PRESENTLY IN EMPLOYMENT)				EXACT TITLE OF YOUR POST	
FROM	TO	SALARIES PER ANNUM			
MONTH/YEAR	MONTH/YEAR	STARTING	FINAL		
NAME OF EMPLOYER				TYPE OF BUSINESS	
ADDRESS OF EMPLOYER				NAME OF SUPERVISOR	
				NO. AND KIND OF EMPLOYEES SUPERVISED BY YOU	REASON FOR LEAVING
DESCRIPTION OF YOUR DUTIES					
B. PREVIOUS POST (IN REVERSE ORDER)					
FROM	TO	SALARIES PER ANNUM		EXACT TITLE OF YOUR POST:	
MONTH/YEAR	MONTH/YEAR	STARTING	FINAL		
NAME OF EMPLOYER:				TYPE OF BUSINESS:	
ADDRESS OF EMPLOYER:				NAME OF SUPERVISOR:	
				NO. AND KIND OF EMPLOYEES SUPERVISED BY YOU:	REASON FOR LEAVING:
DESCRIPTION OF YOUR DUTIES					

FROM	TO	SALARIES PER ANNUM		EXACT TITLE OF YOUR POST:
MONTH/YEAR	MONTH/YEAR	STARTING	FINAL	
NAME OF EMPLOYER:				TYPE OF BUSINESS:
ADDRESS OF EMPLOYER:				NAME OF SUPERVISOR:
				NO. AND KIND OF EMPLOYEES SUPERVISED BY YOU:
				REASON FOR LEAVING:
DESCRIPTION OF YOUR DUTIES				
FROM	TO	SALARIES PER ANNUM		EXACT TITLE OF YOUR POST:
MONTH/YEAR	MONTH/YEAR	STARTING	FINAL	
NAME OF EMPLOYER:				TYPE OF BUSINESS:
ADDRESS OF EMPLOYER:				NAME OF SUPERVISOR:
				NO. AND KIND OF EMPLOYEES SUPERVISED BY YOU:
				REASON FOR LEAVING
DESCRIPTION OF YOUR DUTIES				
FROM	TO	SALARIES PER ANNUM		EXACT TITLE OF YOUR POST:
MONTH/YEAR	MONTH/YEAR	STARTING	FINAL	
NAME OF EMPLOYER:				TYPE OF BUSINESS:
ADDRESS OF EMPLOYER:				NAME OF SUPERVISOR:
				NO. AND KIND OF EMPLOYEES SUPERVISED BY YOU:
				REASON FOR LEAVING
DESCRIPTION OF YOUR DUTIES				
FROM	TO	SALARIES PER ANNUM		EXACT TITLE OF YOUR POST:
MONTH/YEAR	MONTH/YEAR	STARTING	FINAL	
NAME OF EMPLOYER:				TYPE OF BUSINESS:
ADDRESS OF EMPLOYER:				NAME OF SUPERVISOR:
				NO. AND KIND OF EMPLOYEES SUPERVISED BY YOU:
				REASON FOR LEAVING
DESCRIPTION OF YOUR DUTIES				

<p>28. HAVE YOU ANY OBJECTIONS TO OUR MAKING INQUIRIES OF YOUR PRESENT EMPLOYER? YES <input type="checkbox"/> NO <input type="checkbox"/></p>														
<p>29. ARE YOU NOW, OR HAVE TO EVER BEEN, A PERMANENT CIVIL SERVANT IN YOUR GOVERNMENT'S EMPLOY? YES <input type="checkbox"/> NO <input type="checkbox"/> If answer is "yes", WHEN?</p>														
<p>30. REFERENCES: List three persons, not related to you, and are not current United Nations staff members, who are familiar with your character and qualifications. Do not repeat names of supervisors listed under item 27.</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 33%;">FULL NAME</th> <th style="width: 33%;">FULL ADDRESS</th> <th style="width: 33%;">BUSINESS OR OCCUPATION</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>			FULL NAME	FULL ADDRESS	BUSINESS OR OCCUPATION									
FULL NAME	FULL ADDRESS	BUSINESS OR OCCUPATION												
<p>31. STATE ANY OTHER RELEVANT FACTS, INCLUDING INFORMATION REGARDING ANY RESIDENCE OUTSIDE THE COUNTRY OF YOUR NATIONALITY</p>														
<p>32. HAVE YOUR EVER BEEN ARRESTED, INDICTED, OR SUMMONED INTO COURT AS A DEFENDANT IN A CRIMINAL PROCEEDING, OR CONVICTED, FINED OR IMPRISONED FOR THE VIOLATION OF ANY LAW (excluding minor traffic violations)? YES <input type="checkbox"/> NO <input type="checkbox"/> If "yes", give full particulars of each case in an attached statement.</p>														
<p>33. OTHER AGENCIES OF THE UNITED NATIONS SYSTEM MAY BE INTERESTED IN OUR APPLICANTS. DO YOU HAVE ANY OBJECTION TO YOUR PERSONAL HISTORY FORM BEING MADE AVAILABLE TO THEM? YES <input type="checkbox"/> NO <input type="checkbox"/></p>														
<p>34. I certify that the statements made by me in answer to the foregoing questions are true, complete and correct to the best of my knowledge and belief. I understand that any misrepresentation or material omission made on a Personal History form or other document requested by the Organization renders a staff member of the United Nations liable to termination or dismissal. 13</p> <p>DATE: _____ SIGNATURE : _____</p>														
<p>N.B. You will be requested to supply documentary evidence which supports the statements you have made above. Do not, however, send any documentary evidence until you have been asked to do so by the Organization and, in any event, do not submit the original texts of references or testimonials unless they have been obtained for the sole use of the Organization.</p>														