

**No.21023/06/2024-PP**  
**GOVERNMENT OF INDIA**  
**Ministry of Home Affairs**  
**[Police Division-II]**  
**Pers.Policy Desk**

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Kartavya Bhavan-3, New Delhi, 110001  
Dated 28 Nov, 2024

To

1. The Secretaries to the Government of India
2. The Chief Secretaries and DsG(P) of all States / UTs.
3. The Directors - IB/CBI/SVPNPA/SPG/NEPA/NICFS/CFSL/DCPW/NTRO.
4. The DsG -BSF/CRPF/ITBP/CISF/NSG/RPF/BPR&D/SSB/NCB/NIA/Assam Rifles

**Subject: Extension of deadline for receiving nomination from individual police officers in active service for the post of Ceasefire Monitor (Police) at P-3 level in United Nations Support Mission in Libya (UNSMIL) – reg.**

Sir/Madam,

Kind attention is invited to this Ministry's letter dated 01.05.2024 vide which nomination for the seconded post of **Ceasefire Monitor (Police) at P-3 level in United Nations Support Mission in Libya (UNSMIL)** for a period of 12 months (extendible) was requested upto 10.06.2024.

2. Now, Permanent Mission of India to United Nations has forwarded a communication from the UN extending the deadline for submission of nomination for the above post. **For the post advertised, fluency in spoken and written English is required.** Knowledge of a second UN language (Arabic) is highly desirable.

3. **The job description along with the requisite eligibility criteria/qualifications for the above said posts are enclosed/attached with this letter for reference. It is strongly recommended that authorities carefully submit only those candidates/officers meeting all requirements for the position outlined in attached job opening. The requirements given in the Annexure-I must also be ensured.**

4. Nomination of eligible and willing officers in the rank of **Dy SP/SP for P-3 level**, active in police service for the above said posts may be forwarded through proper channel to this Ministry by **10<sup>th</sup> December 2025** along with the requisite documents duly signed and completed in all respects as mentioned in Annexure-I & II. The nominations without Vigilance clearance and Cadre Clearance (for all Officers) from respective Ministries/Departments/State or UT/Organizations' shall be summarily rejected. Applications received through proper channel only i.e. through Home Department (State)/ approval of Head of Organization/ UT division in case of AGMUT cadre officers, will be entertained. **Applications received after the deadline specified i.e. 10.12.2025 will not be considered.**

5. The duly completed and signed **Personal History Profile (P-11)** ,

**Employment of Academic Certification (EAC), and Human Right Certificate along with forwarding letter including APAR/ACR grading of last five years (only grading, no need to send copy of ACR) of each nominated candidates are required to be submitted in separate single file (PDF format only) through E-mail at police2-un@mha.gov.in and us-polfin6@mha.gov.in before the last date i.e. 10.12.2025.**

6. As a part of digital India initiative, all the required documents are to be sent in digital mode only (to above mentioned emails) and no hard/physical copies are required.

7. This issues with the approval of Competent Authority.

Encl: As above

Yours faithfully,

*Sudeepta*  
(Dr. Sudeepta Ghosh)  
Director (Pers – Coord)  
Tele. 24010264

**Copy to:-**

1. The Chief Secretaries of UTs and Commissioner of Police, Delhi :- Kindly note that the nominations are to be submitted through UT Division, MHA only.
2. Commissioner of Police Mumbai, Kolkata, Chennai and Bangalore:- Kindly note that the nomination are to be forwarded through respective State Government only.
3. JS(UNP), MEA, JNB (A-wing), New Delhi-110011
4. DS (Police-I), MHA
5. SO (IT), MHA - With the request to upload the above communication on MHA website (Police Division-II (Secondment vacancies) and also under "what's new".

**Other requisite requirements**

- A. United Nations Personal History Profile (PHP) form (P.11) duly completed typed(not hand-written) and signed by the nominated candidate.
- B. United Nations Employment and Academic Certification [attachment to personal history profile (P-11)] Form duly completed and signed by the nominated candidate as well as the relevant local / nominated authority. The EAC submitted without the signature of Designated Authority of concerned Force results in rejection of nomination. Hence, the forwarding authority should ensure that the EAC is duly signed by the applicant as well the Designated Authority of Force. All requisite details i.e position for which applying, job opening number, date of commission, degrees and academic distinctions and all other requisite details should be filled properly. If candidate wishes to apply for several posts, **the separate EAC and PHP forms should be submitted for each post.**
- C. Personal details as per Annexure-II along with APAR/ACR gradings of **Last Five Years(Mandatory). No hard copies of ACR is required to sent.**
- D. Human Right Certificate (Performa Enclosed)**
- E. *No format other than the specimen enclosed (duly typed) will be entertained/accepted. Formats other than the prescribed one invites lot of observations from UNHQ(UNDPKO) while finalizing the nominations..* Hand written PHP will not be entertained/accepted. It may be ensured that the photographs of the officer applying for the post should be placed on the front side of P-11 form and signature in the last page at relevant place.
- F. The nominations without Vigilance clearance and Cadre Clearance (for all Officers) from respective Ministries/Departments/State or UT/Organizations' shall be summarily rejected.
- G. Applications through proper channel only i.e. through Home Department (State) and approval of Head of Organization will be entertained. Applications received after the deadline specified will not be considered.
- H. Concerned authorities may please ensure and advice their officers not to make any direct queries with this ministry or UNHQ regarding selection. This ministry will not entertain personal queries from individual applicants.
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**BIO- DATA Proforma**

**ANNEXURE-II**

1. Name of Post(s) Applied
2. Job Opening Number
3. Name of the Officer(as per official documents)
4. Designation/Rank, Organization, Pay scale/level
5. Present Place of Posting
6. In the case of officers on Deputation with other organization:-
  - Name of Parent Organization
  - Name of organization presently employed
  - Date of Deputation
  - Expected Date of repatriation to parent cadre/organization
7. NoC from Parent Cadre (if on deputation) mandatory : Yes/No/NA
8. Date of Birth
9. (a) Education qualification  
(b) Required qualification as per applied job/posts(Yes/NO)
10. Date of Joining Police Service
11. Date of Superannuation
12. Service/Cadre/Batch:-
13. Previous UN Experience
14. Other Foreign/international Experiences
15. Contact Details: Telephone No
  - Office
  - Residence
  - Mobile
  - E-mail
16. APAR/ACR Gradings of Last 05 years (mandatory):-
17. Outstanding Achievements, if any
18. Last Five(years) work profile/experiences

Recent Passport  
Size Photograph

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

Signature of applicant

## HR Certificate

**(No any other language/format than mentioned below will be accepted)**

"The Department/organization of ..... is hereby confirming that Mr/Mrs ..... has been neither convicted of, nor currently under investigation or being prosecuted for, any criminal or disciplinary offence, or any violations of international human rights law or international humanitarian law. The Department/Organization of ..... also certifies that it is not aware of any allegations against the nominated candidates that they have committed or been involved, by act or omission, in the commission of any acts that may amount to violations of international human rights law or international humanitarian law.

To be signed by an officer  
Not Below the Rank of DIG/Director



## FACSIMILE

Date: 13 November 2025

Reference: PD /1206/25

<b>TO:</b> Permanent Mission to the United Nations	<b>FROM:</b> Commissioner Faisal Shahkar Police Adviser & Director Police Division DPO/OROLSI/UNHQ New York
<b>ATTN:</b> Military/Police Adviser	
<b>FAX NO:</b> Via Email	<b>FAX NO:</b> (917) 367-2222
<b>TEL NO:</b>	<b>TEL NO:</b> (212) 963-0942
<b>SUBJECT: Deadline extension for receiving nomination of police candidates for the seconded post of the Ceasefire Monitor Police (P-3) in UNSMIL</b>	
Total number of transmitted pages including this page: 1	
<ol style="list-style-type: none"> <li>1. The Police Division expresses its gratitude to the Permanent Mission to the United Nations for the dedicated, collaborative and sustained support in providing UN police officers for the service in peace operations and special political missions.</li> <li>2. Reference is made to our calling for the nomination of police officers for the selection campaign for the post of Ceasefire Monitor (Police) at P-3 level in the United Nations Support Mission in Libya (UNSMIL). Please be informed that the initial job opening was for 2 (two) vacancies, and we were not able to identify suitable candidates to fill them. In an effort to generate more candidates, the Police Division is extending the deadline for receiving qualified nominations for this post (please see attached documentation) within the above-mentioned selection campaign until <b>December 29<sup>th</sup>, 2025</b>. Furthermore, previously nominated candidates are still under consideration.</li> <li>3. The Police Division <b>strongly encourages the nomination of qualified female candidates who meet the job requirements.</b></li> <li>4. The Police Division expresses its gratitude to the Member States, who have already nominated candidates for this position. Their profiles are being screened and evaluated against the selection criteria outlined in the job descriptions.</li> <li>5. All applications must be submitted, according to the Application Procedures to the following e-mail: <a href="mailto:carolina.gonzaleztapia@un.org">carolina.gonzaleztapia@un.org</a></li> </ol> <p>Best regards.</p>	
<b>Drafted by:</b> Carolina Gonzalez Police Recruitment Officer Police Division/OROLSI/DPO	<b>Cleared by:</b> Ata Yenigun Chief of the Selection and Recruitment Section Police Division/OROLSI/DPO

# United Nations



*Job Opening for Position requiring official secondment  
from national governments of Member States of the United Nations Organization.  
Appointments are limited to service on posts financed by  
the support account of peacekeeping operations*

<b>Post title and level</b>	<b>Ceasefire Monitor (Police), P-3</b>
<b>Organizational Unit</b>	<b>United Nations Support Mission in Libya (UNSMIL)</b>
<b>Duty Station</b>	<b>Sirte, Libya (Initially in Tripoli)</b>
<b>Reporting to</b>	<b>Chief UNSMIL/CMC through Deputy Chief UNSMIL/CMC</b>
<b>Duration</b>	<b>12 Months (extendable)</b>
<b>Deadline for applications</b>	<b>31 January 2025</b>

**United Nations Core Values: Peace, Dignity and Equality on a healthy planet**

**Organizational Setting:** The position is located in the Ceasefire Monitoring Component (CMC) of the United Nations Support Mission in Libya (UNSMIL).

**Reporting line:** The UNSMIL ceasefire monitoring component reports to the Special Envoy and Head of UNSMIL through the Assistant Secretary-General (ASG)/Mission Coordinator. The incumbent reports to the Chief UNSMIL/CMC through the Deputy Chief UNSMIL/CMC.

## **RESPONSIBILITIES:**

In compliance with the UNSMIL mandate and under the supervision of Chief of Ceasefire Monitoring Component (CMC), the Ceasefire Monitor (Police) is responsible for, but not limited to, the performances of the following duties:

- Assist the Libyan parties in implementing the Libyan-led and Libyan-owned Ceasefire Monitoring Mechanism (LCMM) in accordance with the 23 October 2020 Ceasefire Agreement.
- Facilitate the development of training programme for the Libyan monitors, based on the request through the 5+5 Joint Military Commission and as approved by UNSMIL leadership.
- Monitor and verify violations of the 23 October 2020 Ceasefire Agreement reported by the national monitors and other local sources to the ceasefire monitoring mechanism.
- Support the ceasefire and de-escalation process in UNSMIL; document any alleged violations of the ceasefire agreement and human rights.
- Participate in ground monitoring mission in the designated area in Libya, upon request.
- Work closely with the 5+5 Joint Military Commission, Joint Sub-committee for Ceasefire Monitoring/Libyan Monitoring Teams, including on the status of implementation of specific provisions of the Agreement within the defined area.
- Gather and analyze information from open sources for regular monitoring and observation

activities.

- Monitor and assess major developments through observation and liaison; prepare analytical and operational reports.
- Provide effective accurate and timely verbal and written reports using appropriate communications (radio, telephone, email, written/verbal reports, presentations, among others).
- Facilitate communication, coordination, and cooperation with relevant stakeholders and mission components in ceasefire monitoring as mandated.
- Provide advisory support in relevant areas of expertise to adopt best practices across the spectrum of ceasefire monitoring matters.
- Perform other functions consistent with the Mandate as directed by the supervisor in fulfilling mandated tasks.

### **COMPETENCIES:**

**Professionalism:** Demonstrates professional competence and knowledge of theories and concepts relevant to police planning at the strategic and operational level. Is familiar with planning processes, from concept of operations through to verification requirements. Has knowledge of international affairs and understanding of peace operations. Knows the work of a headquarters responsible for operational planning and interfacing with relevant civil and military agencies. Demonstrates ability to engage in discussions at the operational level Has the ability to conduct independent research and analysis, identify issues, formulate concepts and options and make conclusions and recommendations. Has the ability to provide sound policing advice. Ability to produce high quality work with limited supervision and in unfamiliar environments. Has the ability to interact and to establish and maintain effective working relationships, both as a team member and team leader, with people of different national and cultural backgrounds. Shows pride in work and in achievements; demonstrates professional competence and mastery of subject matter; is conscientious and efficient in meeting commitments, observing deadlines and achieving results; is motivated by professional rather than personal concerns; shows persistence when faced with difficult problems or challenges; remains calm in stressful situations. Takes responsibility for incorporating gender perspectives and ensuring the equal participation of women and men in all areas of work. Knowledge of the peace process that is being carried out in Libya, and the Mission mandate is desirable. Computer literate with a sound working knowledge of MS Office.

**Planning and Organizing:** Develops clear goals that are consistent with agreed strategies. Identifies priority activities and assignments; adjusts priorities as required. Allocates appropriate amount of time and resources for completing work. Foresees risks and allows for contingencies when planning. Monitors and adjusts plans and actions as necessary. Uses time efficiently.

**Communication:** Speaks and writes clearly and effectively; listens to others, correctly interprets messages from others and responds appropriately; asks questions to clarify and exhibits interest in having two-way communication; tailors language, tone, style and format to match audience; demonstrates openness in sharing information and keeping people informed.

**Teamwork:** The ability to work as part of a mixed civil-military teams and to build relations with external partners. Works collaboratively with colleagues to achieve organizational goals; solicits input by genuinely



valuing others' ideas and expertise; is willing to learn from others; places team agenda before personal agenda; supports and acts in accordance with final group decision, even when such decisions may not entirely reflect own position; shares credit for team accomplishments and accepts joint responsibility for team shortcomings.

## **QUALIFICATIONS:**

**Education:** Advanced university degree (Master's degree or equivalent) in Law, Criminal Justice Administration, Policing, Security Studies, Business or Public Administration, International Relations, Development Studies or another relevant field. Graduation from Police Academy or other law enforcement training institution is required.

### **Experience:**

Candidate must be in active police service possessing a minimum of seven years (nine years in absence of advanced university degree) of progressive and active policing experience in the national or international law enforcement agency at the field and/or national headquarters level with at least five years of experience in the area of planning, capacity building, operation, leadership, liaison and negotiation, crisis management, threat assessment, security arrangements, crime data analysis/crime trend recognition, gathering information from open sources, information analysis, preparation of analytical and operational reports and intelligence assessment is required. Experience in ceasefire monitoring, preferably in UN or other international organization environment, civil-military cooperation, preparation of political background papers, talking points and meeting notes is highly desirable.

Peacekeeping or other international experience in the UN or other organization is an advantage.

**Rank:** Senior/Chief Inspector, Major, other service equivalent rank or higher.

**Languages:** English and Arabic are the official languages of the mission, for this post fluency in English (oral and written) is required, while **knowledge in Arabic it will be highly desirable.**

### **Special Notice:**

- Only active serving police officers nominated by their National Government Authorities will be considered for the post.
- The incumbent will be selected on a competitive basis and upon deployment, carries out her/his duties ununiformed and unarmed.
- In an effort to reach the benchmarks outlined in the UN Gender Parity Strategy and the Uniformed Gender Parity Strategy 2018-2028, the Police Division requires nomination of appropriate number of women candidates. **Preference will be given to equally qualified women candidates.**

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**Date of Issuance: 26 July 2023**

**\*Rank in application form should be outlined in candidate's original language with literal translation in English. The Member States are requested to certify the rank of each candidate it nominates and ensure that only applications meeting all requirements described in the job opening/s, are submitted.**

**In accordance with the Policy on Human Rights Screening of UN Personnel, all individuals who seek to serve with the United Nations are requested to make "self-attestation" that s/he has not committed any serious criminal offences and has not been involved in violations of international human rights or international humanitarian law. The exact wording**

of the self-attestation is outlined in para. 5.2 of the above-mentioned Policy. The final decision on the selection of an individual to serve with the United Nations will also be subject to human rights screening.

**QUALIFICATIONS**

Education: Advanced university degree (Master's degree or equivalent) in Law, Criminal Justice, International Police, Security Studies, Business or Public Administration, International Relations, Development Studies or another relevant field. Graduation from Police Academy or other law enforcement training institution is required.

**Experience**

Candidates must be in active police service possessing a minimum of seven years (nine years in absence of advanced university degree) of progressive and active police experience in the national or international law enforcement agency at the field and/or national headquarters level with at least five years of experience in the area of planning, capacity building, operations, leadership, liaison and negotiation, crime management, internal assessment, security arrangements, crime data analysis, critical incident response, gathering information from open sources, information analysis, preparation of analytical and operational reports and intelligence assessment is required. Experience in working in a monitoring, preventive or UN or other international organization environment, civil-military cooperation, preparation of political background papers, talking points and meeting notes is highly desirable.

Working or other international experience in the UN or other organization is an advantage.

Rank: Senior Chief Inspector, Major, other service equivalent rank or higher.

Languages: English and Arabic are the official languages of the mission. For this post fluency in English (oral and written) is required, while knowledge in Arabic is highly desirable.

**Special Notes:**

- Only active serving police officers nominated by their National Government Authorities will be considered for the post.
- The incumbent will be selected on a competitive basis and upon deployment enters on probation (three months) and reported.
- In an effort to reach the benchmarks outlined in the UN Gender Parity Strategy and the United Nations Gender Parity Strategy 2012-2018, the Police Division requires nomination of appropriate number of women candidates. Preference will be given to equally qualified women candidates.

Date of issuance: 16 July 2013

If an application form should be omitted in candidate's original language with their application in English, the applicant is requested to certify the rank of each candidate if nomination and ensure that any nomination meeting all requirements described in the job vacancy are submitted.

In accordance with the Policy on Human Rights Screening of UN Personnel, all individuals who seek to enter with the United Nations are requested to state "self-attestation" that they have not committed any serious criminal offence and have not been involved in violation of international human rights or international humanitarian law. The self-attestation form is available on the United Nations website.