



**Government of India**  
**Ministry of Communications**  
**Department of Telecommunications**  
**O/o Addl. DG, J&K Licensed Service Area**  
**Ground Floor, HUDCO Bhawan,**  
**Rail Head Complex, P.O. Railway. Station, Jammu -180012**

No.: 2-44/2023-JKL.Admin

Date: 02/08/2023

**NOTIFICATION**

**Sub.: Engagement of consultant for vacant posts at AD level in Group B on temporary contract basis in O/o. Addl. DGT, DoT, J&K LSA.**

J&K Licensed Service Area (LSA), Department of Telecommunications, Ministry of Communications proposes to engage three consultants at AD level in Group B cadre on purely temporary and on contract basis for an Initial period of six months, extendable further up to a maximum of 6 terms of 6 months or sixty-five years of age or till regular manpower is posted whichever is earlier, based on his/her performance and requirement of this office.

Applications are invited from retired government servants, retired officials of PSUs or Government Research organizations with adequate computer knowledge, technical background as consultant in this office.

The applicants may indicate their willingness to work at Jammu office of J&K LSA, for consideration by appropriate authority and due empanelment with a validity period of 6 months. The engagement of Consultants from the empanelled list will be issued by this office, for the vacancies / future vacancies at AD Level in Group 'B' posts arising at this office during that period.

Addl. DGT, J&K LSA reserves the right to accept or reject in part or in full any or all the responses without assigning any reasons whatsoever. Application form for the post of consultant on contract basis is enclosed herewith as per **Annexure-A**. Last date for submission of application is **17:00 hrs on 01/09/2023**. Applications received after due date will not be considered. The details of terms & conditions of engagement are given below:

Sl.	Terms and Conditions	Details
1.	Nature of Duties	Duties may be assigned in any of the works being carried out in J&K LSA, DoT: a) Service Compliance –Various activities related to CAF audit, EMR audit, Service Testing, Roll out obligation, etc. b) Technology –Inspection of licensees' network, Advocacy & public awareness, co-ordination for PMWANI, etc. c) Security – Assisting Security vertical in their works like Audit, Inspection etc.



		<p>d) Rural – Rural telecom connectivity, verification of USO sites, RF coverage testing, Telecom connectivity checking, Coverage in tribal hamlets, SLBC, etc.</p> <p>e) Admin - Assisting the Admin vertical for DDO works, Personnel grievances, Building maintenance, Court cases, Misc. admin activities. Maintenance of computers, etc.</p> <p>f) Misc. – Any other works like collecting &amp; compilation of data and preparation of reports, etc.</p> <p>The consultants will be posted in Jammu and may have to go on official tour to discharge the above functions as and when required.</p>
2.	Period of engagement	Initial contract would be for a period of 6 months extendable further up to a maximum of 6 terms of 6 months or 65 years of age or posting of regular staff whichever is earlier. The period of engagement will be based on the assessment of Head of respective unit which shall be final in this regard.
3.	Eligibility should be Diploma/Degree or equivalent with suitable experience in the items indicated in Sl. No.1	<p>a. For consultant at AD level (Group B)-Retired from CDA scale with Minimum substantive grade of Level 8 of the 7<sup>th</sup> CPC or equivalent IDA Scale or holding analogous post or above (also in case of any vacancy arising out in future at DoT J&amp;KLSA)</p> <p>b. As Per DoT OM No. 19-1/2019(Part)-SU-1(FTS 96171) dated 12<sup>th</sup> May 2023, Optees of BSNL/MTNL VRS 2019 can also apply for this post.</p>
4.	Remuneration	<p>The monthly consolidated fee/remuneration payable to the retired persons engaged as consultants shall be in accordance with the Department of Expenditure OM No. 3-25/2020-E.III A, dated 09-12-2020 endorsed by DoT letter No.1-3(01)/2021-PAT, dated 08-02-2021 and No.3-10/2014-SEA-I/Fin, dated 29/03/2022 (copy at <b>Annexure B</b>) and as amended from time to time. The amount of remuneration so fixed shall remain unchanged for the term of contract.</p> <p>There will be no annual increment/percentage increase during the contract period.</p>
5.	Allowances	<p>No Dearness Allowance shall be allowed during the term of contract and no House Rent Allowance shall be admissible.</p> <p>An appropriate and fixed amount as Transport allowance for the purpose of commuting between the residence and the place of work shall be allowed not exceeding the rate applicable to the engaged consultant at the time of retirement.</p> <p>The engaged consultant may be allowed TA/DA on official tour, if any, as per the entitlement at the time of retirement.</p> <p>The Consultants shall not be entitled to telephone facilities, CGHS, medical reimbursement, staff car and residential accommodation from Central Govt pool.</p>
6.	Working Hours	Working hours shall normally be from 9.00 AM to 5.30 PM during working days including half an hour lunch break in between. However, depending on the exigency of work and if required, the contract employees may have to reach office early or sit late to complete the time bound work or attend office on holidays. No extra remuneration or fee would be payable, if work requires early coming, late sitting or coming on holidays.



7.	Accident, Injury etc. during the period of engagement	O/o Additional DG(T), J&K LSA shall not be responsible for any loss, accident, damage, injury suffered by the contract employees whatsoever arising in or out of the execution of his/her work, including travel.
8.	Leave of absence	Paid leave of absence may be allowed at the rate of 1.5 days for each completed month of service. Accumulation of leave beyond a calendar year may not be allowed.
9.	Income Tax	Income tax or any other tax, liable to be deducted as per the prevailing rules, will be deducted at source before effecting the payment of remuneration and allowances for which the Department will issue TDS certificate.
10.	Computer Literacy	The applicant should have adequate knowledge of MS Word, MS Excel, MS Power point Database analysis (e.g., SQL). Programming knowledge is desirable.
11.	Terms and Conditions	Terms and Conditions for hiring services of consultants shall be governed by: (1) DoT OM No.1-50(1)/2018-Estt dated 10 <sup>th</sup> September 2020. (2) Ministry of Finance DoE Office Memorandum F.No.3-25/2020-E.IIIA dated 9 <sup>th</sup> December 2020. (3) Order No.3-10/2014-SEA-I/Fin, dated 22/12/2021, (4) DoT O.M. No.3-10/2014-SEA-I/Fin dated 29 March 2022.
12	Age limit	Candidate should not be more than 64 years of age on the last date of this application.
13.	Logistics& Support:	Consultants will be required to have their own laptops. O/o. Addl. DGT, J&K LSA shall provide them working space, internet facility and other necessities as deemed fit. However, they will have to maintain confidentiality of the data and documents as indicated in S. No. 14 below.
14.	Confidentiality of data and documents	The data collected/produced as well as deliverables produced for the O/o Addl. DGT, J&K LSA shall remain with this office. No one shall utilize or publish or disclose or part with, to a third party, any part of the data or statistics or proceedings or information collected for the purpose of this assignment or during the course of assignment from the O/o Addl. DGT, DoT, J&K LSA, without express written consent of this office. The consultants are bound to hand over the entire set of records of assignments to this office before the expiry of the contract and before the final payment are released by this office. The Consultant so engaged shall sign an agreement of confidentiality with the O/o Addl. DGT, DoT, J&K LSA, Department of Telecommunications containing a clause of Ethics and Integrity.
15.	Conflict of interest	The consultants engaged shall in no case represent or give opinion or advice to others in any matter which is averse to the interests of the Department.
16.	Closing date for submitting applications	<b>Up to 17.00 Hrs of 01/09/2023</b>



17.	Selection procedure	<p>The selection procedure will have two stages namely shortlisting of candidates based on the scrutiny of applications/supporting documents, and thereafter interview of the shortlisted candidates.</p> <p>A three-member committee would be formed to draw a panel for the consultant posts. The panel recommended by the committee will be valid for a period of 6 months.</p> <p>The decision of the Department in the matter of selection of consultants shall be final and binding upon the applicants.</p>
18.	Termination of contract	<p>The contract may be terminated by either of the party with prior notice of 30 days.</p> <p>The above said engagement is purely on temporary and on contract basis. The selected candidates will be governed by the provision of the guidelines for engagement of consultants in DoT as amended from time to time.</p>
19.	How to apply	<p>Candidates are required to fill the form with a profile of their experience and supporting documents as per the enclosed proforma at <b>Annexure-A</b>. The above notification is also available on the DoT website-<a href="http://www.dot.gov.in">www.dot.gov.in</a>.</p>
20.	Application in prescribed Proforma along with handwritten profile of experience to be forwarded to	<p>Shri Musaphir Ram, Director (Admin), O/o. Addl. DGT, J&amp;K LSA, DoT. Ground Floor, HUDCO Bhawan, Rail Head Complex, P.O. Railway. Station, Jammu -180012 Tel: 9868134431 Email: <a href="mailto:dira.jk-dgt-dot@gov.in">dira.jk-dgt-dot@gov.in</a></p>
21.	Vacancies	<p>3 Group-B posts at AD Level in the J&amp;K LSA. Number of the consultants to be engaged may vary as per the actual requirement.</p>

Applications are required to be made in the prescribed Proforma, attached herewith at **Annexure –A**, along with supporting documents and a profile of experience on a plain paper

The above said engagement is purely on temporary and on contract basis. The selected candidates will be governed by the provisions of the guidelines for engagement of consultants in DoT as amended from time to time.

**Encl.:** As above

*Arun Agarwal*  
2/8/23  
(Arun Agarwal)  
DDG (Admin.)

O/o. Addl. DGT, J&KLSA, DoT.

**Copy for information to:**

1. Director General Telecom, DoT HQ, New Delhi.
2. DDG(Estt.)/Director (Estt.), DoT HQ, New Delhi.
3. Director (IT), DoT HQ, New Delhi with a request to publish on DoT Website under 'Vacancies'
4. O/o CCA, Jammu.
5. O/o CGMT, BSNL, Jammu
6. Notice Board.
7. Office Copy.

**APPLICATION FORMAT FOR THE POST OF CONSULTANT AT J&K LSA**

1. Name:
2. Father's name:
3. Present Residential Address:
4. Aadhar Number:
5. Date of Birth (DD/MM/YYYY):
6. E-mail address:
7. Mobile number:
8. Date of entry into Government Service:
9. Date of retirement:
10. Last Month Substantive Grade/Level/Scale and Basic pay drawn (on superannuation):
11. Basic Pension Drawn:
12. Educational Qualification:
13. Brief particulars of service with nature of duties performed for 10 years before retirement.



Sl.No	Name of Ministry/Dept.	Period (DD/MM/YYYY)		Post Held	Nature of work done
		From	To		

14. Brief particulars of service with nature of duties performed, after retirement till date.

Sl.No	Name of Ministry/Dept.	Period (DD/MM/YYYY)		Post Held	Nature of work done
		From	To		



15. Knowledge of Computer.

MS Word	
MS Excel	
MS Power Point	
Any other (Please specify)	

17. Additional information, if any, in support of your suitability for the post.

The candidate has to submit a detailed resume on experience, works handled relative to Telecom sector activities and other official functions (Not more than 2 pages)

18. Self-Attested photocopy of the following documents must be attached with the application:

- 1) LPC of last month of service
- 2) Latest pension amount (Bank/Postal statement of Pension/Saving account)
- 3) Proof of last post held
- 4) Retirement documents/Certificates/PPO

**DECLARATION**

This is to certify that no disciplinary proceedings are pending against me on the date of application and the information given above is true to the best of my knowledge and belief. The original documents would be made available on demand and that I unequivocally and unconditionally accept all the terms & conditions of **Notification No. 2-44/2023-JKL.Admin dated 02 /08/2023**

	Yours faithfully
Date:	Signature:
Place:	Full Name:

Advisor/TNLSA/Admin/ConsultantFile/2022-23  
File No.1-3(01)/2021-PAT

1/3108733/2023

भारत सरकार/Government of India  
संचार मंत्रालय/Ministry of Communications  
दूरसंचार विभाग/Department of Telecommunications

Sanchar Bhawan, 20, Ashoka Road  
New Delhi -110001

Dated: 08/07/2021

CIRCULAR No. 154

**Subject: Regulation of Remuneration in case of Contract Appointment of Retired Central Government Employees**

The undersigned is directed to forward herewith a copy of Department of Expenditure OM No. 3-25/2020-E.IIA dated 09.12.2020 on the subject cited above for information and necessary action.

Encl: As above

  
(S.C. Karol)  
Director (Esst.)  
Phone: 2303 6500

Copy to:

1. PPS to Secretary (Telecom)
2. PPS to Member (T)/ Member (S)/Member (F)
3. Director General Telecom/ CGCA
4. All Advisors/ Sr. DDG (TEC)/(NTIPRIT)/(NCCS)
5. All Heads of LSAs/ CCAs
6. CMD, BSNL/ MTNL/ TCI/ BBNL
- 7 Executive Director, C-DoT/ Dir. WMO, New Delhi
8. Director (Staff)/ Director (SEA) / Director (Civil), DoT HQ
9. Director (IT), DoT for posting this circular on the web-site of DoT
10. Dy. Secretary (Admin-I)/ (Admin-II)/ (Admin-III) & (Admin-IV), DoT
11. PAO, and all the concerned Sections, DoT, New Delhi
12. SO (Pay Bill), DoT, HQ, Sanchar Bhawan



F. No. 3-25/2020-E.IIIA  
Government of India  
Ministry of Finance  
Department of Expenditure

Dated the 9th December, 2020

Office Memorandum

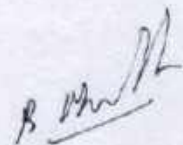
**Subject: Regulation of Remuneration in case of Contract Appointment of Retired Central Government Employees.**

The undersigned is directed to say that Ministries/Departments appoint retired Central Government employees on contract basis, including as Consultants on contract basis. However, at present there are no uniform guidelines for regulation of remuneration in such cases.

2. The existing instructions of Department of Personnel and Training, as contained in their Central Civil Services (Fixation of Pay of Re-employed Pensioners) Orders, 1986, as amended from time to time, provide for regulation of pay in case of re-employment. However, the instructions of Department of Personnel & Training as contained in their OM No. 26012/6/2002- Estt (A) dated 9.12.2002 provides that re-employment beyond the age of superannuation of 60 years shall not be permissible. Also, as per their OM No. 3(3)/2016-Estt (Pay II) dated 1.5.2017, the pay plus gross pension on re-employment is not to exceed Rs.2,25,000/-, i.e. Pay Level 17 as applicable to an officer of the level of Secretary to the Government of India.

3. Aforementioned instructions of Department of Personnel & Training on pay fixation in case of re-employment apply only to persons appointed on re-employment. These are not applicable to persons employed on contract basis except where the contract provides otherwise. Accordingly, in cases of appointment of retired Central Government employees on contract basis after the age of superannuation at 60 years, the instructions on pay fixation on re-employment will not directly apply.

4. Department of Personnel & Training has also informed that they are in the process of drafting a Note for Committee of Secretaries (CoS) regarding guidelines for engagement of retired Government servants as Consultant in Government Ministries and Department. In view of this, till Department of Personnel and Training finalizes their guidelines, there is a need to regulate remuneration in such cases of contract appointment of retired Central Government employees on a uniform basis. The matter has, therefore, been considered and it has been decided that regulation of remuneration in case of appointment of retired Central Government employees on contract basis, including as consultants, shall be regulated as provided hereinafter.





5. At the outset, such appointments shall not be made as a matter of practice and must be kept at a bare minimum. Such appointments may be made only in the justified exigencies of the official work where public interest is served by appointment of the retired employee. While making such appointments, adequate functional necessity with clear grounds must be placed before the appointing authority.

6. **Remuneration**

6.1 A fixed monthly amount shall be admissible, arrived at by deducting the basic pension from the pay drawn at the time of retirement. The amount of remuneration so fixed shall remain unchanged for the term of the contract. There will be no annual increment / percentage increase during the contract period.

**Example**

An employee retired in the Pay Level 13 and the pay at the time of retirement was Rs. 1,55,900. Thus, the basic pension will be Rs. 77,950. If the employee is appointed on contract basis, including as Consultant, the remuneration shall be fixed at Rs.77,950 (1,55,900-77950).

6.2 The basic pension to be deducted from the last pay drawn shall be the pension as fixed at the time of retirement and as such, if the employee has availed of the commuted value of pension, the commuted portion of pension shall also be included in the portion of pension to be deducted. Thus, in the above example, if 40% of pension was commuted, the commuted portion shall be Rs. 31,180 (40% of 77,950) and the pension actually drawn shall be Rs. 46,770. However, the amount of pension to be deducted from the last salary shall be Rs 77,950.

6.3 No Increment and Dearness Allowance shall be allowed during the term of the contract.

7. **Allowances**

7.1 **House Rent Allowances**

No HRA shall be admissible.

7.2 **Transport Allowance**

An appropriate and fixed amount as Transport Allowance for the purpose of commuting between the residence and the place of work shall be allowed not exceeding the rate applicable to the appointee at the time of retirement. The amount so fixed shall remain unchanged during the term of appointment. However, retired employees engaged as consultants may be allowed TA/DA on official tour, if any, as per their entitlement at the time of retirement.

*R. M. Sh*



7.3 Leave of absence

Paid leave of absence may be allowed at the rate of 1.5 days for each completed month of service. Accumulation of leave beyond a calendar year may not be allowed.

8. Term of Appointment

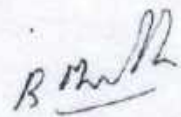
8.1 The term of appointment shall ordinarily be for an initial period not exceeding one year which is extendable by another one year. Beyond two years after the age of superannuation where adequate justification exists, the term may be extended based on a review of the task and the performance of the contract appointee, provided it shall not be extended beyond 5 years after superannuation.

8.2 The consultant shall sign an agreement of confidentiality with the Government of India containing a clause on Ethics and Integrity.

9. Exemptions

The terms of appointment provided for in these orders shall not apply to cases and to the extent where the Appointments Committee of Cabinet has allowed special terms OR where special provisions have been allowed with the approval of the Department of Personnel & Training OR Department of Expenditure.

10. These orders shall apply to appointments made in the Central Government and shall be effective from the date of issue of the orders, until further orders or until instructions are issued by DoPT regulating remuneration of retired Government employees on their engagement as consultants. The past cases shall not be reopened in the light of these orders until the normal term of those past cases. Any relaxation of the above will be required to be referred to Department of Expenditure.



(B.K.Manthan)  
Deputy Secretary

To,

All the Ministries and Departments of the Government of India as per the standard list.



No.3-10/2014-SEA-I/Fin.  
Government of India  
Ministry of Communications  
Department of Telecommunications  
(Integrated Finance Division)

New Delhi, dated 23<sup>rd</sup> March, 2022

**Subject:** Engagement of retired PSU's employees on contract basis in DoT--  
Fixation of remuneration thereof.

Reference is invited to this division letter of even number dated 22.12.2021 on the subject matter. The matter of fixation of remuneration in respect of PSU's retirees engaged on contract basis in DoT has been consulted with Ministry of Finance, Department of Expenditure who have now provided the following clarification -

- (a) To arrive at the remuneration, concerned division office may ascertain equivalent level of post in the Central Government at which the retired PSU employee is proposed to be appointed on contract basis. Then the notional pay of such post in Central Government may be arrived at by taking the mean of Cell-1 and Cell-10 of the corresponding Pay level of such post. The sum so arrived may be treated as last basic pay and 50% of such basic pay may be allowed as remuneration. The other terms & conditions and allowances shall be decided as per DoE's instructions vide OM No. 3-25/2020-E.IIIA dated 09.12.2020.
  - (b) No increment and Dearness Allowance (DA) shall be allowed during the term of the contract. Transport Allowance and leave may be in accordance with DoE OM No. 3-25/2020-E.IIIA dated 09.12.2020.
2. The concerned head of office shall be responsible for ascertaining equivalent level of post in the Central Government at which the retired PSU employee is proposed to be appointed on contract basis.
3. It is clarified that these guidelines shall be applicable only for fixing remuneration of PSU retirees (Direct Recruits, Combined service optees and Pro-rata retirees) and not for Central Government retirees. The engagement of retired Central Govt. employees in the department will continue to be done as per provisions contained in the DoE order No. 3-25/2020-E.IIIA dated 09.12.2020. Further, these instructions shall also not be applicable to BSNL/MTNL VRS 2019 retirees.

Dir (Estt) B/HY  
ADG (ExC)  
RND  
30/3/2022

*[Signature]*



4. These instructions are issued with concurrence of Member (F) and approval of Secretary (T) and take immediate effect.

  
29/3/22  
**(Amanullah Tak)**  
Director (Finance)  
Tel: 011-23036037

To,

1. All Sr.DDsG/DDsG/JWA in DoT HQ.
2. DDG (E&AM) for CGCA & all CCAs.
3. DDG (Estt.) for DG (T) & all LSAs.
4. Heads of TEC, NICF, NTIPRIT

Copy to:

1. Sr.PPS to Secretary (Telecom)
2. Sr.PPS to Member (F)/Member (T)/ Member (S)
3. PPS to AS (T)/Advisor (F)/ WA/ Administrator USOF
4. PS to DDG (F), DDG (C&A), DoT HQ
5. Spare copy for publishing on DoT's office notice board.

  
24/3/22  
**(Amanullah Tak)**  
Director (Finance)  
Tel: 011-23036037