

No.A.12026/5/2013-Admn.I
Government of India
Ministry of Agriculture & Farmers Welfare
Department of Animal Husbandry, Dairying & Fisheries

Krishi Bhawan, New Delhi,
Dated the 6th July, 2017

CIRCULAR

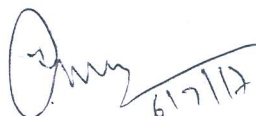
Subject:- Engagement of Consultants on contract basis in the Department of Animal Husbandry, Dairying & Fisheries, Ministry of Agriculture – Inviting applications from eligible officers thereof –

It is proposed to prepare a panel of retired Government servants to work as full time Consultants with the following terms and conditions:

- (i) Must have retired from Central Government service equivalent and upto level of Assistant/SO/US/DS;
- (ii) The consultants proposed for engagement should be well acquainted with the functioning of Central Government Ministries/Departments and should have the experience of establishment matters and issues related to reservations in Govt. Services, maintenance of reservation rosters and will be responsible, inter alia, for functioning of SC/ST/OBCs/PHDs Cell;
- (iii) The work profile and responsibility would be equivalent to that of an ASO/SO/US/DS/Director in Central Government.

2. The engagement of Consultants shall be subject to the following conditions:

- (i) The engagement shall be initially for a period of one year or until further orders whichever is earlier.
- (ii) The number of consultants can be reduced depending upon the need;
- (iii) The applicants should possess working knowledge in computer and having an inclination to work without the assistance of the supporting staff.
- (iv) Working hours shall normally be from 9.00 A.M. to 5.30 P.M. during working days including half an hour lunch break in between. However, in exigencies of work, he/she may be required to sit late and he may be called on Saturday/Sunday and other Gazetted holidays. For this, no extra honorarium shall be paid.
- (v) The engagement may be terminated at any time by the Government without assigning any reason by giving a notice of fifteen days.
- (vi) The consolidated consultancy fee would be Rs.30,000/- for officers retired from the post of Assistant Section Officer, R.35,000/- who retired as Section Officer, Rs.40,000/- in respect of officers retired at US level and Rs.45000/- in respect of officers retired at DS/Director level. No other allowance like Transport Allowance, HRA, shall be paid to consultants.
- (vii) The Consultants will have to register their timings of arrival and departure with the bio-metric system.
- (viii) Consultants shall be eligible for 08 days leave during the period of one year to be availed proportionately i.e. 2 for each quarter. However, un-availed leave cannot be carried forward to subsequent quarter.


6/7/17

...2/-

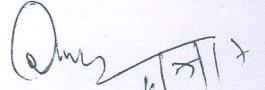
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(ix) Applications of only such applicants can be entertained where the gap from the date of retirement is not exceeding 12 months.

3. The persons who fulfill the eligibility criteria and are willing to offer their services as Consultant may submit their applications in the prescribed proforma as in Annexure – I latest by 21.07.2017 to the Under Secretary (A.I), Room No.436-A, 4th Floor, Department of Animal Husbandry, Dairying & Fisheries, Krishi Bhawan, New Delhi.

4. All Ministries/Departments are requested to give this circular a wide publicity and circulate it among their retired ASOs/SOs/Under Secretaries/Deputy Secretaries/Directors..



(Lalit Grover)

Under Secretary to the Government of India
Telefax : 23383340

Encl: Proforma for application

To

All Ministries and Departments

Copy to:-

1. The Under Secretary (CS-I), Department of Personnel & Training, 2nd Floor, Lok Nayak Bhawan, Khan Market, New Delhi, with the request to upload the circular on their website.
2. MIC, DAHDF, Krishi Bhawan, New Delhi, with the request to upload the circular on the official website of the Department.

PROFORMA

Recent Passport
size photograph
to be pasted
here

Engagement as consultant in Department of Animal Husbandry
Dairying & Fisheries, Krishi Bhawan, New Delhi.

1.	Name	:					
2.	Date of Birth	:					
3.	Contact Number (Mobile)	:					
4.	Address for communication	:					
5.	Date of Joining Government service	:					
6.	Date of retirement	:					
7.	Name of the post and Ministry/ Department at retirement	:					
8.	Last Pay Drawn (Pay Band & Grade Pay)	:					
9.	Educational qualification	:					
10.	Detail of knowledge in computer	:					
11.	Brief particulars of experience in the grade of Assistant and above	:	<table border="1"> <thead> <tr> <th><u>Ministry/Department</u></th> <th><u>Subject handled</u></th> </tr> </thead> <tbody> <tr> <td></td> <td></td> </tr> </tbody> </table>	<u>Ministry/Department</u>	<u>Subject handled</u>		
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I hereby declare that the particulars furnished above are true and correct to the best of my knowledge and belief. I further declare that I was clear from vigilance angle at the time of my retirement.

(Signature of the Applicant)