

F. No. HR-LSA/ADMIN/2022/ConsultantHiring  
**Government of India**  
**Ministry of Communication**  
**Department of Telecommunication**  
**O/o Additional Director General Telecom, Haryana LSA**  
**3<sup>rd</sup> Floor, BSNL I.T.P.C. Building, Sector-20, Panchkula-134117**

Dated 23-04-2024

**NOTIFICATION**

**Subject: Engagement of consultants at the level of Assistant Director (AD) and Junior Telecom Officer (JTO) on temporary contract basis in Haryana LSA, Department of Telecommunications (DoT)- Reg.**

O/o Addl. Director General (Telecom), Haryana LSA, Department of Telecommunications (DoT), Ministry of Communications seeks to engage following consultants at Haryana LSA on purely temporary and contract for a period of six months or till regular manpower is posted, whichever is earlier:

- a) Assistant Director- 1 Nos.
- b) Junior Telecom Officer- 3 Nos.

2. Applications are invited from retired Government servants/retired officers/officials of PSUs or Research Organizations or retired person from BSNL/MTNL under VRS-2019 having age less than 64 years with adequate knowledge of working on computer and preferably having knowledge of DoT field unit works/Telecom works. The consultants will be engaged on a short-term contract basis initially for a period of six months. Based on his/her performance and requirement of this office, the contract can be further extended till regular manpower is available or upto a maximum of 6 terms of 6 months each or upto 65 years of age whichever is earlier.

3. No. of vacancies are tentative and may decrease or increase as per requirement. The Consultants will be posted either at Panchkula location or Ambala location as per need basis

4. The Nature of duties/works and other terms and conditions are mentioned at

**Annexure A.**

5. Application form for the post of consultant on contract basis is at **Annexure-B** and declaration to be signed by applicant in **Annexure-C**.

6. The last date for submission of the application is **22.05.2024**. Applications received after the due date will not be considered.

7. Addl. Director General (Telecom), HR LSA reserves the right to accept or reject in part or in full any or all the responses without assigning reasons whatsoever.

**Encl: As Above.**

Signed by  
(Harish Kumar Jeengar)  
Harish Kumar Jeengar  
ADET (Admin & HR)  
Date: 23-04-2024 17:25:00

Copy to: *for information through email only*

1. Director General Telecom, DGT HQ
2. Addl. DGT, DGT-HQ, New Delhi
3. DDG (Estt), DoT HQ, New Delhi
4. Director (IT), DoT HQ, New Delhi with a request to publish the notification DoT Website under 'Vacancies'
5. GM (Pers), BSNL Corporate office, Janpath, New Delhi
6. CGMT, BSNL Haryana Circle/ Punjab Circle
7. CCA Haryana
8. Notice Boards
9. Office Copy

1. Nature of Duties for Consultants at AD/JTO level:

LSA may assign any work as issued by DoT/DGTHQ from time to time. However, following duties/works in general may be assigned in any of the respective verticals of Haryana LSA:

- i. **Service Compliance-** CAF Audit, EMR Audit, Service Testing, Roll out obligation, etc.
- ii. **Technology-** Secured dedicated communication network, Time Synchronization of Telecom Networks, Disaster Technology Management, Interconnect Exchange, Inspections of Licensee Network, Advocacy & Public Awareness, ISP Licenses, PM WANI, MTCTE etc.
- iii. **Security-** Curbing illegal activities/Control over clandestine/illegal operation of telecom networks, Analysis of CDR/SDR and other security activities assigned from time to time.
- iv. **Rural-** Rural connectivity for DBT, verification of USO sites, RF coverage testing/telecom connectivity checking, BRI, National Broadband Mission etc.
- v. **Administration & HR-** Admin, PG, Building, Vigilance, Court cases & Misc. Admin activities, Establishment, Accounts, and Finance & DDO functions etc.

2. **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 consultant may have to reach the 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 required late sitting or coming on holidays.

3. **Period of Engagement:-**

The initial contract would be for a period of six months extendable further up to a maximum of 6 (six) terms of 6 (six) months each or up to 65 years of age whichever is earlier depending on his/her performance or till regular officials are available.

#### 4. Eligibility:

i. For Consultant in AD Level: Retired from Central/State Govt./Central or State PSUs/Research organization with minimum substantive grade of **level 8** of the 7<sup>th</sup> CPC in CDA Scale or equivalent IDA Scale or holding analogous post or above. Knowledge of working on Computer is a must. Preference will be given to applicants from DoT/BSNL/MTNL background.

ii. For consultant in JTO level: Retired from Central/State Govt./Central or State PSUs/Research organization with minimum substantive grade of **level 7** of the 7<sup>th</sup> CPC in CDA Scale or equivalent IDA Scale or holding analogous post or above. Knowledge of working on Computer is a must. Preference will be given to applicants from DoT/BSNL/MTNL background.

#### 5. Remuneration per month:

The remuneration and allowances payable will be as per Department of Expenditure, Ministry of Finance OM No. 03-25/2020-E-III A dated 09.12.2020 endorsed by DoT letter No. 1- 3(01)/2021-PAT dated 08-02-2021 (**Copy at Annexure-D**) and that of the retired PSU employees will be in accordance with DoT HQ Letter No. 3-10/2014-SEA-1/Fin. Dated 29-03-2022 (**copy at Annexure-E**) and OM No. 9-08/2019-20/Fin(Pt) dated 16.06.2023 (**Copy at Annexure-F**) and subsequent amendments/orders issued by DoT HQ in this regard from time to time. The income tax or any other tax liable to be deducted as per the prevailing rules will be deducted at source.

5.1. The payment will be made on monthly basis.

5.2 The amount of remuneration so fixed shall remain unchanged for the terms of the contract. There will be no annual increment/ percentage increase during the contract period.

5.3. No increment and Dearness Allowance shall be allowed during the term of the contract.

5.4. No HRA or any other allowance such as LTC, CEA, medical, newspaper, call charges, mobile/briefcase reimbursement etc. shall be admissible.

5.5. 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 entitlement at the time of retirement.

5.6. Paid leave of the absence may be allowed at the rate 1.5 days for each completed month of service. Accumulation of leave beyond a calendar year may not be allowed. No remuneration for the period of absence in excess of the admissible leave will be paid to consultants. Also, un-availed leave shall neither be carried forward to the next year nor encashed.

**6. Age Limit:**

Candidate should not be more than 64 years of age on the last date of application.

**7. Confidentiality of data and documents:**

The data collected/produced as well as deliverable produced for the O/o Additional Director General Telecom, Haryana LSA, Panchkula 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 Additional Director General Telecom, Haryana LSA, Panchkula, without the expressed written consent of this office. The consultants are bound to hand over the entire set of records of assignment to this office before the expiry.

**8. Accident, injury etc, during the period of engagement: -**

O/o Addl. DGT, Haryana LSA shall not be responsible for any loss, accident, damage, injury suffered by the contractual employees whatsoever arising in or out of the execution of his/her work including travel.

**9. Allowances:-**

Consultants shall not be entitled to any kind of allowance or accommodation facility e.g. Dearness allowance, Transport facility, Residential Accommodation, Personal staff, CGHS and Medical reimbursement etc.

**10. TA/DA :-**

No TA/DA shall be admissible for joining the assignment or on its completion. A fixed amount of 1800/- will be paid as Transport allowance for the purpose of commuting between the residence and the place of work. This shall not exceed the rate applicable to the engaged official at the time of retirement. The amount so fixed shall remain unchanged during the term of engagement. No Dearness Allowance shall be admissible on the Transportation Allowance. The retired official on his/her engagement as consultant may be allowed TA/DA for performing outstation duties as per his/her entitlement as per prevailing rules for consultants.

**11. Leave:-**

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. No remuneration for the period of absence in excess of the admissible leave will be paid to consultants. Also, un-availed leave shall neither be carried forward to the next year nor encashed.

**12. 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 interest of the Department of Telecom nor will he indulge in any activity outside the terms of the contractual assignment.

**13. Closing date for submission of applications:**

**Up to 17:00 Hrs. of 22.05.2024.**

**14. Selection Procedure: -**

A Selection panel shall be constituted for this purpose and it will be valid for a period of 6 months. The panel may hold a personal interaction/Interview with the candidates shortlisted by the panel. The decision of the department in the matter of selection of consultant shall be final and binding. No. of vacancies are tentative and may decrease or increase as per requirement. The Consultants will be posted either at Panchkula location or Ambala location as per need basis.

**15. How to apply:**

Interested and eligible candidates may submit their application in the enclosed format named as **Annexure-B** in hard copy by post or scanned copy by email to adga.hr-dgt-dot@gov.in. Applications should reach this office within the due date i.e., **upto 17:00 Hrs of 22.05.2024**. Application received after due date will not be considered.

**16. Special condition:**

The consultant may have to perform outdoor duties in all over Haryana LSA jurisdiction. Those who are not able to perform outdoor duties need not to apply. The extant terms and condition issued from time to time by the Central Government for engaging the retired personnel shall also be applicable.

**17. Application to be forwarded to: -**

Sh. Harish Kumar,  
ADET (Admin & HR),  
O/o Addl. Director General (Telecom), Haryana LSA  
Department of Telecommunications,  
3<sup>rd</sup> Floor, BSNL I.T.P.C. Building, Sector-20, Panchkula-134117

**18. Termination of contract:**

The contract may be terminated by either of the party with prior notice of 30 days.

The above said engagement is purely on temporary and contractual 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.



APPLICATION FORMAT FOR THE POST OF CONSULTANT AD/JTO

1. Post applied for.....

2. Name:

3. Father's name:

4. Present Residential Address:

5. Aadhaar Number (Last six Digits as format xxxxxx12345):

6. Date of Birth (DD/MM/YYYY):

7. E-mail address with telephone/Mobile number:

8. Date of entry into Government Service:

9. Date of retirement:

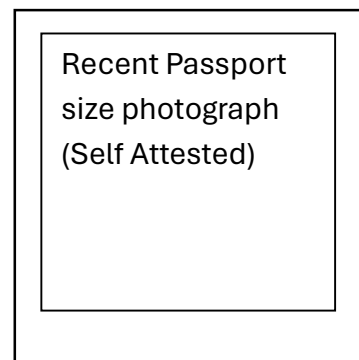
10. Whether retired from central Govt/PSU/VRS-2019(Pls specify):

11. Last Month Basic pay drawn (on superannuation/ VRS):

12. Basic Pension Drawn as:

13. Basic pension Drawn in CDA/IDA:

14. Educational Qualification:



15. Brief particulars of service with nature of duties performed for 10 years before retirement (additional page may be attached if required).

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

16. Brief particulars of service with nature of duties performed for after retirement till date, if any (optional).

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

17. Knowledge of Computer

MS Word	
MS Excel	
MS Power point presentation	
Any other (Please specify)	

18. Choice of location (Please tick anyone)

Location	Tick here
Ambala	
Panchkula	
Any of the above	

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

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

20. The following documents must be attached with the application:

- i) LPC of last month of service (On superannuation/VRS)
- ii) Latest three months pension amount (Bank/Postal statement of Pension/ Saving account)
- iii) Copy of PPO

### DECLARATION

This is to certify that no disciplinary proceedings were pending against me on the date of application and the information given above is true to the best of my knowledge and belief. The supporting documents would be made available on demand and that unequivocally and unconditionally accept all the terms & conditions of this notification.

Yours faithfully

Signature

Full Name:

Date:

Place:

DECLARATION

I, \_\_\_\_\_ hereby declare that my engagement as Consultant in Haryana LSA, Department of Telecommunications is purely on short term contract basis.

II. I shall not have any right to claim for seniority or regular service in the Government/LSA on the basis of the service rendered by me as a Consultant in Haryana LSA.

III. I am not entitled for any other entitlement in the Department of Telecommunications or Haryana LSA except consolidated lump sum payment admissible as per rule and therefore will not resort to any claim for the same.

Signature of the applicant

Place:

Date

File No.1-3(01)/2021-PAT

Annexure-D

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

Sanchar Bhawan, 20, Ashoka Road  
 New Delhi -110001

Dated: 08/02/2021

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.IIIA dated 09.12.2020 on the subject cited above for information and necessary action.

Encl: As above

*(S C Karol)*  
 08/02/2021

(S C Karol)

Director (Estt.)

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/ TCIL/ 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

*Sanchar Bhawan*

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

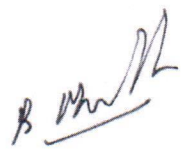
Dated the 9th December, 2020

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.



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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.

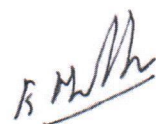
## 7. Allowances

### 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.



- 3 -

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**

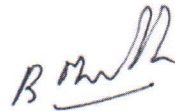
8.1 The term of appointment shall ordinarily be for an initial period not exceeding one year which is extendable by another one year. Beyond two years after the age of superannuation where adequate justification exists, the term may be extended based on a review of the task and the performance of the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

Page 4 of 4



6/c

Annexure - E

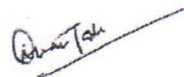
No.3-10/2014-SEA-I/Fin.  
Government of India  
Ministry of Communications  
Department of Telecommunications  
(Integrated Finance Division)

New Delhi, dated 28 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 PSUs 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.



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

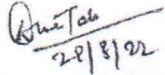
  
29/3/22  
**(Amanullah Tak)**  
Director (Finance)  
Tel: 011-23036037

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 eoffice notice board.

  
28/3/22  
**(Amanullah Tak)**  
Director (Finance)  
Tel: 011-23036037

**No. 9-08/2019-20/Fin(Pt)**  
**Government of India**  
**Ministry of Communications**  
**Department of Telecommunications**  
**(Integrated Finance Division)**

New Delhi, dated 16 th June, 2023

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

Reference is invited to DoT OM No.03-10/2014-SEA-I/Fin. dated 29.03.2022, wherein instructions were issued on the aforementioned subject.

In the light of DoT OM No. 19-1/2019(Part)-SU-1 dated 12.05.2023 issued by SU division of DoT, para 3 of ibid IFD OM dated 29.03.2022 is hereby amended and may now be read as under -

"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."

2. Accordingly, remuneration of PSU retirees engaged on contractual basis in the Department (including BSNL/MTNL VRS 2019 retirees) may be fixed in light of methodology, terms & conditions issued vide DoT OM No.03-10/2014-SEA-I/Fin. dated 29.03.2022, as amended by this OM.

This issues with the approval of Member (Finance), DCC and is applicable with immediate effect.

Signed by

Amanullah Tak

Date: 16-06-2023 10:10:10

(Amanullah Tak)

Director (Finance)

Tel: 011-23036037

To,

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

Copy to:

1. PSO 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(PM) , DDG (C&A), DoT HQ