

भारत सरकार  
संचार मंत्रालय  
दूरसंचारविभाग  
महाराष्ट्र लाइसेंस प्राप्त सेवा क्षेत्र, पुणे



Government of India  
Ministry of Communications

Department of Telecommunications  
Maharashtra Licensed service Area, Pune

No. DoT/Pune/Admin-100/consultant/2024-25

Date:08.04.2024

### **NOTIFICATION**

**Subject:** Engagement of consultant at the level of AD(Assistant Director) on temporary contract basis at Nagpur units of Maharashtra LSA - reg.

O/o Special Director General (Telecom), Maharashtra LSA, Department of Telecommunications (DoT), Ministry of Communications seeks to engage following consultant at Nagpur unit on purely temporary and contract basis:

S.No.	Level	No. of post	Office Location
I	Assistant Director (level 8 of the 7th CPC)	1	O/o DDG(C), DoT, 2 <sup>nd</sup> Floor, Khamla Telephone Exchange Building, Khamla, Nagpur-440025

- 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 62 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 up to a maximum of 6 terms of 6 months each or up to 62 years of age whichever is earlier.
- The Nature of duties/works and other terms and conditions are mentioned at Annexure A.
- Application form for the post of consultant on contract basis is at Annexure B and declaration to be signed by applicant in Annexure-C.
- The last date for receiving of the application is **29.04.2024 (1700 hrs)**. Applications received after the due date will not be considered.
- Special Director General (Telecom) MH LSA reserves the right to accept or reject in part or in full any or all the responses without assigning reasons whatsoever.

This is issued with the approval of Special Director General (Telecom) MH LSA, Pune.

Signed by Avinash Khatri

Date: 08-04-2024 16:34:24

ADG (Admin)

MH LSA, Pune-411001

Contact No. 020-26134242,214

Email: adga2.mh-dgt-dot@gov.in

Copy to: for information through email only

- DDG(A&HR), DGT-HQ, New Delhi
- CCA, Maharashtra & Goa, Mumbai
- Director (IT), DoT HQ, New Delhi with a request to publish the notification DoT Website under 'Vacancies'

O/o Special DGT, Maharashtra LSA, Pune  
Department of Telecommunications, Government of India  
CTO Compound, Behind GPO, Church Road, Camp, Pune-411001, Maharashtra  
Phone: 91-20-26134242,214, Email: advisor.mh-dgt-dot@gov.in

## **Annexure-A**

### **1. Nature of Duties for Consultants:**

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

- i. Service Compliance- CAF Audit, EMR Audit, Service Testing, Roll out obligation, etc.
- ii. Rural connectivity for DBT, verification of USO sites, RF coverage testing/ telecom connectivity checking, BRI, National Broadband Mission etc.
- iii. Administration & HR- Admin, PG, Building, Vigilance, Court cases & Misc. Admin activities, Establishment, Accounts, and Finance & DDO functions etc.

### **2. 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 62 years of age whichever is earlier depending on his/her performance or till regular officials are available or requirement of this office.

### **3. Eligibility:**

- i. Retired from Central/State Govt./Central or State PSUs/Research organization with minimum substantive grade of level 8 of the 7th CPC in CDA Scale or equivalent IDA Scale or holding analogous post or above.
- ii. The applicant must be proficient in working with Computers and must have hands-on experience in working with MS Office/Internet etc.
- iii. Preference will be given to applicants from DoT/BSNL/MTNL background.

### **4. Remuneration per month:**

- i. 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 subsequent amendments/orders issued by DoT HQ in this regard from time to time. Taxes as per prevailing rules shall be deducted before affecting any payment.
- ii. 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.
- iii. No increment and Dearness Allowance shall be allowed during the term of the contract.

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

### **5. Age Limit:**

Candidate should not be more than 62 years of age on the last date of application.

### **6. Confidentiality of data and documents:**

The data collected/produced as well as deliverables produced for the O/o Maharashtra LSA shall remain with the 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 Maharashtra 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.

### **7. Conflict of Interest:**

The consultant engaged shall in no case represent or give opinion or advice to other in any matter which is averse to the interest of the Department.

### **8. Closing date for receiving of applications:**

**Up to 17:00 Hrs. of 29.04.2024.**

### **9. Selection Procedure: -**

A Selection panel shall be constituted for this purpose. The panel may hold a personal interaction/Interview with the candidates shortlisted based on scrutiny of applications / supporting documents. The decision of the department in the matter of selection of consultant shall be final and binding.

**10. How to apply:**

Interested and eligible candidates may submit their application in the enclosed format named as **Annexure-B** in hard copy by post to the following address or scanned copy by email to [ada.mh-dgt-dot@gov.in](mailto:ada.mh-dgt-dot@gov.in) or [adga2.mh-dgt-dot@gov.in](mailto:adga2.mh-dgt-dot@gov.in).

*ADG(Admin), O/o Special DGT, MH LSA, Department of Telecommunications, CTO Compound, Church Road, Behind GPO, Camp, Pune, Maharashtra-411 001*

Applications should reach this office within the due date i.e., up to **17:00 Hrs of 29.04.2024**. Application received after due date will not be considered.

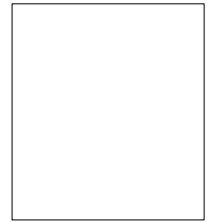
**11. Termination of contract:**

The contract may be terminated by either of the party with prior notice of 30 days even before expiry of contract period. The above said engagement is purely on temporary and contract basis.

The selected candidates will be governed by the provision of the guidelines for the engagement of consultant in DoT as amended from time to time.

**Annexure-B****APPLICATION FORMAT FOR THE POST OF CONSULTANT(AD)**

- 1) Name of the applicant
- 2) Father's Name
- 3) Present Residential Address:
- 4) Aadhaar No.
- 5) Date of Birth (DD/MM/YYYY)
- 6) E-mail & Mob. No. of the Applicant
- 7) Date of Entry into Govt. Services
- 8) Date of Retirement
- 9) Whether retired from central Govt/PSU/VRS-2019(Pls specify):
- 10) Last Month Basic pay drawn (on superannuation/ VRS):
- 11) Educational Qualification
- 12) Knowledge of Computer/proficiency level:  
Pls specify(No knowledge/Fundamental/Intermediate/Advance)
  - a) MSWord
  - b) MS Excel
  - c) Power Point Presentation
  - d) Any other (Please specify)



13) Brief of service with nature of duties performed in last ten years before retirement (additional page may be attached if required):

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

14) The following documents must be attached with the application:

- a. LPC of last month of service (On superannuation/VRS)
- b. Copy \_\_\_\_\_ of \_\_\_\_\_ PPO

15) Whether any minor penalty/major penalty was imposed during last ten years of service, if so the details thereof

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

#### **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 Circular No. DoT/Pune/Admin-100/consultant/2024-25 dated 08.04.2024.

Yours faithfully,

Date:

Place:

(Signature)

Full Name:

Mobile No:

**Annexure-C**

- A) I, \_\_\_\_\_ hereby declare that my engagement as Consultant in Maharashtra LSA, Department of Telecommunications, Nagpur is purely on short term contract basis.
- B) 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 MH LSA.
- C) I am not entitled for any other entitlement in the Department of Telecommunications or MH 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





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.



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. 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

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.

*Amrinder*

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

*Amanullah Tak*  
28/8/22  
**(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.

*Amanullah Tak*  
28/8/22  
**(Amanullah Tak)**  
Director (Finance)  
Tel: 011-23036037

DDG(A)

24/12/2021

545303

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

New Delhi, dated 22<sup>nd</sup> December, 2021

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

With regard to the above subject, reference is invited to the Govt. of India, Ministry of Finance, Department of Expenditure OM No. 3-25/2020-E.IIIA dated 09.12.2020 (Annexure-I) wherein guidelines for regulation of remuneration in case of Contract appointment of retired Central Government Employees were issued. In DoE guideline, term of engagement has been narrated in detail including remuneration of retired Central Govt. employees as per para 6 of the OM dated 09.12.2020. The said OM is applicable for contractual engagement of retired Central Govt. employees.

2. Previous to this DoE guideline, the policies on aforesaid subject were issued by DoT vide its OM No.03-10/2014-SEA-I/Fin dated 28.10.2015 (Annexure-II), subsequent OM No. 03-11/2016/SEA-I(Pt.I)/Fin, dated 28.12.2017 (Annexure-III) and addendum of even number dated 15.02.2018 (Annexure-IV). Aforesaid DOT policies provided for engagement of retired officers from PSUs/BSNL/MTNL and central Govt. Retirees. However, the DoE OM dated 09.12.2020 has not clearly mentioned about its applicability on retired PSU's employees.

3. In this regard, I am directed to convey approval of competent authority for following modifications in the existing DoT's guidelines **with immediate effect**, till further orders:

a. Remuneration of PSUs/BSNL/MTNL etc. will be worked out as under:-

**(i) In the case of retired officers from PSUs viz. BSNL/MTNL etc.:**

*The remuneration of such PSUs employees engaged as consultant may be fixed by multiplying both the notional basic pay as per 6<sup>th</sup> CPC and basic pension as per 6<sup>th</sup> CPC of PSU retirees by factor 2.57 and their difference will be payable.*

**(ii) In the case of those who retired from Government Service by tendering technical resignation to join PSU/BSNL/MTNL and drawing pro-rata pension:**

*From the date of retirement due benefits of increments as well as promotions, if any, on the pay drawn before retirement from Central Government service may be given at appropriate stage under 6<sup>th</sup> CPC till the date of his retirement on superannuation from PSU/BSNL/MTNL. The pay so arrived may be treated as last pay as per 6<sup>th</sup> CPC. Half of the last pay so arrived may be treated as pension and remaining half may be allowed as remuneration as per 6<sup>th</sup> CPC. Thereafter, formula stated in sl.(a)(i) above may be applied for basic remuneration under 7<sup>th</sup> CPC.*


No increment and Dearness Allowance (DA) shall be allowed during the term of the contract. As far as TA admissible is considered, TA at the time of retirement in the equivalent 7<sup>th</sup> CPC pay level may be admissible as per guidelines issued by DoE.

29/12

ADG/AEW

M. eisenlate  
29/12

- b. 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.
- c. 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 be not extended beyond 5 years after superannuation.
- d. The other terms & conditions as mentioned in DoE OM 3-25/2020-E.IIIA dated 09.12.2020, shall also be applicable.
- e. It is to mention that these above guidelines are applicable for *PSU retirees (Combined service optees and Pro-rata retirees)* only, excluding *BSNL/MTNL VRS 2019 retirees*.

  
(Anita Verma)  
ADG (Finance)  
Tel: 011-23036058

**To,**

1. All Sr.DDsG/DDsG/JWA in DoT HQ.
2. DDG (E&AM) for CGCA & all CCAs.
3. DG (T) for all LSAs.
4. Heads of NICF, NTIPRIT, TEC.
5. Dy.Administrator USOF DoT with reference to letter No. 30-3/2019-USOF/consultant/ New (Pt.IV) dated 12.05.2021.

**Copy to:**

1. Sr.PPS to Secretary (Telecom)
2. Sr.PPS to Member (F)/Member (T)/ Member (S)/SS (T)/WA
3. PPS to Advisor (F)
4. PS to DDG (F)