

F.No.21/07/2019-CS-I(P)
Ministry of Personnel, Public Grievances Pension
Department of Personnel & Training
(C.S.I Division)

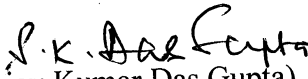
2nd Floor, 'A' wing,
Lok Nayak Bhawan,
Khan Market, New Delhi
Dated 9th August, 2019

OFFICE MEMORANDUM

**Subject:- Engagement of Consultants in the Department of Health and Family
Welfare on contract basis.**

The undersigned is directed to circulate herewith Circular No.Z-28015/22/2019-E-II dated 7th August, 2017 (along-with enclosures) received from Ministry of Health & Family Welfare for engagement as Consultant on contract basis.

2. In case of any further clarification, applicants are requested to contact the concerned Ministries/Departments.


(Sanjay Kumar Das Gupta)

Under Secretary to the Government of India
Tele:- 24629412

To,

All Ministries/Departments (through DOPT's website)

Subject: **Fwd: Engagement of Consultant in DoHFW - UPLOAD of CIRCULAR - regarding**

Date: 08/08/19 03:24 PM

From: US CS-I DOPT <uscs1-dopt@nic.in>

To: Krishnandan Kumar <krishnandan.k@gov.in>

English Application.pdf (658kB)

Hindi Application.pdf (670kB)

----- Original Message -----

From: **Ujwal Chauhan** <ujwal.chauhan90@gov.in>

Date: Aug 8, 2019 10:22:21 AM

Subject: Engagement of Consultant in DoHFW - UPLOAD of CIRCULAR - regarding

To: George Deepak Toppo <gd.toppo@nic.in>, uscs1-dopt@nic.in

Cc: Amit Kumar <amit.kumar82@nic.in>, sourabh.kumar@nic.in, anilkumar gupta <anilk.gupta@nic.in>

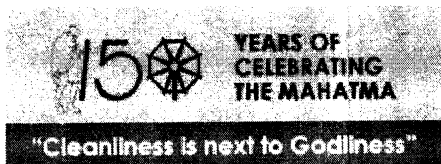
Please find attached scanned copy of Circular (in both English & Hindi Language) dated 7th August, 2019 regarding Engagement of Consultant (Health Department Canteen) in D/o Health & FW.

US(CS-I), DoPT is requested to upload the Circular for engagement of retired government servant as Consultant (Health Department Canteen) to DoPT's Website. If necessary mail may be forward to the

concerned Personnel/Officer. Physical copy of the Circular has also been sent.

It is requested that the Circular may please be uploaded to the DoPT's website at the earliest.

Ujwal Chauhan
Assistant Section Officer
Estt-II, MoHFW,
Nirman Bhawan
Tele: 011 23061155



Shw. Jay Gopal. So
8/8/19
US(I)

No. Z-28015-22-2019 E-II
Government of India
Ministry of Health & Family Welfare
Department of Health & Family Welfare
Establishment-II

Nirman Bhawan, New Delhi
Dated the 7 August 2019

CIRCULAR

Subject: Engagement of Consultants in the Department of Health and Family Welfare on contract basis.

Department of Health and Family Welfare invites applications from retired government servants for engagement as Consultant on contract basis. The consultant will be posted in Health Department Canteen. Detailed terms and conditions of engagement of consultant are annexed. The eligibly criteria and other details are as follow:

1. No. of consultants to be engaged on contract basis:	1
2. Age limit	Maximum of 68 years as on date of application
3. Place of assignment	Department of Health & Family Welfare
4. Eligibility	
5. Tenure of contract	As per Annexure-I
6. Assignment	

2. Interested persons who are in a position to join immediately on call may submit their particulars in the enclosed format along with a copy of PPO to the Section Officer (Establishment-II), Room No.316-D, Nirman Bhawan, New Delhi within two weeks of Circular.

Amit Kumar

(Amit Kumar)

Under Secretary to Government of India
Telefax: 23061323

1. Under Secretary (CS-1 P), DoPT, Lok Nayak Bhawan, Khan Market, New Delhi-03, with the request to publish the Circular in D/o Personnel & Training's website.
2. NIC, MoHFW for publishing the circular in M/o of Health & FW's website
3. E-office notice board.
4. Notice board

Annexure-I

Assignments:	Eligibility	Duration
To assist Health Department Canteen in following matters:		
1. Maintaining of Cash Book	Retired	
2. Accounts and Ledger	Government	
3. Maintaining of Stock register	Servant	
4. Supervision of the canteen	(Level 6 or	1 years
5. Credit bill accounts	equivalent)	
6. Coupon sale register		
7. Purchase of raw material		
8. Payment to vendors/supplies		

Annexure-II

Terms and Conditions for engagement of Consultant in Stats Division in of the Ministry of Health & Family Welfare.

1. The Consultant shall perform the services as assigned by the controlling officer.
2. The normal working hours would be from 9.00 am to 5.30 p.m. with lunch break of 30 minutes from 1.00 p.m. to 1.30 p.m. from Monday to Friday.
3. The consultant shall be entitled to 8 days of Casual Leave during a period of one year of engagement to be availed with prior permission.
4. In special circumstances, the consultant could be called for services on holidays or beyond normal working hours.
5. The contractual appointment is for a maximum period of one year, extendable as per requirement, in Ministry of Health & Family Welfare.
6. The consultant shall be paid a consolidated remuneration as per the formula of last pay drawn minus pension subject to IDS etc. The remuneration for the services rendered in a month shall be payable in subsequent month. No other allowances shall be permissible to him except TADA on official tours. TADA entitlement shall be the same as what was entitled to him at the time of retirement from the service.
7. Ministry of Health & Family Welfare shall have the right to examine & review the services provided by him.
8. He shall perform his obligations with all necessary skills, diligence, efficiency and economy.
9. No medical facility shall be provided to him by the Ministry of Health and Family Welfare. The remuneration is deemed to include an element to cover the cost of medical cover, if any.
10. The Ministry shall not be responsible for any loss, accident, damages / injury suffered by him, whatsoever arising in or out of the execution of his work, including travel.
11. During the terms of service, he shall not engage in any private business or professional activity which could conflict with the interest of the Government.
12. He shall treat all official information as confidential and use the same only for the purpose of the performance of the services.
13. The service can be terminated by either side by giving one month's notice.

APPLICATION FORM FOR APPOINTMENT AS CONSULTANT IN THE
DEPARTMENT OF HEALTH & FAMILY WELFARE

Name

Father's Name

Date of Birth

Aadhar Number

Date of Retirement

Office where last worked

Designation last held

Last pay drawn (Basic)

Basic Pension

Telephone No.

Mobile No.

E-mail ID

Mailing Address

Permanent Address

Educational Qualification

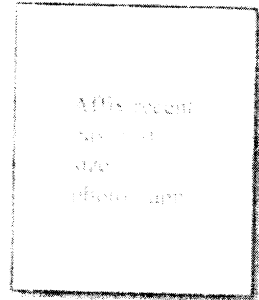
Work Experience (Add separate sheet is required)

Organization/Institute	Period		Nature of work	Remarks
	From	To		

Place

Date

(Signature)



सं. जेड.- 28015/22/2019.इ-II

भारत सरकार

स्वास्थ्य एवं परिवार कल्याण मंत्रालय

स्वास्थ्य एवं परिवार कल्याण विभाग

स्थापना-II

निर्माण भवन, नई दिल्ली

दिनांक: 7 अगस्त, 2019

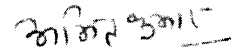
परिपत्र

विषय: सविदा आधार पर स्वास्थ्य एवं परिवार कल्याण विभाग में परामर्शदाता की नियुक्ति।

स्वास्थ्य एवं परिवार कल्याण विभाग सविदा आधार पर परामर्शदाता के रूप में नियुक्ति हेतु सेवानिवृत्त सरकारी कर्मचारियों से आवेदन आमंत्रित करता है। परामर्शदाता की तैनाती स्वास्थ्य विभाग कैंटीन में होगी। परामर्शदाता की नियुक्ति से संबंधित विस्तृत नियम व शर्तें संलग्न हैं। योग्यता-मानदंड व अन्य विवरण निम्न प्रकार से हैं:

1.	सविदा आधार पर नियुक्त किए जाने वाले परामर्शदाता की संख्या	1
2.	आयु सीमा	आवेदन की तारीख को अधिकतम 65 वर्ष
3.	कार्यस्थल	स्वास्थ्य एवं परिवार कल्याण विभाग
4.	पात्रता	
5.	सविदा की अवधि	अनुबंध- I के अनुसार
6.	कार्यभार	

2. इच्छुक व्यक्ति जो तत्काल रूप से पद को संभाल सकते हैं वे इस परिपत्र के जारी होने के दो सप्ताह के अंदर अनुभाग अधिकारी (स्थापना-II), कमरा सं.-316-डी, निर्माण भवन, नई दिल्ली-110011 (दूरभाष: 011-23061155) को संबंधित दस्तावेजों (PPO) के साथ संलग्न प्रारूप में अपना विवरण जमा करा दें।



(अमित कुमार)

अवर सचिव, भारत सरकार

टेलीफैक्स: 23061323

1. अवर सचिव (सीएस -1 पी), डी.ओ.पी.टी., लोक न्यायक भवन, खान मार्केट, नई दिल्ली -03 कार्मिक और प्रशिक्षण विभाग की वेबसाइट में परिपत्र प्रकाशित करने के अनुरोध के साथ।
2. विभाग की वेबसाइट में परिपत्र के प्रकाशन हेतु एन.आई.सी. को प्रतिलिपि
3. ई-ऑफिस नोटिस बोर्ड ई-ऑफिस
4. नोटिस बोर्ड

कार्यभार :	पात्रता	अवधि
निम्नलिखित मामलों में स्वास्थ्य विभाग कैंटीन की सहायता के लिए:		
1. केश बुक का रख-रखाव		
2. लेखा और बही-खाता	सेवानिवृत्त	
3. भण्डार रजिस्टर का रख-रखाव	सरकारी	1 वर्ष
4. जलपान-गृह का पर्यवेक्षण	कर्मचारी	
5. क्रेडिट बिल खाते	(स्तर 6 या	
6. कूपन बिक्री रजिस्टर	समकक्ष)	
7. कच्चे माल की खरीद		
8. विक्रेताओं / आपूर्तिकर्ताओं का भुगतान		