

F.No.21/01/2022-CS.I(Coord.)
Ministry of Personnel, Public Grievances & Pension
Department of Personnel & Training
(CS.I Division)

2nd Floor, A-Wing, Lok Nayak Bhawan,
Khan Market, New Delhi-110003,
Dated the 14 Oct, 2022.

OFFICE MEMORANDUM

Subject:- Engagement of retired Government officers as Senior Consultant (1) and Consultant (1) on contract basis under Agriculture Census Division of the Department of Agriculture & Farmers Welfare, Government of India – regarding

Reference is invited to Department of Agriculture & Farmers Welfare's circular No. 11015/4/2019-ACU (T) dated 11.10.2022 for engagement of retired Government officers as Senior Consultant (1) and Consultant (1) on contract basis under Agriculture Census Division of the Department of Agriculture & Farmers Welfare, Government of India. The last date of submission of the application is 15 days from the date of publication of the advertisement.

2. **In case of any further clarification, applicants are requested to contact the concerned Ministry/Department/Organisation who has advertised the circular.**

Sunil
14/10/2022

(Sunil Kumar)

Under Secretary to the Govt. of India
Tel. No. 011-24629414

To:

All Ministries/ Departments (through DoP&T' website).

F.No. 11015/4/2019-ACU (T)
Government of India
Ministry of Agriculture & Farmers Welfare
Department of Agriculture & Farmers Welfare
(Agriculture Census Division)

Room
No. 536, 5th Floor,
Krishi Bhawan, New Delhi-110001

Dated: 11.10.2022

CIRCULAR

Subject: Engagement of retired Government Officers as Senior Consultant (1) and Consultant (1) on contract basis under Agriculture Census Division of the Department of Agriculture & Farmers Welfare, Government of India.

Applications are invited in prescribed format (as per Annexure) to engage eligible retired Government officials as Senior Consultant (1) and Consultant (1) on contract basis for the Project Monitoring Unit (PMU) to be set up under Agriculture Census 2021-22 project initially for a period of one year for undertaking various activities relating to monitoring of data collection, compilation/processing/preparation of report and dissemination of data of Agriculture Census 2021-22, in the Agriculture Census Division, Department of Agriculture and Farmers Welfare, Ministry of Agriculture & Farmers Welfare, Government of India, Krishi Bhawan, New Delhi.

2. For PMU under Agriculture Census, following technical experts as Senior Consultant and Consultant on contract basis are urgently required:

Sl. No.	Name of Position	No. of Positions	Qualifications	Experience
1	Senior Consultant	1	Essential: Post-Graduation in Statistics / Mathematics / Economics with know-ledge of computer. Desirable: 1. Retired from the post of Deputy Director or equivalent level and above from Central or State Government 2. Proficiency in MS office, knowledge of database, data analytics and report writing.	Minimum ten (10) years' experience in designing and conducting large scale sample surveys, compilation / processing / dissemination and preparation of report at national level.
2	Consultant	1	Essential: Post-Graduation in Statistics / Mathematics / Economics with knowledge of computer. Desirable: 1. Retired from the post of Assistant Director or equivalent level and above from Central or State Government 2. Proficiency in MS office, knowledge of database, data analytics and report writing.	Minimum seven (7) years exposure / experience in designing and conducting large scale sample surveys, compilation / processing / dissemination and preparation of report at national level.

3. **Headquarter:** New Delhi

4. **Age-Limit:** Age should not be beyond 65 years for Senior Consultant and Consultant as on closing date of receipt of application.

5. **Period of consultancy:** Initially for one year period. The contract could be extended further depending on assessment of performance and mutual willingness.

6. **Remuneration & Emoluments:** A fixed monthly amount shall be paid as per Government norms, 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.

7. **Tax Deduction at source (TDS):** TDS as admissible shall be deducted from the monthly remuneration of Consultants. A TDS certificate shall be issued by the concerned DDO on demand.

8. **Roles and Responsibilities:** The main roles and responsibilities for Senior Consultant and Consultant are given as under:

(A) **Senior Consultant:** He/she would be the overall in-charge of the PMU for offering services relating to various activities of data collection, compilation, processing/dissemination of data of Agriculture Census 2021-22. These include:

1. Overall in-charge of PMU under Agriculture Census 2021-22 project.
2. Monitoring the progress of field work of Phase-I for all States.
3. Coordinate with all States/UTs for data collection, scrutiny, processing and finalization of data for all three Phases.
4. Provide training or technical guidance to all States/UTs.
5. Undertake field inspection for quality checking for all three phases.
6. Examination/scrutiny of data for all States and prepare comments or submit report.
7. Compare results with previous census data and other relevant sources for consistency.
8. Prepare tabulation plan and other instruments for processing of data.
9. Prepare training materials and All India Reports on Agriculture Census 2021-22.
10. Other activities as assigned by the head of Agriculture Census Division.

(B) **Consultant:** He / she would be engaged for providing services in implementation of Agriculture Census 2021-22 and would be working under Senior Consultant. The main roles and responsibilities include:

1. Analyzing the progress of data collection of all States and prepare its report for proper monitoring.
2. Provide technical guidance or training to all States.
3. Undertake field inspection for quality checking for all three phases.
4. Analyze/scrutiny of data for all States and prepare comments or submit report for proper examination
5. Compare results with previous census data and other relevant sources for consistency.
6. Prepare tabulation plan and other instruments for processing of data.
7. Prepare training materials and all India reports on Agriculture Census 2021-22.
8. Other activities as assigned by the head of Agriculture Census Division.

9. **Method of Selection:** Candidates meeting the above mentioned conditions shall be shortlisted. The shortlisted candidates will be invited for personal talk/ interview by a Committee constituted for this purpose, whose decision will be final and no correspondence in this regard will be entertained. Intimation shall be sent only to the selected candidate.



10. Terms and conditions:

1. Retired Government Employees with relevant qualification and experience would be eligible for selection of Senior Consultant and Consultant.
2. The place of work will be Agriculture Census Division, Department of Agriculture & Farmers Welfare, Ministry of Agriculture & Farmers Welfare, Krishi Bhawan, New Delhi.
3. He /She will be paid total emoluments/entitlements (Consolidated) payable on expiry of each calendar month.
4. He/She will not be entitled to any other allowance like HRA,CCA, accommodation facilities and other facilities such as regular transport/telephone connection etc.
5. He/She will be eligible for TA/DA for undertaking official tour, if any, in connection with the implementation of the scheme as per TA/DA rules prevailing in Government of India. TA/DA for Senior Consultant/Consultant will be paid as per their entitlement at the time of retirement.
6. Excess payments, if any, made by the department (in the form of advance etc.) or any other agency will be recovered from him/her even after the expiry of the contract.
7. Position is purely temporary, initially for a period of one year, extendable from time to time depending on requirement and performance of the incumbent.
8. The incumbent shall have no right or claim whatsoever for absorption/regularization on the strength of the Ministry.
9. There is no provision for re-employment after termination of the assignment.
10. The engaged persons shall be eligible for 8 days leave in a calendar year on pro-rata basis. Therefore, the officer shall not draw any remuneration in case of his/her absence beyond 8 days in year (calculated on a pro-rata basis). Also un-availed leave in a calendar year cannot be carried forward to next calendar year.
11. The engaged persons shall not indulge or disclose to any person, any details of office, operational process, technical know-how, security arrangements, and administrative/organizational matters as all are of confidential/secret nature.
12. The engagement can be discontinued by the competent authority, without assigning any reason. However, the engaged persons will have to give one month advance notice or remuneration in lieu thereof before resigning from the engagement.
13. The decision of Department of Agriculture & Farmers Welfare, Ministry of Agriculture & Farmers Welfare, Government of India, will be final and binding in all aspects.

11. How to apply: Interested and eligible candidates may submit their applications in the enclosed format (Annexure) along with supporting documents through email to agcensus.krishi@nic.in within 15 days of publication of this advertisement. Original documents would be required for verification at the time of personal talk/interview. No TA/DA will be payable by the Department to attend the personal talk/interview. The final selection will be based on the performance in the personal talk/ interview and the decision of the selection committee will be final. For any query or details please contact Smt. Renu Sethi, Section Officer(AC) on 011-23070788 (email-id : agcensus.krishi@nic.in).


(R.N.Soreithem)
Deputy Director (AC), DA&FW
Tel: 011-23381191

To

1. US(CS-I Coordination), Department of Personnel & Training, Lok Nayak Bhawan, New Delhi-with the request to upload the circular in DoP&T's website for wide publicity.
2. Joint Secretary(A), MoS&PI with the request to upload the circular in MoSPI' website for wide publicity.
3. Section Officer, Digital Agriculture/IT Division, DA&FW with the request to upload the circular on DA&FW's website.
4. System Administration, Agriculture Census Division, DA&FW with the request to upload the circular on Agriculture Census website.

Format for application of Senior Consultant /Consultant

Recent passport size photograph
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1	Full Name (in block Letters)	
2	Father's Husband's Name	
3	Post applied for	
4	Date of Birth	
5	Contact details	
6	Address for Communication	
7	Date of Joining of Government Service	
8	Age as on closing date	
9	Date of retirement and post from which retired (enclose copy of retirement order)	
10	Name of the Ministry/department from which retired	
11	Last Pay drawn (Please enclose copy)	
12	Education/Technical Qualification(Please enclose copy of certificate/mark sheet)	
13	P.P.O.No. (Please enclose copy)	
14	Details of computer knowledge	
15	Brief particular of Experience (A separate sheet may be annexed)	

I hereby declare that the particulars furnished above are true and correct to the best of my knowledge and belief. I understand and agree that in the event of any information being found false or incorrect/incomplete or ineligibly being detected at any time before or after selection/interview/ my candidature is liable to be rejected and I shall be bound by the decision of Department of Agriculture and Farmers Welfare. I have read this circular and ready to accept all the terms and conditions for engagement of Senior Consultant/Consultant.

Signature

(Full name of the applicant)

Place:

Date:

