

F.No.21/01/2021-CS.I (Coord.)  
Ministry of Personnel, Public Grievances & Pension  
Department of Personnel & Training  
(CS.I Division)

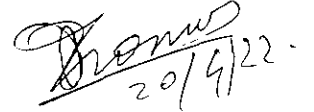
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2nd Floor, A Wing,  
Lok Nayak Bhavan  
Khan Market, New Delhi.  
Dated 20th April, 2022.

**OFFICE MEMORANDUM**

**Subject:- Engagement of retired Central/State Government (including Union Territories) Officers from Library Stream as Consultant on contract basis in the Department of Telecommunications (DoT)- regarding.**

The undersigned is directed to circulate the Circular No. A-12028/11/2022-Admn.II dated 13.04.2022 (along with enclosures) received from M/o Communications, D/o Telecommunications regarding engagement of Consultant from retired Central/State Government (including Union Territories) Officers on contract basis. **The last date of receipt of application is 4 weeks (28 days) from the date of issue on DOT website/notice board.**

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

  
20/4/22

(Zachariah Thomas)  
Under Secretary to the Govt. of India  
Tel.No.24629412

To :

All Ministries/ Departments (through DOPT's website)

F. No. A-12028/11/2022-Admn. II  
Government of India  
Ministry of Communications  
Department of Telecommunications  
Sanchar Bhavan, 20, Ashoka Road, New Delhi-110001

Date: 13<sup>th</sup> April, 2022

CIRCULAR

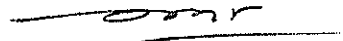
**Subject:** Engagement of retired Central /State Government (including Union Territories) Officers from Library Stream as Consultant on contract basis in the Department of Telecommunications (DoT) – regarding.

Department of Telecommunications intends to engage retired Central /State Government (including Union Territories) Officers from Library Stream as consultant in the Department on contract basis initially for a period of 12 months from the date of engagement. Accordingly, applications are invited from retired Officers/Officials residing in Delhi/NCR who fulfil the following eligibility criteria:-

- (i) Must be an officer retired from Central Government /State Government/Union Territories drawing pension as per 7<sup>th</sup> CPC;
- (ii) Must be holding a post in Library Stream at the time of retirement in Level-7/8/9/10 in the Pay Matrix as per 7<sup>th</sup> CPC on regular basis;
- (iii) Must be possessing a Bachelor's degree in Library Science or Library and Information Science of a recognised University or Institute;
- (iv) Must not have crossed the age of 63 years on the closing date of applications;

2. The engagement of Retired Government Officers on Contract Basis (RGOCB) shall be regulated in terms of Ministry of Finance, D/o Expenditure's OM No. 3/25/2020-E.III/A dated 09.12.2020. The broad terms and conditions of engagement of RGOCB will be as under:

Remuneration	Amount equal to last pay drawn (-) basic pension on monthly basis.
Transport Allowance	An amount equal to the amount admissible at the time of retirement excluding Dearness Allowance.
Leave	Paid leave of absence @1.5 days for each completed month of service. Accumulation of leave beyond the Calendar year shall not be allowed.
House Rent Allowance	NO HRA shall be paid.



Dearness Allowance	No Dearness Allowance shall be paid.
Increment	No increment shall be granted.
Agreement/Undertaking	Retired Government Officials on Contract Basis shall sign an agreement/undertaking of Confidentiality with the Govt. of India containing a Clause of ethics and integrity.

3. The Headquarter of RGOCB will be at Delhi and he/she may be posted at Sanchar Bhavan and/or other buildings from where offices of DoT(HQ)/TEC function.

4. Working hours of RGOCB shall normally be from 9.00 am to 5.30 pm during working days including half an hour lunch break in between. However, in exigencies of work they may be required to sit late and/or called on Saturday/Sunday and other Gazetted Holidays.

5. Notwithstanding provisions of above paragraphs, DoT Administration reserves the right to terminate the services of RGOCB at any time without any reason whatsoever. However, if the RGOCB is not willing to work for whatsoever reasons may be, he/she will have to give a minimum one month's notice to the office. The decision of the Department of Telecommunications shall be the final in all respects.

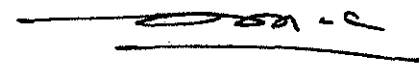
6. Department of Telecommunications will shortlist the applications based on details furnished by the applicants in the prescribed proforma (Annexure) for preparing a panel of suitable applicants for engaging on Contract basis as per requirement.

7. Retired Government Officers of Central Government/State Government/Union Territories who fulfil the eligibility criteria as mentioned in para (1) above and are willing to work on contract basis on the terms and conditions mentioned in para (2) to (6) above, may submit their applications in the prescribed proforma so as to reach to Under Secretary (Admn. II), Department of Telecommunications, Room No. 416, Sanchar Bhawan, 20-Ashoka Road, New Delhi-110001 within 4 weeks (28 days) from the date of issue on DOT website/notice board.



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8. A soft copy of the application should also be e-mailed separately at [anilk.singh60@nic.in](mailto:anilk.singh60@nic.in)



(Arvind Kumar Jha)  
Under Secretary to the Govt. of India  
Tel:23036884

To

1. All Ministries/Departments to the Govt. of India (through DoPT website) for wide publicity.
2. Director (NK) for uploading the Circular on the DoT's website under "Vacancy".
3. E-Office Notice Board.

Application for engagement of Retired Government Officers in Library Stream on contract basis.

1. Name of the Applicant Self Attested Photograph

2. Full address of the Applicant

**(Copy of Aadhar Card to be enclosed)**

3. E-mail & Mob. No. of the Applicant

4. Date of Superannuation

5. Age on the closing date of receipt of application:

.....Years.....Months.....Days

6. Name and full address with e mail of the Govt. Offices during last 10 years before the retirement.

7. Designation and post held at the time of retirement.

8. Pay Level (as per 7<sup>th</sup> CPC) of the post held at the time of retirement on regular basis.

9. Last Pay drawn and Basic Pension (as per 7<sup>th</sup> CPC) **(Copy of PPO to be enclosed).**

10. Educational Qualification.

11. Experience during last 10 years before retirement.

Sl. No.	Period of Work & Post held	Name & address of the Office where served	Details of work performed during the period.

12. Whether any minor penalty/major penalty was imposed during last 10 years of Govt. Service and if so, the details thereof.

13. ACR/APAR Grading (Good/V. Good/Outstanding) year wise during last 05 years before retirement (**Copy of ACR/APARs to be enclosed**).

14. Certified that:

- \* the information furnished above are true to the best of my knowledge and belief.
- \* I am willing to work on contract basis in the Department of Telecommunications against the vacant post of Assistant Library & Information Officer and I am suitable for the broad nature of work of the post.
- \* I have gone through and understood the eligibility criteria and the terms and conditions for engagement on contract basis in Department of Telecommunications as contained in DoT's Circular No. A-12028/11/2022-Admn. II dated \_\_\_\_\_ and that I am unequivocally and unconditionally accept all these terms & conditions.

Signature of the Applicant with Date.