

A-39011/19/2014-Admn.
Government of India
Ministry of Drinking Water and Sanitation

8th Floor Paryavaran Bhawan
CGO Complex, Lodhi Road
New Delhi-110003

Dated 3/3/2016

CIRCULAR

Subject: Engagement of Retired Central Government Officers as AD (OL) in the Ministry of Drinking Water and Sanitation


It is proposed to prepare a panel of retired/retiring Government employees to work as full time Retainers/Consultants for engaging against the post on the following terms and conditions:

S. No.	Name of Post	Consultancy fee (₹)	Conveyance (₹)
1	AD (OL)	35000-00	2000-00

- a) Must have retired from Government Service at same level or above.
- b) Must be well acquainted with functioning of Government Ministries.
- c) Work profile and responsibility would be equivalent to post in the Central Government.
- d) Must have working knowledge of Hindi Translation and computer usage.

2. The engagement of retainers shall be subject to the following conditions:

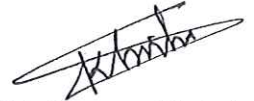
- i) Persons till the age of 64 years can apply.
- ii) Engagement shall initially be for a period of one year or whenever regular incumbents are available, whichever is earlier.
- iii) Extension of engagement, if any, shall at the sole discretion of competent authority.
- iv) Working hours shall be from 9.00 a.m. to 5.30 p.m. during working days including half an hour lunch break in between. However, in exigencies of work, he/she may be required to sit late and may be called on Saturdays/Sundays and other Gazetted Holidays.
- v) Engagement may be terminated at any time by the Government without assigning any reason without any notice.
- vi) One month notice is required to be given for leaving the services of the Ministry.


सुधीर कुमार सिन्हा / Sudhir Kumar Sinha
अवर सचिव (प्रसा./संसद)
Under Secretary (Admn./Parl.)
पेयजल एवं स्वच्छता मंत्रालय
Ministry of Drinking Water & Sanitation
भारत सरकार, नई दिल्ली
Govt. of India, New Delhi

- vii) No typing assistance shall be provided.
- viii) Preference would be given to those retired in the last one year.

3. Willing and eligible retired/retiring Officers of the Government of India are requested to send their bio-data and contact details specially mentioning their detailed experience/grade pay drawn, etc. to Under Secretary (Administration), Ministry of Drinking Water and Sanitation, B-1 Wing, 8th Floor, Paryavaran Bhawan, CGO Complex, Lodi Road, New Delhi on or before 15th March, 2016. No application will be entertained after this date.

4. It is requested that Ministries/Department may give this circular a wide publicity among their staff and bring it to the notice of their attached offices.



(Sudhir Kumar Sinha)

Under Secretary to Government of India

सुधीर कुमार सिन्हा / Sudhir Kumar Sinha
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To

All Ministries/Department of the Government of India.

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