



भारत सरकार  
संचार मंत्रालय  
दूरसंचार विभाग  
राष्ट्रीय संचार सुरक्षा केंद्र

Government of India  
Ministry of Communications  
Department of Telecommunications  
National Centre for Communication Security



Ltr No: NCCS/HQ/Establishment/2023-24/102

Dated at Bengaluru 02-06-2025

### **NOTIFICATION**

**Subject: Engagement of 1 (one) consultant against the vacant posts of Telecom Assistant on temporary contract basis for Office of Sr. DDG, NCCS, Bangalore- Reg.**

Office of Sr. DDG, NCCS Bangalore, Department of Telecommunications, Ministry of Communications proposes to engage **1 (one) consultant against the vacant posts of Telecom Assistant** on purely temporary and on short term contract basis for an initial period of 6 months, extendable further up to a maximum of 6 terms (6 months each) or 65 years of age or till regular/ deputation manpower is posted, whichever is earlier.

Applications are invited from retired Government servants/ retired officials of PSUs or Research Organizations with adequate computer knowledge with hands-on experience and having knowledge of telecom domain Basic Telecom/ Network Security/ Mobile Technologies/ NGN/ Computer Networks/ Data Networks/ Administration etc.

The Sr. DDG, NCCS, Bangalore reserves the right to accept or reject any or all the applications without assigning any reasons whatsoever.

Application form for the post of consultant is at Annexure-A. Last date for receipt of applications at NCCS Bengaluru is **1700 hrs, 30-06-2025**. Applications received after due date will not be considered.

#### **1. Vacancy: -**

1 (one) consultant at Bangalore location on purely temporary and on short term contract basis against the vacant post of Telecom Assistant (Level 5 of 7<sup>th</sup> CPC)

#### **2. Nature of Duties**

National Centre for Communication Security (NCCS) is a centre of DoT, that is vested with the responsibilities of developing Security standards/ requirements, security testing/ certifications and designation of Telecom Security Test Labs.

Selected consultant may be assigned with work related to any one or combination of the functional works like development of ITSAR's for telecom network elements, evaluate the capacity of Telecom security testing laboratories in public/ private sectors to conduct tests on telecom

network elements, oversee the tests conducted by TSTL's, evaluate the test results, administrative works of the NCCS etc.

### **3. Period of Contract:**

The retired person(s) shall be appointed/ engaged on a short-term contract basis initially for a period of six months. Based on his/her performance and requirement of his/her services, the contract can be further extended up to a maximum of six terms (six months each) or till regular/ deputation manpower is posted, or sixty-five years of age whichever is earlier. The assessment of Head of respective unit shall be final in this regard.

### **4. Eligibility: -**

**A. Age:** Age should be less than 64 years as on last date of submission of application.

**B. Rank during retirement:**

- (i) Retired govt servants from DoT or any other Central/ State Govt. Departments or from BSNL/ MTNL/ ITI/ TCIL/Any other PSU or Research organisation with CDA scale with minimum substantive grade of Level 5 of the 7th CPC or equivalent IDA scale or holding analogous post or above
- (ii) Retired persons from BSNL/MTNL under VRS-2019 scheme are also eligible to apply

5. Computer Literacy is necessary.

### **6. Remuneration: -**

- a. The monthly consolidated fee/remuneration Payable to the retired persons engaged as consultants shall be in accordance with the Department of Expenditure OM No.3-25/2020-E.III A dated 09-12-2020 endorsed by DoT letter No.1-3(01)/2021-PAT dated 08-02-2021 and DoT O.M. No.3-10/2014-SEA-I/Fin dated 29-03-2022 and as amended from time to time. The amount of remuneration so fixed shall remain unchanged for the term of contract. There will be no annual increment/ percentage increase during the contract period. **(Annexure B)**
- b. The payment will be made on monthly basis.
- c. No Dearness Allowance shall be allowed during the term of contract.
- d. No House Rent Allowance shall be admissible.
- e. An appropriate and fixed amount as Transport allowance for the purpose of commuting between the residence and the place of work shall be paid not exceeding the rate applicable to the engaged consultant at the time of retirement.
- f. No TA/DA is admissible for joining the assignment or on its completion. The engaged consultant shall be paid TA/DA on official tour, if any, as per their entitlement at the time of retirement.
- g. The Consultants shall not be entitled for telephone facilities, CGHS, medical reimbursement, staff car and residential accommodation from central govt pool.

**7. Confidentiality of data and documents: -**

The data collected /produced as well as deliverables produced for the O/o Sr DDG, NCCS, Bangalore shall remain with this 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 Sr DDG, NCCS, Bangalore, without the express written consent of this office. The Consultants are bound to hand over the entire set of records of assignment to this office before the expiry of the contract and before the final payment is release by this office.

The consultant so engaged shall sign a Non-Disclosure Agreement with the National Centre for Communication Security, Department of Telecommunication containing a clause of Ethics and Integrity, as given in **Annexure D** on a stamp paper of Rs. 100/-.

**8. Working Hours:** Working hours shall normally be from 9:00 AM to 5:30 PM during working days, including half an hour lunch break in between. However, depending on the exigency of work and if required, the consultant may have to reach the office early or sit late to complete the time bound work or attend office on holidays. No extra remuneration or fee would be payable if work required late sitting or coming on holidays.

**9. Leave of Absence: -**

Paid leave of absence shall be allowed at the rate of 1.5 days for each completed month of service. Accumulation of leave beyond a calendar year shall not be allowed.

**10. Income tax: -**

Income tax or any other tax liable to be deducted as per prevailing rules will be deducted at source before effecting the payment for which the department will issue TDS certificate. Service tax as applicable shall be payable extra at the prevailing rates.

**11. Conflict of interest: -**

The Consultants engaged shall in no case represent or give opinion or advice to others in any matter which is adverse to the interest of the Department.

**12. Closing date for receipt of applications at NCCS Bengaluru: -**

**Up to 1700 Hrs. of 30-06-2025**

**13. Application along with supporting documents to be forwarded to: -**

ADET(SC&HQ-II), O/o Sr DDG, NCCS, DoT, Room No. 301, 3rd Floor, City Telephone Exchange, Sampangi Rama Nagar, Bangalore – 560027

#### **14. Selection procedure: -**

A three-member committee under the chairmanship of the Head of NCCS would be formed to go through the applications received and draw a panel for the consultant posts. The empanelled list will be put up on the NCCS website (<https://nccs.gov.in>). The panel recommended by the committee shall be valid for a period of six months.

The decision of the Sr. DDG NCCS in the matter of selection of consultants shall be final and binding upon the applicants.

#### **15. How to apply: -**

As per enclosed format named as **Annexure- A**.

#### **16. Desirable Experience in any one of the areas listed at Annexure – C**

#### **17. Terms and Conditions for hiring service of consultants shall be governed by:**

- a) DoT OM No.1-50(1)/2018-Estt dated 10 September 2020.
- b) Ministry of Finance, DoE, Office Memorandum F.No.3-25/2020-E.IIIA dated 9 December 2020.
- c) DoT OM No.1-3(01)/2021-PAT dated 08 February 2021.
- d) DoT Order No.3-19/2014-SEA-I/Fin dated 22 Dec 2021.
- e) DoT O.M. No.3-10/2014-SEA-I/Fin dated 29 March 2022.
- f) DoT Letter No.9-08/2019-20/Fin(Pt) dated 16 June 2023.

#### **18. Termination of Contract**

The engagement of retired personnel in short term contract basis can be termination by either of the party with prior notice of 30 days.

The above said engagement is purely on temporary and on contract basis. The selected candidates will be governed by the provision of the guidelines for engagement of consultants in DoT as amended from time to time.

**Encl: -** As stated above (Annexure A, B, C & D)

ADET (SC&HQ-II)  
O/o Sr DDG, NCCS, DoT,  
Bangalore-560027.

Please Note: The English version of enactment will prevail if there is a variation in its Hindi version and English version.  
Copy to:

1. Director General Telecom
2. CMD BSNL/MTNL
3. DDG (SA)/DDG(Estt.), DoT HQ
4. Director (IT-2), DoT for Posting this OM on the website of DoT

## अधिसूचना

**विषय:** कार्यालय सीनियर डीडीजी, एनसीसीएस, बेंगलोर के लिए अस्थायी अनुबंध के आधार पर दूरसंचार सहायक के रिक्त पदों के विरुद्ध 1 (एक) सलाहकार की नियुक्ति के संबंध में।

संचार मंत्रालय के दूरसंचार विभाग के वरिष्ठ डीडीजी, एनसीसीएस बेंगलोर का कार्यालय, दूरसंचार सहायक के रिक्त पदों के विरुद्ध 1 (एक) परामर्शदाता को पूर्णतया अस्थायी और अल्पकालिक अनुबंध के आधार पर 6 महीने की प्रारंभिक अवधि के लिए नियुक्त करने का प्रस्ताव करता है, जिसे अधिकतम 6 कार्यकाल (प्रत्येक 6 महीने) या 65 वर्ष की आयु तक या नियमित/प्रतिनियुक्ति जनशक्ति की नियुक्ति होने तक, जो भी पहले हो, तक बढ़ाया जा सकता है।

सेवानिवृत्त सरकारी कर्मचारियों/सार्वजनिक क्षेत्र के उपक्रमों या अनुसंधान संगठनों के सेवानिवृत्त अधिकारियों से आवेदन आमंत्रित किए जाते हैं, जिनके पास पर्याप्त कंप्यूटर ज्ञान के साथ व्यावहारिक अनुभव और दूरसंचार डोमेन बेसिक टेलीकॉम/नेटवर्क सुरक्षा/मोबाइल टेक्नोलॉजीज/एनजीएन/कंप्यूटर नेटवर्क/डेटा नेटवर्क/प्रशासन आदि का ज्ञान हो।

सीनियर डीडीजी, एनसीसीएस, बेंगलोर को बिना कोई कारण बताए किसी भी या सभी आवेदनों को स्वीकार या अस्वीकार करने का अधिकार सुरक्षित है।

सलाहकार पद के लिए आवेदन पत्र अनुलग्नक-ए में है। एनसीसीएस बेंगलुरु में आवेदन प्राप्त करने की अंतिम तिथि 1700 बजे, 30-06-2025 है। नियत तिथि के बाद प्राप्त आवेदनों पर विचार नहीं किया जाएगा।

### **1. रिक्तियां:-**

दूरसंचार सहायक के रिक्त पद पर पूर्णतया अस्थायी एवं अल्पावधि अनुबंध के आधार पर बेंगलोर स्थान पर 1 (एक) परामर्शदाता (7वें सीपीसी का स्तर 5 पर) की नियुक्ति।

### **2. कर्तव्यों की प्रकृति**

राष्ट्रीय संचार सुरक्षा केन्द्र (एनसीसीएस) दूरसंचार विभाग का एक केन्द्र है, जो सुरक्षा मानकों/आवश्यकताओं को विकसित करने, सुरक्षा परीक्षण/प्रमाणन और दूरसंचार सुरक्षा परीक्षण प्रयोगशालाओं के पदनाम की जिम्मेदारी से संपन्न है।

चयनित परामर्शदाता को कार्यात्मक कार्यों में से किसी एक या संयोजन से संबंधित कार्य सौंपा जा सकता है, जैसे दूरसंचार नेटवर्क तत्वों के लिए आईटीएसएआर का विकास, दूरसंचार नेटवर्क तत्वों पर परीक्षण करने के लिए सार्वजनिक/निजी क्षेत्रों में दूरसंचार सुरक्षा परीक्षण प्रयोगशालाओं की क्षमता का मूल्यांकन, टीएसटीएल द्वारा किए गए परीक्षणों की देखरेख, परीक्षण परिणामों का मूल्यांकन, एनसीसीएस के प्रशासनिक कार्य आदि।

### 3. अनुबंध की अवधि:

सेवानिवृत्त व्यक्ति को शुरू में छह महीने की अवधि के लिए अल्पकालिक अनुबंध के आधार पर नियुक्त/नियुक्त किया जाएगा। उसके प्रदर्शन और उसकी सेवाओं की आवश्यकता के आधार पर, अनुबंध को अधिकतम छह अवधि (छह महीने प्रत्येक) तक या नियमित/प्रतिनियुक्ति जनशक्ति की नियुक्ति होने तक या पैंसठ वर्ष की आयु तक जो भी पहले हो, बढ़ाया जा सकता है। इस संबंध में संबंधित इकाई के प्रमुख का मूल्यांकन अंतिम होगा।

### 4. पात्रता: -

**A. आयु:** आवेदन जमा करने की अंतिम तिथि को आयु 64 वर्ष से कम होनी चाहिए ।

**B. सेवानिवृत्ति के दौरान रैंक :**

- (i) दूरसंचार विभाग या किसी अन्य केन्द्रीय/राज्य सरकार विभाग या बीएसएनएल/एमटीएनएल/आईटीआई/टीसीआईएल/किसी अन्य सार्वजनिक उपक्रम या अनुसंधान संगठन से सेवानिवृत्त सरकारी कर्मचारी जिनके पास 7वें वेतन आयोग के स्तर 5 के न्यूनतम मूल ग्रेड के साथ सीडीए स्केल या समकक्ष आईडीए स्केल हो या जो समरूप पद या उससे ऊपर का पद धारण किए हों।
- (ii) वीआरएस-2019 योजना के तहत बीएसएनएल/एमटीएनएल से सेवानिवृत्त व्यक्ति भी आवेदन करने के पात्र हैं

5. कम्प्यूटर साक्षरता आवश्यक है.

### 6. पारिश्रमिक: -

- a. सलाहकार के रूप में नियुक्त सेवानिवृत्त व्यक्तियों को देय मासिक समेकित शुल्क/पारिश्रमिक व्यय विभाग के दिनांक 09-12-2020 के कार्यालय ज्ञापन संख्या 3-25/2020-ई. III ए के अनुसार होगा, जिसका समर्थन दूरसंचार विभाग के दिनांक 08-02-2021 के पत्र संख्या 1-3(01)/2021-पीएटी और

दूरसंचार विभाग के दिनांक 29-03-2022 के कार्यालय ज्ञापन संख्या 3-10/2014-एसईए-1/वित्त द्वारा किया गया है तथा समय-समय पर इसमें संशोधन किया गया है। इस प्रकार निर्धारित पारिश्रमिक की राशि अनुबंध की अवधि के लिए अपरिवर्तित रहेगी। अनुबंध अवधि के दौरान कोई वार्षिक वेतन वृद्धि/प्रतिशत वृद्धि नहीं होगी। **(अनुलग्नक बी)**

- b. भुगतान मासिक आधार पर किया जाएगा।
- c. अनुबंध की अवधि के दौरान कोई महंगाई भत्ता नहीं दिया जाएगा।
- d. कोई मकान किराया भत्ता स्वीकार्य नहीं होगा।
- e. निवास और कार्य स्थल के बीच आवागमन के लिए परिवहन भत्ते के रूप में उचित और निश्चित राशि का भुगतान किया जाएगा, जो सेवानिवृत्ति के समय नियोजित परामर्शदाता को लागू दर से अधिक नहीं होगी।
- f. कार्यभार ग्रहण करने या कार्यभार पूरा होने पर कोई टीए/डीए देय नहीं है। नियुक्त परामर्शदाता को सेवानिवृत्ति के समय उनकी पात्रता के अनुसार आधिकारिक दौरे पर टीए/डीए, यदि कोई हो, का भुगतान किया जाएगा।
- g. परामर्शदाता केन्द्रीय सरकार पूल से टेलीफोन सुविधा, सीजीएचएस, चिकित्सा प्रतिपूर्ति, स्टाफ कार और आवासीय आवास के लिए पात्र नहीं होंगे।

#### **7. डेटा और दस्तावेजों की गोपनीयता: -**

सीनियर डीडीजी, एनसीसीएस, बेंगलूर के कार्यालय के लिए एकत्रित/उत्पादित डेटा तथा उत्पादित डिलिवरेबल्स इस कार्यालय के पास रहेंगे। कोई भी व्यक्ति इस कार्यालय की लिखित सहमति के बिना सीनियर डीडीजी, एनसीसीएस, बेंगलूर के कार्यालय से इस असाइनमेंट के उद्देश्य से या असाइनमेंट के दौरान एकत्रित किए गए डेटा या सांख्यिकी या कार्यवाही या सूचना के किसी भी भाग का उपयोग या प्रकाशन या खुलासा या किसी तीसरे पक्ष को नहीं देगा। परामर्शदाता अनुबंध की समाप्ति से पहले और इस कार्यालय द्वारा अंतिम भुगतान जारी किए जाने से पहले असाइनमेंट के रिकॉर्ड का पूरा सेट इस कार्यालय को सौंपने के लिए बाध्य हैं।

इस प्रकार नियुक्त परामर्शदाता को राष्ट्रीय संचार सुरक्षा केन्द्र, दूरसंचार विभाग के साथ 100 रुपये के स्टाम्प पेपर पर एक गैर-प्रकटीकरण समझौते पर हस्ताक्षर करना होगा, जिसमें **अनुलग्नक-डी में दिए गए अनुसार नैतिकता और सत्यनिष्ठा का एक खंड शामिल होगा।**

#### **8. कार्य समय: कार्य दिवसों के दौरान कार्य समय सामान्यतः सुबह 9:00 बजे से शाम 5:30 बजे तक होगा, जिसमें बीच में आधे घंटे का लंच ब्रेक भी शामिल है। हालांकि, काम की अनिवार्यता और आवश्यकता**

के आधार पर, परामर्शदाता को समयबद्ध कार्य पूरा करने के लिए जल्दी कार्यालय पहुंचना पड़ सकता है या देर से बैठना पड़ सकता है या छुट्टियों के दिन भी कार्यालय में उपस्थित होना पड़ सकता है। यदि काम के लिए देर से बैठना पड़ता है या छुट्टियों के दिन आना पड़ता है तो कोई अतिरिक्त पारिश्रमिक या शुल्क देय नहीं होगा।

#### **9. छुट्टी: -**

सेवा के प्रत्येक पूरे महीने के लिए 1.5 दिन की दर से सवेतन अवकाश की अनुमति दी जाएगी। एक कैलेंडर वर्ष से अधिक स्तर के संचय की अनुमति नहीं दी जाएगी।

#### **10. आयकर:-**

आयकर या कोई अन्य कर जो प्रचलित नियमों के अनुसार काटा जाना है, भुगतान करने से पहले स्रोत पर काटा जाएगा जिसके लिए विभाग टीडीएस प्रमाण पत्र जारी करेगा। लागू सेवा कर मौजूदा दरों पर अतिरिक्त देय होगा।

#### **11. एक ऐसी स्थिति जिसमें सरकारी अधिकारी का निर्णय उसकी व्यक्तिगत रुचि से प्रभावित हो: -**

नियुक्त परामर्शदाता किसी भी मामले में किसी अन्य के समक्ष ऐसी राय या सलाह प्रस्तुत नहीं करेंगे, जो विभाग के हित के प्रतिकूल हो।

#### **12. एनसीसीएस बेंगलुरु में आवेदन प्राप्त करने की अंतिम तिथि: -**

**30-06-2025 को 1700 बजे तक**

#### **13. आवेदन पत्र सहायक दस्तावेजों के साथ निम्नलिखित पते पर भेजें : -**

ADET (SC&HQ-II), कार्यालय, सीनियर DDG, NCCS, DoT, कमरा नंबर 301, तीसरी मंजिल, सिटी टेलीफोन एक्सचेंज, संपांगी राम नगर, बेंगलूर - 560027

#### **14. चयन प्रक्रिया: -**

एनसीसीएस के प्रमुख की अध्यक्षता में तीन सदस्यीय समिति बनाई जाएगी जो प्राप्त आवेदनों की जांच करेगी और सलाहकार पदों के लिए एक पैनल बनाएगी। पैनल में शामिल सूची एनसीसीएस की वेबसाइट ( <https://nccs.gov.in> ) पर डाली जाएगी। समिति द्वारा अनुशंसित पैनल छह महीने की अवधि के लिए वैध होगा।



परामर्शदाताओं के चयन के मामले में सीनियर डीडीजी एनसीसीएस का निर्णय अंतिम होगा तथा आवेदकों पर बाध्यकारी होगा।

**15. आवेदन कैसे करें: -**

संलग्न प्रारूप अनुलग्नक - ए के अनुसार ।

**16. अनुलग्नक-सी में सूचीबद्ध किसी भी एक क्षेत्र में वांछनीय अनुभव**

17. परामर्शदाताओं की सेवाएं किराये पर लेने के लिए नियम एवं शर्तें निम्नलिखित द्वारा शासित होंगी:

- a) DoT OM No.1-50(1)/2018-Estt दिनांक 10 सितंबर 2020।
- b) वित्त मंत्रालय, शिक्षा विभाग, कार्यालय ज्ञापन एफ.सं.3-25/2020-ई.।।।।। दिनांक 9 दिसंबर 2020।
- c) दूरसंचार विभाग का कार्यालय ज्ञापन संख्या 1-3(01)/2021-पीएटी दिनांक 08 फरवरी 2021।
- d) दूरसंचार विभाग का आदेश संख्या 3-19/2014-एसईए-1/वित्त दिनांक 22 दिसंबर 2021।
- e) दूरसंचार विभाग का कार्यालय ज्ञापन संख्या 3-10/2014-एसईए-1/वित्त दिनांक 29 मार्च 2022।
- f) दूरसंचार विभाग का पत्र संख्या 9-08/2019-20/ वित्त( पीटी) दिनांक 16 जून 2023।

**18. अनुबंध की समाप्ति**

अल्पावधि अनुबंध के आधार पर सेवानिवृत्त कार्मिकों की नियुक्ति को किसी भी पक्ष द्वारा 30 दिन की पूर्व सूचना देकर समाप्त किया जा सकता है।

उपर्युक्त नियुक्ति पूर्णतः अस्थायी और अनुबंध के आधार पर है। चयनित उम्मीदवार दूरसंचार विभाग में सलाहकारों की नियुक्ति के लिए समय-समय पर संशोधित दिशा-निर्देशों के प्रावधानों द्वारा शासित होंगे।

**संलग्न: -** जैसा कि ऊपर बताया गया है (अनुलग्नक ए, बी, सी और डी)

**Annexure-A**

**APPLICATION FORMAT FOR THE POST OF CONSULTANT**

1. Name :
2. Father's Name :
3. Present Residential Address :
4. Date of Birth (DD/MM/YYYY) :
5. Aadhar No.
6. E-mail address with Telephone No :
7. Date of entry into Government Service :
8. Date of retirement :
9. a) Last Month Basic Pay Drawn  
(on superannuation) :  
b) Scale of Pay and Designation at the time of Superannuation:
10. Basic Pension Drawn as on 31.05.2025 :
11. Educational Qualification :  
(Please attach copy of self attested certificates also)
12. Brief particulars of service with nature of duties performed for 10 years  
before retirement :

Please affix self  
attested recent  
passport size  
photo

Sl.	Name of Ministry/Dept.	Period (DD/MM/YYYY)		Post held	Nature of work done
		From	To		

--	--	--	--	--	--

13. Brief particulars of service with nature of duties performed after Retirement, if any till date :

Sl.	Name of Ministry/Dept./Organisation	Period (DD/MM/YYYY)		Post held	Nature of work done
		From	To		

14. Knowledge of Computer :

MS Word	
MS Excel	
Power Point Presentation	

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

The candidate has to submit a detailed resume on his experience, works handled in Telecom sector activities and other officer functions (Not more than 2 pages). (Refer desirable experience).

**Following documents must be attached with the application.**

- LPC of last month of service
- Latest three months pension amount (Bank/Postal statement of Pension/Saving account)
- PPO (Pension Payment Order) No. (Copy of self- attested PPO)

**Certificate**

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. I, unequivocally and unconditionally, accept all the terms & conditions of engagement as Consultant in O/O Sr. DDG NCCS Bengaluru. The consultant also undertakes that in case he/she has worked earlier in Foreign Missions before joining this organisation as consultant, he/she has already completed two years cooling off period.

Yours' faithfully,

Date:

Place:

Signature:

Full Name:



9-08/2019-20/Fin(Pt)

108330/2023

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.

*Amrta*



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

*Amanullah Tak*  
28/1/92  
(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*  
28/1/92  
(Amanullah Tak)  
Director (Finance)  
Tel: 011-23036037

Ref- 3

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.

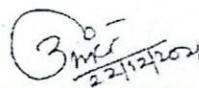
(ii) In the case of those who retired from Government Service by tendering technical resignation to join PSU/BSNL/MTNL and drawing pro-rata pension:

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 lastpay 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.



- 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 PRS 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)



भारत सरकार/Government of India  
संचार मंत्रालय/Ministry of Communications  
दूरसंचार विभाग/Department of Telecommunications

Sanchar Bhawan, 20, Ashoka Road  
New Delhi -110001

Dated: 08/02/2021

CIRCULAR No. 154

**Subject: Regulation of Remuneration in case of Contract Appointment of Retired Central Government Employees**

The undersigned is directed to forward herewith a copy of Department of Expenditure OM No. 3-25/2020-E.IIIA dated 09.12.2020 on the subject cited above for information and necessary action.

Encl: As above

  
(S C Karol)  
Director (Estt.)  
Phone: 2303 6500

Copy to:

1. PPS to Secretary (Telecom)
2. PPS to Member (T)/ Member (S)/Member (F)
3. Director General Telecom/ CGCA
4. All Advisors/ Sr. DDG (TEC)/(NTIPRIT)/(NCCS)
5. All Heads of LSAs/ CCAs
6. CMD, BSNL/ MTNL/ TCIL/ BBNL
- 7 Executive Director, C-DoT/ Dir. WMO, New Delhi
8. Director (Staff)/ Director (SEA) / Director (Civil), DoT HQ
9. Director (IT), DoT for posting this circular on the web-site of DoT
10. Dy. Secretary (Admin-I)/ (Admin-II)/ (Admin-III) & (Admin-IV), DoT
11. PAO, and all the concerned Sections, DoT, New Delhi
12. SO (Pay Bill), DoT, HQ, Sanchar Bhawan

F. No. 3-25/2020-E.IIIA  
Government of India  
Ministry of Finance  
Department of Expenditure

Dated the 9th December, 2020

Office Memorandum

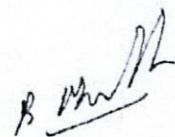
**Subject: Regulation of Remuneration in case of Contract Appointment of Retired Central Government Employees.**

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. 1-50(1)/2018-Estt**  
**Government of India**  
**Ministry of Communications**  
**Department of Telecommunications**  
**(Establishment Wing)**

\*\*\*

1108, Sanchar Bhawan, New Delhi

Dated the 10<sup>th</sup> September, 2020

**OFFICE MEMORANDUM**

**Sub: Delegation of Administrative and Financial powers to the Heads of LSAs, TEC, NTIPRIT and NCCS to engage consultants against vacant posts of Group 'B' & 'C' – reg.**

The undersigned is directed to convey the approval of Secretary (Telecom) for the delegation of administrative and financial powers to the Heads of LSAs, TEC, NTIPRIT and NCCS to engage retired Government servants/ retired officials of PSUs or Research Organizations against the vacant posts of Group 'B' & 'C' in their respective units.

2. The terms & conditions for hiring of services of the consultants shall be as under:

2.1 The numbers of vacancies that may be filled up through engagement of consultants shall be restricted to 30% of total vacancies of Group 'B' & 'C' posts in the respective units.

2.2 The consolidated fee/ remuneration payable to retired person(s) engaged as consultant on short term contract basis shall be restricted to the difference between last pay drawn (as per 7 CPC) by the retired official and basic pension plus DA at the rate applicable for central Government employees from time to time. The person so engaged shall not be eligible for other allowances and benefits. The payment will be made on monthly basis.

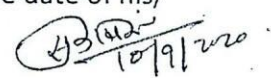
2.3 The income tax or any other Tax liable to be deducted as per the prevailing rules will be deducted at source before effecting the payment for which the Department will issue TDS certificate.

2.4 The engagement of retired personnel on short term contract basis as consultants may be resorted to only after other efforts have been exhausted viz. filling of vacancies through deputation etc.

2.5 The retired person(s) shall be appointed/ engaged on a short term contract basis initially for a period of six months. Based on his/her performance and requirement of his/her services, the contract can be further extended upto a maximum of six terms (six months each) or sixty five years of age whichever is earlier. The assessment of Head of respective unit shall be final in this regard.

2.6 Candidates should not be more than sixty five years of age on the date of his/her engagement.

2.7 Computer literacy is necessary.



2.8 The respective DoT Units would notify their requirement through official website of that unit and the local office notice board and invite applications from the retired personnel interested in taking up of short term contract.

2.9 A three-member committee under the chairmanship of the Head of respective unit would be formed to go through the applications received and draw a panel for the cadre. The empanelled list will be put up on the website. The panel can be operated by the Heads of other units as per requirement of these units and shall be valid for a period of six months.

2.10 Hiring of consultants may be done through GeM.

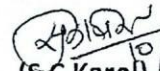
2.11 The engagement of retired personnel in short term contract basis can be terminated by either of the party with prior notice of 30 days.

2.12 These units shall forward quarterly statement to DoT HQs so as to reach the HQ by 10<sup>th</sup> of subsequent month following each quarter, showing number of consultants engaged during the quarter.

2.13 Any exception to the criteria mentioned above for engagement of retired personnel on short term contract basis shall require prior approval of DoT HQs.

2.14 The expenditure on this account is to be booked under the head Professional Services.

3. This has the concurrence of Member (Finance) in file of even number dated 31-08-2020.

  
(S-C Karol) 10/9/2020

Director (Establishment)

Tel: 011-23036500

To

1. All Heads of LSAs
2. Sr. DDG (TEC)/ (NTIPRIT)/ (NCCS)

Copy for information to:

1. PPS to Secretary(T)
2. PPS to Member (S)/ Member (T)/ Member (F)
3. Director General Telecom
4. Advisor (O)/ Advisor (T)
5. CVO/ DDG (SA)/ DDG (Trg.)/ DDG (Finance)/ DDG (Accounts)
6. Dy. Director(OL) for providing Hindi Translation
7. Director (IT), DoT for posting this OM on the website of DoT.
8. Guard file/ spare

## Annexure-C

### Desirable Conditions:

Candidates with knowledge in one or more of following will be preferred.

1. Hands on working knowledge (Installation / Configuration / O&M/ Trouble shooting) with Mobile Telecommunication Network (2G/3G/4G): MPLS & (P, PE, CE), (Metro Ethernet/ Carrier Ethernet is a transport/transmission domain technology, Next Generation Networks, BRAS, Routers, Converged Networks, IMS including VOIP.
2. Administration and Maintenance of computer networks with exposure to security Audit/management.
3. Operation System: Working Knowledge of at least one of the Oses like LINUX, Windows, Android with knowledge of shell scripting
4. Programming skills in at least one of C, C++, Java, C#, Perl, Python, PHP, Ruby etc languages.
5. Knowledge of administrative and financial rules and regulations of Central Government required to function in Headquarters division of NCCS for assisting head of unit while exercising the administrative and financial powers. Candidate must possess working knowledge of FRSR, CCS/CCA rules and experience to deal with Administrative works like Procurements, Legal, PG and Misc admin activities, etc.



## **NON-DISCLOSURE AGREEMENT**

This Non-Disclosure Agreement (hereinafter referred to as the "Agreement") is entered into on \_\_\_\_\_ (the "Effective Date"), by and between **O/o Sr. DDG, National Centre for Communication Security** (hereinafter referred to as "NCCS") and Sri/Smt. \_\_\_\_\_ (hereinafter referred to as "Consultant"), S/o. \_\_\_\_\_ (collectively referred to as the "Parties").

### **CONFIDENTIAL INFORMATION AND COOLING-OFF PERIOD**

The consultant agrees to abide by the provisions of the Indian Official Secrets Act, 1923 and not to disclose, copy, clone, sell, trade, publish or modify any confidential information related to the NCCS in any manner whatsoever including by means of reproduction either in physical, hardcopy, digital or in electronic format and agrees not to use any such information without obtaining prior written permission, during the term of the contract or thereafter. The consultant agrees that at all times, he/she shall maintain utmost secrecy of the work-related aspects, any classified /secret information relating to NCCS and shall safeguard the security of all such information/documents to which he/she has access during the course of his/her engagement and shall not disclose such information/documents without prior approval of NCCS.

Confidential information refers to any data and/or information that is related to the NCCS, in any form (physical, electronic or in digital format), including, but not limited to, oral or written. Such confidential information includes, but is not limited to, any information related to work in NCCS such as process flows, discovery, processes, techniques, programs, knowledgebase, all stakeholders, know-how or any other services related to NCCS.

The consultant undertakes that after completion of this contract, he/she shall mandatorily complete two-year cooling off period post their Government contract completion, if he/she intend to join foreign Missions/firms/think tanks.

The consultant also undertakes that in case he/she has worked earlier in Foreign Missions before joining this organisation as consultant, he/she has already completed two year cooling off period.

The consultant agrees to abide by data security policy and related guidelines issued by Department of Telecommunications.

The consultant shall keep NCCS informed of any changes in his/her address or contact details during the period of engagement.

### **RETURN OF CONFIDENTIAL INFORMATION**

The consultant agrees to return all the confidential information, available in any form (written, printed, soft files, software etc.) to NCCS upon the termination of this Agreement.



## **OWNERSHIP**

This Agreement is not transferable.

## **GOVERNING LAW**

This agreement shall be governed by and construed in accordance with the laws of Government of India.

*(Signature of the Authorized officer of NCCS)*

***Name & Designation:***

***Date:***

*(Signature of Consultant)*

***Name:***

***Date:***