



GOVERNMENT OF INDIA  
MINISTRY OF COMMUNICATIONS  
DEPARTMENT OF TELECOMMUNICATIONS  
Office of Advisor, TN-LSA  
III Floor, TN Telecom Complex  
No:60, Ethiraj Salai, Chennai-600008  
Tel.No.044-28222100 Fax.No.044-28222101

**No. Advisor TN LSA CHN/Posting & Transfer/2018-20/56 Dated:21.05.2019**

**NOTIFICATION**

**Subject:** Engagement of consultants on temporary contract basis in the  
Office of Advisor Tamil Nadu LSA- Reg.

Advisor Tamil Nadu License Service Area (LSA), Chennai, Department of Telecommunications, Ministry of Communications proposes to engage 6 Consultants (Four in Assistant Director Level & Two in Junior Telecom Officer Level) on purely temporary and on contract basis for a period of Six Months or till regular manpower is posted, whichever is earlier.

Applications are invited from retired officers of DoT/ other Central Government Department/ BSNL/ MTNL with adequate computer knowledge and having knowledge of DoT field unit works such as but not limited to maintaining/ Planning Basic Telecom/ Mobile/ NGN/ Computer Network. The consultants will be engaged on short term contract basis initially for a period of Six Months. Based on his/her performance and requirement of this office, the contract can be further extended up to a maximum of 6 terms of 6 months each or up to 65 years of age whichever is earlier.

The Advisor Tamil Nadu LSA, Chennai reserves the right to accept or reject in part or in full any or all the responses without assigning any reasons whatsoever.

Application form for the post of consultant on contract basis is at Annexure-A. Last date for submission of application is 28.06.2019. Applications received after due date will not be considered.

## **1. Nature of Duties**

- i. Coordination and monitoring of all service providers and checking of the service compliance by the licensee in respect of the license conditions and any directions issued by the licensor in public interest, including imposition of penalty, if any, in accordance with DoT guidelines.
- ii. Matters related to Electro Magnetic Radiation (EMR) emission from Telecom installations & Tarang Sanchar Portal.
- iii. Subscriber Document Verification with the objective to ascertain whether the mobile service operators are following the DoT guidelines for subscriber verification before providing connections.
- iv. Service Testing of various Licensed Service Providers in the Licence area and checking roll-out obligation as per license condition.
- v. Issues related to Mobile Number Portability
- vi. Implementation of Short Codes allocated by DoT HQ.
- vii. Monitoring of commitments made by TSPs in improving Quality of services (QoS), call drops etc.,
- viii. Making correspondence with DoT/ Licensed Telecom Service Providers/ Other Govt. agencies etc.,
- ix. BTS EMR audit for Tamil Nadu LSA area including Puducherry, Karaikal districts in Puducherry UT area.
- x. Round the clock manning of Centralised Monitoring System (CMS)/Internet Monitoring System (IMS), Operation and maintenance of CMS/IMS.
- xi. Analysis of call/subscription/traffic data of various licensees.
- xii. Making correspondence with DoT/ Licensed Telecom Service Providers/ Other Govt. agencies etc.,

- xiii. Inspection of Telecom Service Providers/ Internet Service Providers/ National/ International long Distance Service providers/ OSP Centre Infrastructure Providers Category I (IP1)/ Global card (GCC) sellers of registered companies/ Dealers/ Distributors of Telecom Service Providers vis-a-vis guidelines on the subject in the entire Tamil Nadu LSA including Puducherry, Karaikal districts in Puducherry UT area.
- xiv. Processing applications for registration under Other Service Providers (OSP) Category through Online and Offline mode and issuing Registration Certificate.
- xv. Telecommunication services and preparation of reports in response to Disaster Management.
- xvi. Monitoring of Telecommunications Services in natural calamities or emergency situations.
- xvii. Verification of VLR data.
- xviii. Matters related to NOC for selling of the global calling cards, international SIMs etc.,
- xix. Making correspondence with DoT/ Licensed Telecom Service Providers/ Other Govt. agencies etc.,
- xx. Right of Way (RoW) related issues and Coordination with concerned Central and State Government's department and institutions, local bodies.
- xxi. Network coverage /connectivity of villages for Direct Benefit Transfer (DBT) mission and of Banks in rural areas under financial Inclusion Planning (FIP).
- xxii. Making correspondence with DoT/ Licensed Telecom Service Providers/ Other Govt. agencies etc.,
- xxiii. Mobile coverage testing for remote villages in Tamil Nadu LSA area including Puducherry, Karaikal districts in Puducherry UT area.
- xxiv. Handling of public grievances / coordination with Telecom Service Providers for redressal of public grievances.



- xxv. Correspondence on Building works.
- xxvi. General works such as Parliament Question/ RTI/ Handling of Court Cases / Other Works allotted as per requirement etc.
- xxvii. Looking after the Establishment, Administration related functions and other routine office work for smooth functioning of office.
- xxviii. Other regular administrative works.
- xxix. Making correspondence with DoT/ Licensed Telecom Service Providers/ Other Govt. agencies etc.
- xxx. The Consultants shall have to go on official tour in entire Tamil Nadu LSA area to discharge the above functions as and when required.

## **2. Period of Engagement:-**

Initial contract would be for a period of Six Months extendable further up to a maximum of 6 terms of 6 months each or up to 65 years of age whichever is earlier depending on his/her performance.

## **3. Eligibility:-**

### **For Consultant in AD Level:-**

Retired Assistant Director or equivalent rank officers from DoT or any other Central/ State Govt. Department or from BSNL/ MTNL/ ITI/ TCIL/Any other PSU.

### **For Consultant in JTO Level:-**

Retired Junior Telecom Officer or equivalent rank officer from DoT or any other Central/State Govt. Department or from BSNL/ MTNL/ ITI/ TCIL/Any other PSU.

## **4. Remuneration per month:-**

The consolidated fee/remuneration payable to the retired persons engaged as Consultants will be governed as per DoT OM No. 03-11/2016/SEA-I/ (Pt.-I)/Fin dated 28.12.2017 (Annexure-B) and as amended from time to time. The retired official on his/her engagement as consultant may be allowed TA/DA for performing outstation duties as per his/her entitlement as per the prevailing rules for Consultants.

**5. Age Limit:-**

Candidate should not be more than 64 years of age on the last day date of application.

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

The data collected /produced as well as deliverables produced for the O/o Advisor Tamil Nadu LSA, Chennai 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 Advisor TN LSA, Chennai, 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.

**7. 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.

**8. Closing date for submission of applications:-**

Up to 1700 Hrs. of 28.06.2019

**9. Selection procedure:-**

A selection committee shall be constituted for this purpose.

**10. How to apply:-**

As per enclosed format named as Annexure- A.

**11. Special Condition:-**

The Consultant should have to perform outdoor duties in all over the Tamil Nadu LSA Jurisdiction. Those who are not able to perform outdoor duties need not apply.

**12. Application to be forwarded to:-**

DDG (Admin), O/o Advisor LSA, TN LSA, DoT, IIIrd Floor, TN Telecom Complex, No.60, Ethiraj Salai, Egmore, Chennai-600 008.

**13. Vacancies:-**

Six at Chennai (Four in Assistant Director Level & Two in Junior Telecom Officer Level).

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

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



**(G.Kalai Vani, ITS)**  
**Deputy Director General (Admin.)**  
O/o The Advisor, TN-LSA  
DoT, Chennai-08.  
Phone No.044-28250030  
Mob No: 9444991818  
Email Id: [ddga.tn-dgt-dot@gov.in](mailto:ddga.tn-dgt-dot@gov.in)

**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. E-mail address with Telephone No :
6. Date of entry into Government Service :
7. Date of retirement :
8. Last Month Basic Pay Drawn  
(on superannuation) :
9. Basic Pension Drawn as on 31.05.2019 :
10. Educational Qualification :
11. Brief particulars of service with nature of duties performed for 10 years  
before retirement :

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



12. Brief particulars of service with nature of duties performed for after retirement till date :

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

13. Knowledge of Computer :

|                          |  |
|--------------------------|--|
| MS Word                  |  |
| MS Excel                 |  |
| Power Point Presentation |  |

14. 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 relatively to Telecom sector activities and other officer functions (Not more than 2 pages).

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

- 1) LPC of last month of service
- 2) Latest three months pension amount (Bank/Postal statement of Pension/Saving account)

**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.

Yours' faithfully,

Date:

Place:

Signature:

Full Name:



File No. 03-11/2016/SEA-I (Pt I)/Fin  
Government of India  
Ministry of Communications  
Department of Telecommunications  
(Finance Branch)

Room No. 717, Sanchar Bhawan,  
20, Ashok Road, New Delhi - 110 001

Dated 28 December 2017

**OFFICE MEMORANDUM**

The undersigned has been directed to convey the approval of the Competent Authority towards revision of remunerations being paid to the retired Government servants engaged in Department of Telecommunications (Head Quarters) with effect from 1<sup>st</sup> January, 2016 as under:

**(a) In the case of Government servants retired after 01.01.2016 engaged as consultant:**

*The consolidated fee/ remunerations for the consultants shall be restricted to an amount equal to the difference between the last basic pay (as per 7<sup>th</sup> CPC) drawn by the retired officer and basic pension (as per 7<sup>th</sup> CPC), plus dearness allowance on the difference as applicable to the Central Government Servants from time to time.*

**(b) In the case of Government servants retired prior to 01.01.2016:**

*In case of those engaged as consultants in DOT H Qrs. who retired prior to 01.01.2016 i. e. before implementation of 7<sup>th</sup> CPC, their last pay drawn shall be fixed notionally in accordance with para 4 of DOP&PW OM No.38/37/2016-P&PW(A) dated 12.05.2017 i.e., their last pay may be fixed notionally in the pay matrix recommended by the 7<sup>th</sup> CPC in the level corresponding to the pay in the pay band and grade pay at which they retired. The consolidated fee/ remunerations for the consultants shall be restricted to an amount equal to the difference between the last basic pay arrived as above and basic pension (as per 7<sup>th</sup> CPC), plus dearness allowance on the difference as applicable to the Central Government Servants from time to time.*

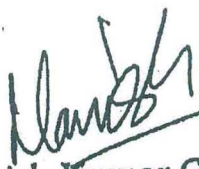
**(c) In the case of retired officers from PSUs viz. BSNL, MTNL etc.,:**

*The remunerations of such PSU employees engaged as consultants may be fixed by multiplying both the notional basic pay as per 6<sup>th</sup> CPC and basic pension of PSU retirees by factor 2.57 and their difference plus Dearness Allowance on the difference as as per 7<sup>th</sup> CPC at the rate applicable to Central Government Servants from time to time or the existing remunerations, whichever is higher.*

2. Para 4 of OM No. 3-2/2009-SEA-I dated nil February, 2010 and para 1 (iv) of the approved policy for "Engagement of Consultants" issued vide OM No. 03-10/2014-SEA-I/Fin. Dated 28.02.2015 stands modified to the extent stated in para 1 of this OM w. e. f. 01.01.2016.

3. The nodal sections/wings of DOT HQ will revise the consolidated fee/remunerations in respect of the consultants working in their wings on the basis of copy of the letter from the Department/Ministry from which they retired (giving details of revision of pension) addressed to CPAO with copy given to pensioners. The remuneration so revised should be got vetted for the first time from IFD before making payment.

4. The above revision of the consolidated fee/ remunerations as per 7<sup>th</sup> CPC and its implementation will be applicable in respect of consultants engaged in various wings of DOT HQs as well as in CCA Offices.

  
(Manish Kumar Gupta)  
Director (F)

Copy to:

1. Sr. PPS to the Secretary (T),
2. Sr. PPS to the Member (F)/Member (S)/Member (T),
3. Sr. PPS to the Adviser (F),
4. Sr. PPS to the Additional Secretary (T),
5. Sr. PPS to the Administrator, USOF,
6. PS to Jt. Secretary (A)/Jt. Secretary (T)
7. Sr. Deputy Directors General, LFP, TEC in DoT, HQ, New Delhi,
8. Director General, NICEF,
9. All Deputy Directors General in DoT, HQ, New Delhi,
10. All Principal Controllers/Controllers of Communications Accounts in DoT,
11. Under Secretary (SEA) for uploading on DoT Website
12. Guard File