



No. 1-34/2022-DGT/1-Part(2)

Government of India

Ministry of Communications

Director General Telecom HQ (DoT)

2nd floor UIDAI Building, Bangla Sahib Road, Behind Kali Mandir, New Delhi-110001

Dated 06.08.2024

### NOTIFICATION

**Subject: Engagement of consultants for the posts of JTO (Junior Telecom Officer) on a temporary contract basis in the O/o DGT-Reg.**

O/o Director General Telecom (DGT), Department of Telecommunication [DOT], Ministry of Communications, having office at Delhi proposes to engage 3 (Three) number of consultants against the vacant post of Group 'B' on purely temporary and on contract basis initially for a period of one year extendable further up to a maximum of Three years (or) till the consultant attains the age of sixty-five years or till regular manpower is posted, whichever is earlier as per the following:

#### **JTO- 3**

Applications are invited from retired Government servants/retired officials of PSUs /BSNL/MTNL (Retired on attaining age superannuation) (or) Research Organizations with adequate computer knowledge and preferable having knowledge of DoT works as mentioned at any of the works as stipulated in the Section no.1 (ie. Nature of Duties) of this notification. The consultants will be engaged on short term contract basis initially for a period of 1 Year. 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 earlier.

The Director General Telecom, DOT, New Delhi reserves the right to accept or reject in part or in full any or all the responses without assigning any reasons whatsoever. The format of application form for the post of consultant on a contract basis is attached as Annexure A. The last date for submission of application is 30 days from publishing this notification on the DoT website. Applications received after the due date will not be considered.

#### **1. Nature of Duties**

For Group B posts at O/o DGT

Work may be assigned in any of the following verticals of DGT HQ with the works mentioned under them as below:

**a. Administration & HR**

General Administration matters, Staff/Establishment Matters, DDO and related functions, RTI/Public Grievances/Parliamentary Questions/Assurances related matters, tendering & Procurement related works, Matters related to Court cases, VIP references & Misc. admin activities etc.

**b. Security Vertical**

Matters related to National Security and Lawful Interception, CMS/IMS related issues, Illegal activities and grey market related matters in telecom networks, Matters related to projects like TAF COP, GMA, ASTR, DIU, CEIR, and other miscellaneous related matters etc.

**c. Licensing Compliance & Rural Vertical**

Matters related to PM-WANI, Subscriber Verification/CAF, EMF, Roll out Obligation, Tarang Sanchar/MNP. Matters related to telemarketers and TRAI Recommendations, Mobile coverage in rural areas and any other related miscellaneous work etc.

**d. Technology**

Matters related to IT infrastructure and management, 5G, IOT, block chain, Social Media Handling, Design/Development & Maintenance Related Activities of Web Sites and Web Portals, Maintenance of e-office of DGT HQ and LSAs. Coordination with Various wing of DoT and LSA field units etc.

**2. Period of Engagement:**

- a. The consultants will be engaged on short term contract basis initially for a period of one year. 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 earlier.
- b. The engagement of consultants would be on full time basis and they would not be permitted to take up any other assignment during the period of engagement as consultant in O/o DGT.
- c. The engagement of consultants would be of temporary nature against the task assigned and can be cancelled at any time by DGT without assigning any reason whatsoever.

**3. Eligibility:**

Retired from CDA Scale with substantive grade of Level 7 (For JTO) of the 7th CPC or equivalent IDA Scale or holding analogous post, Retired Assistant Director or equivalent rank officer from DoT or higher post upto Level 10 of any other central/state Govt. department or Retired Sr. SDE/DET/DGM or equivalent rank officer from BSNL MTNI/ITI/TCIL/ or any other PSU. The candidate should have flair in noting/drafting.

Preference will be given to applicants from DOT/BSNL/MTNL background. Retired person from BSNL/ MTNL under VRS-2019 are also eligible to apply in accordance to DOT OM No. 9-08/2019-20/Fin(Pt) dated 16.06.2023.



#### **4. Remuneration and allowance per month:**

- a. For Retired Central/State Government officials: As per GOI Ministry of Finance Department of Expenditure letter no. 3-25/2020-E.IIIA dated 09.12.2020 (Annexure-D) or amended from time to time.
- b. For retired PSU employees: As per DoT OM No. 03-10/2014-SEA-I/Fin. dated 28-03-2022(Annexure-E) or amended from time to time.
- c. The amount of remuneration so fixed shall remain unchanged for the term of contract.
- d. No increment or Dearness allowance shall be allowed during the term of contract. The person so engaged shall not be eligible for other allowances and benefits except Transport allowance, TA/DA & leave as detailed below. The payment will be made on monthly basis.
- e. The income tax or any other tax liable to be deducted as per the prevailing rules will be deducted at source and for this Department will issue TDS certificate.

#### **5. Allowances:**

Consultants shall not be entitled to any kind of allowance or accommodation facility e.g. Dearness allowance, Transport facility, Residential Accommodation, Personal staff, CGHS and Medical reimbursement etc.

#### **6. TA/DA:**

No TA/DA shall be admissible for joining the assignment or on its completion. A fixed amount of last drawn TA allowance on retirement shall be paid as Transport allowance for the purpose of commuting between the residence and the place of work for retired government servants. Fixed TA amount of Rs. 3600/- shall be paid to the retired PSU Employees which is admissible transport allowance for the JTO post (Level 7) in Class X City. The retired government/PSU official on his/her engagement as consultant may be allowed TA/DA on official tour, if any, as per their entitlement at the time of retirement.

#### **7. Leave:**

Consultants shall be eligible for 1.5 days paid leave of absence for each completed month of service in a Calendar year. No remuneration for the period of absence in excess of the admissible leave will be paid to consultants. Also, un-availed leave shall neither be carried forward to the next calendar year nor encashed.

#### **8. Working hours**

The consultants shall have to work as per the working hours of the Ministry of Communications. However, depending on the exigency of work, one may be required to come 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 requires late sitting or coming on holidays.

#### **9. Age Limit:**

Candidate should not be more than 63 years of age on the last date of application.

## **10. Confidentiality of data and documents:**

The data collected/produced as well as deliverables produced for the O/o DGT, 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 proceeding or information collected for the purpose of this assignment or during the course of assignment from the O/o DGT, UIDAI Building, 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 released by the office. Non-Disclosure Undertaking in the Annexure C.

## **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 of Telecom (DoT). No contract employee will be allowed to take up any other assignment during the period of engagement.

## **12. Closing date for submission of applications:**

Up to 17:00 Hrs. of 30<sup>th</sup> day from publishing of this notification on DoT Website.

## **13. Selection Procedure:**

A selection panel shall be constituted for this purpose and it will be valid for a period of 6 months. The decision of the department in the matter of selection of consultants shall be final and binding.

A Selection committee shall first shortlist the applications on the basis of criteria decided by it. Thereafter, the committee may hold a personal interaction (interview) with the shortlisted candidates. All the members of the committee will separately assign the marks to interviewed consultants. Those securing highest marks shall be recommended by the committee for engagement. In case of stalemate, the decision of committee shall be final. Criteria for shortlisting could be experience in the relevant field, depth of knowledge, qualification etc.

Panel of suitable candidates will be maintained in the order of their ranking in selection process. The consultants will be engaged from the panel on requirement and job profile. After selection of suitable candidate(s) from the panel for appointment as consultant and obtaining necessary approvals of the competent authority, an offer letter shall be issued to successful candidates clearly indicating the terms and conditions of engagement.

No consultant shall be allowed to join without first submitting an undertaking towards acceptance of the terms and conditions as mentioned in the offer letter.

## **14. How to Apply:**

As per enclosed format named as Annexure A. Application may be forwarded to following address as mentioned at S. No. 17 by post or mail the scanned copy along with duly filled Annexure B & Annexure C.

## **15. Vacancies:**

**Three (03) Group B (JTO)** in O/o DGT, DoT. The mentioned vacancy may vary at any time (either increase or decrease) depending on the actual requirement. The 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.

**16. Accident, Injury etc. during the period of engagement:**

O/o DGT, shall not be responsible for any loss, accident, damage, injury suffered by the contract employees whatsoever arising in or out of the execution of his/her work, including travel.

**17. Application to be forwarded to:**

Subject: Application for the post of Consultant in the O/o DGT, Department of Telecommunications, New Delhi.

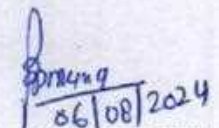
Address: AD-I, Admin & HR, Room No. 206, O/o DGT, 2nd floor UIDAI Building, Bangla Sahib Road, Behind Kali Mandir, New Delhi-110001

Email: [ada.hq-dgt-dot@gov.in](mailto:ada.hq-dgt-dot@gov.in)  
Phone 011-23746143

**18. Termination of contract:**

The contract may be terminated by either of the party with prior notice of 30 days in writing. The above said engagement is purely on a temporary and contract basis.

Encl. The format of Application as Annexure-A,B,C, D & E (as mentioned above).

  
Director (Admin & HR)  
DGT HQ, Room No. 211,  
2<sup>nd</sup> Floor, UIDAI Building,  
Bangla Sahib Road, New Delhi.  
Ph. No. 011-23746147,  
Email-id: [dirta.hq-dgt-dot@gov.in](mailto:dirta.hq-dgt-dot@gov.in)

Copy To:

1. PSO to DGT, Sanchar Bhawan, New Delhi.
2. DDG (Estt.)/Director (Estt.), DoT HQ, New Delhi.
3. Director (IT), DoT HQ, New Delhi for publishing on DoT Website under 'Vacancies'.
4. GM (Pers), BSNL Corporate office, BSNL, Janpath, New Delhi for wider circulation.
5. GM (Pers), MTNL Corporate office, CGO Complex, New Delhi for wider circulation.
6. ED, MTNL, Kidwai Bhawan, New Delhi for wider circulation.
7. E-office Notice Board.
8. Office Copy.

**APPLICATION FORMAT FOR THE POST OF CONSULTANT (JTO-Level 7)**

Recent passport  
size photograph  
(Self Attested)

1. **Name:**
2. **Father's Name:**
3. **Present Residential Address:**
4. **Aadhaar Number:**
5. **Date of Birth (DD/MM/YYYY):**
6. **Email address with telephone number:**
7. **Date of entry into government service:**
8. **Date of retirement:**
9. **Last month basic pay drawn (on superannuation):**
10. **Basic Pension drawn as on \_\_\_\_\_:**
11. **Last drawn TA (on Superannuation):**
12. **Educational qualification (Pl. attach copy of self-attested certificate):**
13. **Brief particulars of service with nature of duties performed for 10 years before retirement**

S. No	Name of Ministry/Dept.	Period (DD/MM/YYYY)		Post Held	Nature of work done
		From	To		

*ADW*  
06.08.2017

**14. Brief of service with nature of duties after retirement till date**

S. No	Name of Ministry/Dept.	Period (DD/MM/YYYY)		Post Held	Nature of work done
		From	To		

**15. Knowledge of computer**

MS Word	
MS Excel	
Any other (Please specify)	

**16. 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 related to Telecom sector activities, and other official functions. (Not more than 2 pages)

**17. The 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)
3. PPO (Pension Payment Order)- Copy of self-attested PPO

AMM  
06.05.2024

ANNEXURE B

DECLARATION

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; and that I unequivocally and unconditionally accept all the terms & conditions of this notification No. \_\_\_\_\_  
Dated: \_\_\_\_\_

Yours faithfully

Date:

Signature:

Full Name:

Place:

*ABMY*  
*06.08.2014*



NON-DISCLOSURE UNDERTAKING

To,

Director General Telecom  
Department of Telecommunications  
UIDAI Building, Bangla Sahib Road, New Delhi-110001

Sir,

I hereby undertake to

-treat all the information that comes to my knowledge as part of my duties in this office as confidential information and keep it strictly confidential.

-not to sell, trade, publish or otherwise disclose to any one in any manner whatsoever including by means of reproduction either in physical, hardcopy, digital or in electronic format.

to hold such confidential information in trust and confidence both during and after the terms of my engagement

not to engage in any other employment/occupation/consultancy or any other activity during my engagement with O/o DG Telecom, DoT which would otherwise conflict with my obligations towards O/o DG Telecom, DoT.

-to abide by data security policy and related guidelines issued by Department of Telecommunications.

shall not resort any corrupt practices in any aspect and at any stage during the tenure of engagement

2. In the event of my termination or employment for any reason whatsoever, I shall promptly surrender and deliver to the O/o DG Telecom, DoT any records/material, equipment, documents or data which is of confidential nature.

3. I shall keep O/o DG Telecom, DoT informed of any change in my address or contact details during the period of my engagement.

4. I understand that I can be terminated at any point of time for breach of the above conditions and can be proceeded against under the relevant laws for the time being in force.

5. For the purpose of this undertaking, Confidential Information means any information received from any source, whether in physical, electronic or in digital format.

Yours faithfully,

(Sign): \_\_\_\_\_

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Dated: \_\_\_\_\_

Contact No. \_\_\_\_\_

*AMM*  
*06.08.2014*

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.

*Handwritten signature and date:*  
06.08.2024  
B. M. N.

- 2 -

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.

*M. M. M.*  
06.08.2024

*S. M. M.*

- 3 -

### 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

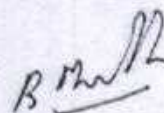
8.1 The term of appointment shall ordinarily be for an initial period not exceeding one year which is extendable by another one year. Beyond two years after the age of superannuation where adequate justification exists, the term may be extended based on a review of the task and the performance of the 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.

*Manthan*  
06.08.2024

891969/2023/Administration and HR  
 36023/2023/OTG (E) TDR (EO-DR)

2-12/2022-DGT/1(Part3)  
 195081/2022-2023 (E) (PP-1)

Annexure-C

ANNEXURE E

No.3-10/2014-SEA-I/Fin.  
 Government of India  
 Ministry of Communications  
 Department of Telecommunications  
 (Integrated Finance Division)

New Delhi, dated 29 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 PSU's 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-I 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.

Page 1 of 2

2-12/2022-DGT/1(Part3)  
19508122018-2022(DGT))

891969/2023/Administration and HR  
180289/2023/DDG(E&A) D&R (EO, DR)

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

*Amanullah Tak*  
29/11/22  
(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. Spere copy for publishing on DoT's eoffice notice board.

*Amanullah Tak*  
29/11/22  
(Amanullah Tak)  
Director (Finance)  
Tel: 011-23036037

Page 2 of 2

*Alamy*  
06.05.2024