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No.13015/2/2015-Genl  
Government of India  
Ministry of HI & PE  
Department of Public Enterprises

Public Enterprises Bhawan,  
Block No.14, CGO Complex,  
Lodhi Road, New Delhi-110003  
Dated, the 28<sup>th</sup> May, 2019

**OFFICE MEMORANDUM**

**Subject: Proposal to engage a suitable retired person as Consultant in DPE**

The Department of Public Enterprises intends to engage one Consultant who has retired from Central Government Service at the level of Section Officers in the Grade Pay of Rs.4800/- or Rs.5400/- (7<sup>th</sup> CPC Pay Matrix Level-8 Rs.47600-151100 or Level-9 Rs. 53100-167800/-). He/She should have experience in Administration/Record Management/Finance/Procurement /Parliament matters/ Legal matters/RTIs & Grievances and have working knowledge of Computer. The engagement will be initially for one year and may continue further subject to his/her performance & availability of vacancies. The maximum age limit for engagement as Consultant is 65 years.

2. The person so engaged would draw the consultancy fee based on his/her last Pay Drawn (Basic Pay + Grade Pay) minus Pension plus prevalent D.A. on residual amount.
3. The willing & eligible retired/retiring Officers of Central Government may send their BIO-Data and contact details, specially mentioning the details of their experience/Grade Pay Drawn in the enclosed format (Annexure-I) to the Under Secretary (Admn), Room No. 424, Block No.14, CGO Complex, Lodhi Road, New Delhi within 15 days from the date of issue of this OM.
4. Ministries/Departments are requested to give wide publicity to this notice among their staff and bring it to the notice of their attached offices.



(Samsul Haque)

Under Secretary to the Govt. of India  
Tele.No. 011-24360823

To

1. All Ministries/Departments.
2. NIC, DPE with the request to upload the Notice in official Website of DPE.
3. Notice Board.

APPLICATION FORMAT FOR ENGAGEMENT AS CONSULTANT IN THE DEPARTMENT  
OF PUBLIC ENTERPRISES, M/O HEAVY INDUSTRIES & PUBLIC ENTERPRISES

(Affix recent pp size photo)

1. Name
2. Father's name
3. Date of Retirement
4. Office where last worked
5. Designation last held
6. Last pay drawn & pay scale
7. Mailing address
8. Mobile No.
9. E-mail ID
10. Education Qualification
11. Work Experience (Add separate sheet if required)

Organization/ Institute	Post held	Period		Nature of work	Remarks
		From	To		

Place :

Date :

(Signature)