

F.No.21/07/2019-CS-I(P)  
Ministry of Personnel, Public Grievances Pension  
Department of Personnel & Training  
(C.S.I Division)  
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2<sup>nd</sup> Floor, 'A' wing,  
Lok Nayak Bhawan,  
Khan Market, New Delhi  
Dated 4<sup>th</sup> October, 2019

**OFFICE MEMORANDUM**

**Subject:- Engagement of Retired Government Officers as Consultant on contract basis in the Directorate General of Health Services as Under Secretary level**

The undersigned is directed to circulate the vacancy Circular No. A-22017/2/2013-Admn-I dated 26<sup>th</sup> September, 2019 (along-with enclosures) received from Ministry of Health and Family Welfare inviting application from retired Under Secretary or equivalent or and above, well versed with Establishment/Administration Rules and procedure and who have served in Central Secretariat, for engagement as Consultant on contract basis for a period of one year or till the vacancy is filled up on regular basis whichever is earlier.

2. It may be noted that cadre clearance from C.S.I Division will be required in case of Under Secretary and above level officers of CSS applying for deputation

3. In case of any further clarification, applicants are requested to contact the concerned Ministries/Departments.

*S.K. Das Gupta*  
(Sanjay Kumar Das Gupta)

Under Secretary to the Government of India  
Tele:- 24629412

To,

All Ministries/Departments (through DOPT's website)

मिसिल संख्या A.22017/02/2013-प्रशासन-1 (खंड-1)

भारत सरकार

स्वास्थ्य एवं परिवार कल्याण मंत्रालय

स्वास्थ्य सेवा महानिदेशालय

(प्रशासन-1 अनुभाग)

निर्माण भवन नई दिल्ली

दिनांक 26 September, 2019.

**परिपत्र**

**विषय: - Engagement of Retired Government Officers as Consultant on contract basis in the Directorate General of Health Services, at Under Secretary level.**

Directorate General of Health Services invites application from retired Under Secretary or equivalent or and above, well versed with Establishment/Administration Rules and procedure and who have served in Central Secretariat, for engagement as Consultant on contract basis for a period of one year or till the vacancy is filled up on regular basis whichever is earlier. The consultant will be deployed in Dte.GHS (HQ) as well as other subordinate offices located in New Delhi. Detailed terms and conditions for engagement of consultants are Annexed. The eligibility criteria and other details are as follows:

1	No. of consultants to be engaged on contract basis	02
2	Maximum Age limit	62 years on the date of application
3	Place of assignment	Directorate General of Health Services and its subordinate offices located in New Delhi
4	Assignments	1. Framing and Amendments of Recruitment Rules. 2. Handling of Court Cases; and 3. Other administrative & establishment matter.

2. Interested persons who will also retire in the month of September, 2019 on attaining the age of superannuation and possess good health, and are in a position to join immediately may submit their particulars in the enclosed format along with relevant documents to the Section Officer, Administration-I Section, Directorate General of Health Services, Ministry of Health & Family Welfare, Room No. 553 A-wing, Nirman Bhawan, New Delhi on or before 10<sup>th</sup> October, 2019.

3. Ministries/Departments may also give this circular a wide publicity among their staff and bring it to the notice of their attached offices.

संलग्न:- यथोपरी

**जितेंद्र**  
(जितेंद्र सिंह)

उप निदेशक (प्रशासन)

टेलीफोन संख्या-23062814

सेवा में:-

1. All Ministries/Departments of the Government of India.
2. Under Secretary, CS.I Section, DoPT, Lok Nayak Bhawan, Khan Market, New Delhi for uploading in their website.
3. Notice Board/All Section of Dte. GHS/ Dte. GHS website.

प्रतिलिपि:-

1. Sr. PPS to DGHS.
2. IT Cell, Dte.GHS for uploading this Circular on the website of dghs.gov.in.

ड०(८)/शकक  
30/9/19  
15/11/19

AnnexureTerms and Conditions for engagement as Consultant in the Directorate General of Health Services.

1. The consultant shall perform the services as assigned to him/her by his/her controlling officer/Administration Division.
2. The normal working hours would be from 9.30 a.m. to 6.00 p.m. with a lunch break of 30 minutes from 1.30 p.m. to 2.00 p.m. from Monday to Friday. The consultant will mark his/her attendance in Aadhar Enabled Biometric Attendance System.
3. In special circumstances, the Consultant could be called for services on holidays or beyond normal working hours.
4. The consultancy will start from the date he/she join initially for a period of one year.
5. The consultant shall be paid a remuneration as per the formula of last pay drawn minus pension plus DA at existing rate. The remuneration for services rendered in a month shall be payable in subsequent month.
6. Directorate General of Health Services shall have the right to examine/ review the services provided by him/her at any time.
7. The consultant shall perform his/her obligations under his/her consultancy with all necessary skills, diligence, efficiency and economy.
8. No other facility whatsoever except remuneration shall be provided to him/her by the Directorate General of Health Services in his/her capacity as Consultant.
9. The Directorate shall not be responsible for any loss, accident, damages/injury suffered by him/her whatsoever arising in or out of the execution of his/her work, including travel.
10. During the terms of the consultancy, he/she shall not be engaged in any private business or professional activity which could conflict with the interest of the Government .
11. The Consultant shall treat all official information as confidential and use the same only for purpose of the performance of the services.
12. The consultancy can be terminated by either side by giving at least 15 days prior notice.
13. He/She will be allowed a day's absence per month with remuneration. If this is not availed in a particular month the same shall be carried forward and can be availed in the next or subsequent month, but not more than three days' absence in a single spell shall be allowed.



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APPLICATION FORMAT FOR ENGAGEMENT AS CONSULTANT IN THE  
DIRECTORATE GENERAL OF HEALTH SERVICES

Name

Father's Name

Aadhar Number

Date of Birth

Date of Retirement

Office where last worked

Designation last held

Last pay/Pension drawn (Basic)

Mobile Number

E-mail ID

Correspondence Address

Permanent Address

Educational Qualification

Work Experience (Add separate sheet if required)



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

Place

Date

(Signature)