

A-11012/3/2021-Estt.
Government of India
Ministry of Panchayati Raj
(Establishment Section)

11th Floor, Jeevan Prakash Building,
25- K.G. Marg, New Delhi
Dated the 20th April, 2023

OFFICE MEMORANDUM

Subject: Engagement of One Adviser (Retd. JS & above Level Officer) in Ministry of Panchayati Raj- regarding

Ministry of Panchayati Raj (MoPR) proposes to engage **One Adviser (Retd. JS & above Level Officer)** on contract basis. A Vacancy Circular in this regard is enclosed.

2. In order to give wide publicity to the advertisement, DoP&T is requested to kindly upload the same on their official website.

(Subhash Sangwan)
Under Secretary to the Government of India
Tel: 011-23315693

To

Under Secretary, CS I Division
Department of Personnel & Training
Lok Nayak Bhawan, Khan Market
New Delhi

OFFICE MEMORANDUM

Subject: Inviting applications from retired Governments Officers of Joint Secretary & above level for engaging as Advisor in the Ministry of Panchayati Raj on contractual basis.

Ministry of Panchayati Raj invites applications from retired Governments Officers not below the rank of Joint Secretary Level for engagement as Advisor on contractual basis initially for one year which is extendable on year to year basis as per the requirement of the Ministry. The details are as under:

Name of the post	Advisor
Number of the post	01
Period of engagement	initially for one year which is extendable on year to year basis as per the requirement of the Ministry
Job Location	Ministry of Panchayati Raj, 11th Floor, Jeevan Prakash Building 25, K.G. Marg, New Delhi
Work experience	An expert having experience of handling various GIS/Geo-spatial technology related projects.
Age eligibility	Not more than 63 years on last date of application submission.
Remuneration	Last basic pay drawn minus basic pension plus Transport Allowance as applicable.
Terms & Conditions of the Contract	<ol style="list-style-type: none">I. The engaged Advisor will be governed by the Official Secrets Act, 1923, as amended from time to time and will not disclose to any unauthorized person(s) any information/data that may come to their notice during the period of their engagement as Advisor(Retd) in the Ministry. All such documents will be the property of the Government.II. He will not utilize or publish or part with to a third party, any part of the data or statistics or proceedings or information collected for the purpose of his assignment or during the course of, assignment for the Department without the express written consent of the Department.III. The Intellectual Property Rights (IPR) of the data collected as well as deliverables produced for the Ministry shall remain with the Ministry.IV. He will be completely accountable for any advice or any service rendered by them during his engagement in this Ministry in view of norms of ethical business and professionalism.V. He must act, at all times in the interest of Ministry of Panchayati Raj and render any advice/service with professional integrityVI. He will maintain highest standards of integrity,

	<p>transparency, competitiveness, courtesy and efficiency while working as Advisor (Retd) in this Ministry.</p> <p>VII. The Advisor (Retd) so appointed shall in no case represent or give opinion or advice to others in any matter which is adverse to the interest of the Ministry nor they indulge in any activity outside the terms of the contractual assignment.</p> <p>He will maintain unconditional devotion to duty adherence to the rules such as punctuality, office discipline and decorum, positive attitude towards work as well as due courtesy to the superior</p>
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Terms and Conditions:

The terms and conditions of engagement of the Adviser is regulated as per the Guidelines for engagement of Retired Government Officers at the level of Joint Secretary and Above as Consultants/Advisers in MoPR issued vide this Ministry's OM no. A-11012/3/2021-Estt dated 4th August, 2021 and subsequent Addendum of even no. dated 18th January, 2023 and revised from time to time. The same may be referred in the Ministry website www.panchayat.gov.in

Submission of Application:

The applications are to be submitted through e-mail at subhash.sangwan@nic.in, with the subject "Application for post of Adviser (Retd. JS & above Level Officer)", within **21 days** from the date of publication of the advertisement.

Incomplete application not supported with self-attested relevant documents will not be entertained.

(Subhash Sangwan)
Under Secretary to the Government of India
Tel: 011-23315693

Copy to:

1. DoP&T with the request for uploading on the website of DoP&T to give wide publicity.
2. NIC Cell for uploading on MoPR Website
3. PPS to JS(Governance)