



GOVERNMENT OF INDIA
Ministry of Communications
Department of Telecommunications
The Office of the Principal Controller of Communication Accounts
Tamil Nadu Circle, Chennai – 600028



No.PCCA/TN/Admn/Engagement of Consultant/Gr.B &C/22-23 Dated: 02 Aug 2022

NOTIFICATION

Sub : Engagement of retired personnel as Consultants in the level of Group 'B' &'C'- regarding.

Office of Pr.CCA, Tamil Nadu Circle, Department of Telecommunications, Ministry of Communications, Chennai proposes to engage consultants in the level of Group 'B' (Sr.Accountant/Personal Assistant/Stenographer Gr.I) & Group 'C'(JA/Stenographer Gr.II/LDC/MTS) from officials retired from organized Accounts services of Department of Telecommunications/ Posts, other organized Accounts Services of Govt. of India and BSNL/MTNL for engagement on short term contract basis as Consultant, initially for a period of 6 months from the date of engagement and extendable for a further period depending upon the exigencies of service, provided it shall not be extended beyond 5 years after superannuation.

Accordingly, applications are invited from retired personnel who fulfil the following eligibility conditions.

1. Must have retired from Central Govt. service/ BSNL/MTNL at the level indicated above.
2. The upper age limit should not exceed 65 years, as on the last date of submission of application for the post.
3. Must have working knowledge of computer.

II. The engagement of Consultants shall be subject to the following conditions:

- a) The retired Government servant himself/herself should apply expressing clearly the willingness for his/her engagement as Consultant stating his/her suitability for the broad nature of work.
- b) The person must be able to work in computer, should be proficient in noting, drafting and examining proposals.
- c) The consultant will not be entitled for any kind of allowances other than transportation allowance as per Department of Expenditure O.M.No.F.No.3-25/2020-E.IIIA dated 09.12.2020. They will also not be entitled to telephone facilities, CGHS/ Medical reimbursement, staff car and residential accommodation from Central Government pool.

Contd....2

- d) Working hours shall normally be from 09.30 am to 06.00 pm during working days including half an hour lunch break in between. However, in exigencies of work, they may be required to sit late and may be called on Saturday/Sunday and other Gazetted holidays.
- e) The retired official on engagement as consultant may be allowed leave at the rate of 1.5 days for each completed month of service. To perform outstation duties, TA/DA as per entitlement before retirement will be paid.
- f) The services of consultant can be terminated at any time without assigning any reason whatsoever. However, if the consultant is not willing to continue for whatsoever reasons, he/she may give minimum one month's notice to the office.
- g) The O/o PCCA reserves right to accept/reject responses without assigning reasons whatsoever. The decision of CCA, TN, DoT shall be final in all respects.
- h) No typing/stenographic assistance shall be provided.
- i) The consolidated fee/remuneration for the consultants shall be restricted to the difference between last basic pay drawn (as per 7th CPC) by the retired official and basic pension (as per 7th CPC) plus transport allowance drawn at the time of retirement and the remuneration shall be regulated as per Ministry of Finance, Department of Expenditure O.M.No.F.No.3-25/2020-E.IIIA dated 09.12.2020. The person so engaged shall not be eligible for any other allowances and benefits. The payment will be made on monthly basis in arrears.
- j) Tax Deduction at source : The Income Tax or any other tax liable to be deducted as per the prevailing rules will be deducted at source before effecting the payment for which the Department will issue TDS certificates. Service Tax as applicable shall be payable extra at the prevailing rates.
- k) The above notification is also available on the office website- <http://cgca.gov.in/ccatn>.
- l) Timely completion of targeted work is the essence of engagement of consultants.
- m) Engagement of consultants on short term contract basis will be governed by the orders/instructions issued by Govt. of India from time to time.

The willing and eligible personnel may submit their application to the Accounts Officer(Admn), O/o Pr.CCA, Tamil Nadu Circle, 238, R.K. Nagar Telephone Exchange Building, 7th Floor, R.K. Mutt Road, Chennai-600028 (dyccaad.ccatn@nic.in) in the prescribed format (Annexure-I) with supporting documents so as to reach by 25.08.2022.


Jt. Controller of Communication, Accounts(Admn)

Copy to :-

1. All Chief General Managers, BSNL, TN Circle/CHTD/CNTS
2. GM(PAF), TN Circle, Chennai
3. Dy.,CGCA, NICF campus, Ghitorni, New Delhi-110001 for information with a request to post the circular in the CGCA website for wide publicity.
4. System Administrator for uploading in CGCA website.
5. Notice Board, R.K. Nagar Building/Ethiraj Salai Building.
6. e office notice board.

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 GOVT. SERVICE :
7. DATE OF RETIREMENT :
8. LAST PAY DRAWN (AS PER 7th CPC- Copy of PPO enclosed) :
9. PENSION DRAWN (AS PER 7th CPC) :
10. EDUCATIONAL QUALIFICATIONS :
11. BRIEF PARTICULARS OF SERVICE WITH NATURE OF DUTIES PERFORMED (starting from appointment to retirement):

S. No.	Name of Ministry/ Deptt	Period (MM/YYYY)		Post held	Nature of Work
		From	To		

12. Knowledge of Computer :

MS Word	
MS Excel	
Power Point Presentation	

13. ADDITIONAL INFORMATION, IF ANY, IN SUPPORT OF YOUR SUITABILITY FOR THE POST.

This is to certify that no disciplinary proceeding 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: