

**F.No. A-43/1/2021-Admin-1/E-18404**  
**Government of India**  
**Department of Animal Husbandry and Dairying**  
**Ministry of Fisheries, Animal Husbandry and Dairying**

Krishi Bhawan, New Delhi-110001

Dated the September, 2021

**OFFICE MEMORANDUM**

**Subject:- Engagement of Two (02) Consultants for Rajbhasha Hindi related work in the Department of Animal Husbandry and Dairying amongst Retired Central Government/ State Government / PSUs /Autonomous bodies / Statutory bodies on contract basis – reg.**

The undersigned is directed to say that Department of Animal Husbandry and Dairying, M/o Fisheries, Animal Husbandry and Dairying proposes to engage two (02) consultants for Hindi language related work amongst the retired officers of the Central/ State Government/ PSUs/ Autonomous bodies/ Statutory bodies previously holding the posts related to translation work from Hindi to English and vice-versa. The copy of advertisement and format of application is enclosed.

2. It is requested to hoist the advertisement on the website of DoP&T for wide circulation of vacancy among the eligible candidates.

Encl: As above.



(C.L. Gautam)

Under Secretary to the Government of India

Tel: 23383340

To  
Shri Amit Ghosal  
Under Secretary (CS-IU)  
Department of pension & Pensioners' Welfare,  
Lok Nayak Bhawan, Khan Market,  
Sujan Singh Park, New Delhi-110003.  
{Email:- uscs1-dopt@nic.in}

Copy for similar action to:

1. NIC, DAHD for uploading on the Department's website and e-office portal.



(C.L. Gautam)

Under Secretary to the Government of India

Tel: 23383340

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**Government of India**  
**Department of Animal Husbandry and Dairying**  
**Ministry of Fisheries, Animal Husbandry and Dairying**

**Krishi Bhawan, New Delhi-110001**  
**Dated, the 14<sup>th</sup> September, 2021**

**CIRCULAR**

**Subject: Engagement of Two (02) Consultants for Rajbhasha Hindi related work in the Department of Animal Husbandry and Dairying amongst Retired Central Government/State Government/PSUs/Autonomous bodies/ Statutory bodies – reg.**

It is proposed to engage Two (02) retired Government employees to work as full time Consultants in the Department of Animal Husbandry and Dairying, Krishi Bhawan, New Delhi.

2. Willing and eligible retired officers of the Central Government/ State Government/ PSUs/ Autonomous bodies/ Statutory bodies may send their bio-data as per Annexure attached (Overleaf) to the Under Secretary, Estt.(Hqrs.), Room No. 435, Krishi Bhawan, New Delhi **on or before 30.09.2021**. The eligibility, terms & conditions and remuneration are as under: -

**Eligibility:**

- (i) Must have retired from Central Government/ State Government/PSUs/ Autonomous bodies/Statutory bodies as Deputy Director (OL)/ Assistant Director (OL) or equivalent level. Retired Senior Translation Officer with five years experience will also be considered.
- (ii) Must be well acquainted with the functioning of Government/ Ministries.
- (iii) Have experience of translation from Hindi to English and vice-versa.
- (iv) The maximum age limit for all categories of Consultant will be 65 years.

**Remuneration & Entitlement:**

The Consultant will be paid a consolidated remuneration restricted to an amount equal to the last pay drawn minus pension plus applicable allowances in terms of Department of Expenditure's instructions/ guidelines. Retired officials not drawing pension will be paid a consolidated remuneration based on the post last held by them.

**Terms & Conditions:**

- (i) The initial engagement of a person as Consultant shall be for a period of one (01) year, which can be extended, based on requirement of DAHD and performance of the constant concerned, with the concurrence of the Competent Authority for a maximum period of one year at a time and not more than 03 terms excluding initial period of engagement.
- (ii) The Consultant should maintain absolute confidentiality and secrecy of the information handled by him/her during the contract and even after termination of contract, failing which the consultant will be liable for suitable action, as deemed fit.
- (iii) The Consultant shall have to perform duties/ services as assigned to him/ her by his/ her controlling officer with all the necessary skills, diligence, efficiency and economy.
- (iv) No other facilities shall be provided. The person engaged on contract basis shall not be entitled to any other benefits viz. Provident Fund, Pension, Insurance, Gratuity, Medical etc.

Application Format For Engagement of Consultant in DAHD

1.	Name	Photograph			
2.	Father's name/ Husband Name				
3.	Date of Birth				
4.	Nationality				
5.	E-mail id with Telephone/ Mobile No.				
6.	Date of Retirement and the Post from which Retired (enclose a copy of retirement order)				
7.	PPO Number (enclose copy)				
8.	Name of Ministry/ Department from which retired				
9.	Address of communication				
10.	Educational Qualification				
11.	Details of Experience (Add a separate sheet, if required)				
	Organization/ Institute	Period		Nature of Work	Remarks
		From	To		

Declaration

I, \_\_\_\_\_, do hereby declare that particulars furnished above are true and correct to the best of my knowledge. I understand and agree that in the event of any information being false/ incorrect/ incomplete or ineligibility being detected at any time before or after the selection, my candidature is liable to be rejected and I will be bound by the decision of Department of Animal Husbandry and Dairying, Ministry of Fisheries, Animal Husbandry and Dairying in this regard. All the terms and conditions of engagement as mentioned in the circular are acceptable to me.

Place:

Signature:.....

Date:

Full Name of the applicant:.....