

No. A-12026/01/2021-Admn-I (E-18780)
Ministry of Fisheries, Animal Husbandry & Dairying
Department of Animal Husbandry and Dairying
[Establishment (Hqrs.)]

Krishi Bhawan, New Delhi – 110 001

Dated, the 11th July, 2024

CIRCULAR

Subject: Engagement of one Advisor/Consultant on contract basis in the Ministry of Fisheries, Animal Husbandry and Dairying (Department of Animal Husbandry and Dairying) – Preparation of panel - reg.

The undersigned is directed to say that the Ministry of Fisheries, Animal Husbandry & Dairying (Department of Animal Husbandry and Dairying) proposes to prepare a panel of Advisor/Consultant for engagement on contract basis to fill up one vacancy at Joint Secretary/ Director level. Persons retired from the posts of Joint Secretary/ Director or equivalent in the Government of India, State Governments, attached/Subordinate offices of the Government of India are eligible for the position of Advisor/Consultant in the specialization as given in **Annexure-I**. The short-listed candidates will be considered for engagement as per the requirement of the Ministry.

2. Interested and eligible applicants may submit their particulars “strictly in the enclosed format (**Annexure - II**) along with CV and relevant documents” to Establishment (Hqrs) (Admn.I) Section, Department of Animal Husbandry and Dairying, Room No. 435-A, Krishi Bhawan, New Delhi-110001 latest by **26th July, 2024 (05:00 PM)**.
3. The engagement of Advisor/Consultants on contract basis will be subject to terms & conditions mentioned at **Annexure-III**.
4. Department of Animal Husbandry and Dairying reserves the right to accept or reject any application without assigning any reason.

Encl.: As Above.

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11/7/24

(Vikash Kumar Vikrosy)

Under Secretary to the Government of India

To,

1. All Ministries/Departments of Government of India.
2. The Director (CS Division), DoP&T, Lok Nayak Bhawan, New Delhi - with a request to post the same on DoP&T website.
3. NIC with a request to upload this circular on the website of the Department.

ANNEXURE - I

ADVERTISEMENT OF THE POST

1.	No. of Advisor/Consultants to be engaged on contract basis	One
2.	Period of engagement	Initially for a period of one year with effect from the date selected candidates joins duty. May further be extended on year-to-year basis, subject to functional requirements and also subject to appraisal of the performance.
3.	Age limit	Should not be more than 64 years of age on the last date for receipt of application.
4.	Remuneration and entry-level requirement	As per the guidelines of the Department of Expenditure issued vide O.M. No.3-25/2020-E.IIIA, dated 09.12.2020 and as at Annexure-III .
5.	Place of work	Ministry of Fisheries, Animal Husbandry and Dairying, Department of Animal Husbandry and Dairying, Krishi Bhawan/Chandralok Building, New Delhi.
6.	Qualifications Specialization in	Should have specialization in matters relating to International Trade activities of the Department, formulation of policies for export and import of livestock and livestock products, and execution thereof, coordination/negotiation with various national and international agencies/countries.

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ANNEXURE - II

APPLICATION FORM FOR THE POST OF ADVISOR/ CONSULTANT ON CONTRACT BASIS IN THE MINISTRY OF FISHERIES, ANIMAL HUSBANDRY AND DAIRYING (DEPARTMENT OF ANIMAL HUSBANDRY AND DAIRYING)

I. Personal Details:

1.	Post applied for	Advisor/ Consultant
2.	Name of the applicant (Block Letters)	
3.	Father's / Husband's name	
4.	Date of birth (DOB)	
5.	Nationality	
6.	Permanent address	
7.	E-mail (block letters)	
8.	Contact No.	
9.	Last post held in the government service prior to retirement along with the name of organization (with PPO)	
10.	Pay level/ Grade Pay of the last post held	

II. Educational Qualifications: (Please attach self-attested copies)

S. No.	

III. Professional experience: (Please attach self-attested copies)

S. No.	Name of the organization	Post held (prior to retirement)	Period of service

I solemnly affirm that the above declaration is true and I understand that in the event of the declaration being found to be incorrect after my appointment, my services are liable to be terminated.

Signature with date

[Handwritten Signature]
11/7/24

ANNEXURE-III

TERMS AND CONDITIONS

1. Issues related to remuneration, age limit, leave, etc. shall be as stipulated in the guidelines issued by the Department of Expenditure, vide their OM dated 09.12.2020, read with their OM dated 07.07.2017.
2. **Confidentiality of data and documents:**
 - The Consultant will maintain absolute confidentiality and secrecy of the information handled by him. The secrecy and confidentiality are to be maintained even after the termination of the engagement.
 - The intellectual Property Rights (IPR) of the data collected as well as deliverables by the Consultant produced for the Department:/organization shall remain with the Department/organization.
 - No Consultant shall utilize or publish or disclose or part with, to a third party, any part of the data or statistics or proceedings or information collected for the purpose of this assignment or during the course of assignment for the Department/organization, without the express written consent of the Department/organization.
 - The Consultant shall be bound to hand-over the entire set of records of assignment to the Department before the expiry of the contract, and before the final payment is released by the Department/organization.
 - The Consultant would be required to sign a non-disclosure undertaking.
3. **Conflict of interest:**
 - The Consultant appointed by the Department, shall in no case represent or give opinion or advice to others in any matter which is averse to the interest of the Department/organization nor will he indulge in any activity outside the terms of employment/contractual assignment.
 - The Consultant shall not claim any benefit/ compensation/ absorption/ regularization of service with this Ministry under the provision of Industrial Disputes Act, 1947 or Contract Labour (Regulation and Abolition) Act, 1970.
4. **Termination of Agreement:**

The Ministry reserves the right to terminate the contract at any time without giving any notice and also without assigning any reasons.

Handwritten signature
11/7/24