



**DEBTS RECOVERY TRIBUNAL-I,**  
Govt. of India, Ministry of Finance, Deptt. of Financial Services  
SCO 33-34-35, 2<sup>nd</sup> Floor, Sector-17-A, Chandigarh.  
Email:drt1chandigarh-dfs@nic.in, Phone No.0172-2972159, 2972157

No : DRT – I/CHD/2022-23/547

Date : 19.09.2022

**CIRCULAR**

**Subject : Inviting Applications for Engagement of Retired Government Servants.**

Debts Recovery Tribunal – I, Chandigarh intends to engage the services of retired Central Government/ State Government/High Court/District Court officials on contract basis as per details given below. **Officials due for retirement in the month of September/October 2022 are also eligible to apply.**

S. No.	Post	No. of Posts	Pay Level as per 7 <sup>th</sup> CPC
1.	Assistant	1	Level 6
2.	Accounts Assistant	1	Level 6
3.	Stenographer	2	Level 6

2. The eligibility and terms & conditions are as under:

(i).	<b>Eligibility</b>	:	
	<b>Assistant (01)</b>	:	Persons retired from the post of Assistant or equivalent (Pay Level 6 or equivalent) from Central Government/State Government/High Court/ District Court and possessing knowledge and experience of Administration/Establishment and RTI matters.
	<b>Accounts Assistant (01)</b>	:	Persons retired from the post of Accounts Assistant or equivalent (Pay Level 6 or equivalent) from Central Government/State Government/ High Court/ District Court and possessing knowledge and experience of Audit and Account matters, PFMS, Cash Book, Court Fees, GeM.
	<b>Stenographers (02)</b>	:	Persons retired from the post of Stenographer or equivalent (Pay Level 6 or equivalent) from Central Government/State Government/ High Court/ District Court and possessing knowledge and experience Stenography in English with minimum speed of 80 WPM
(ii).	<b>Age</b>	:	Should not have attained the age of 63 years as on last date of application

(iii).	<b>Period of Engagement</b>	:	The period of engagement will be initially for a period of one year which is extendable, subject to satisfactory performance and requirement of services, till regular incumbent becomes available. However, in the event of being found unsuitable/ under performance, no notice will be served and the official will be relieved forthwith without any notice or notice-pay. The engagement will be purely temporary.
(iv).	<b>Job Location</b>	:	Debts Recovery Tribunal – I, Chandigarh
(v).	<b>Remuneration</b>	:	Last Pay drawn minus pension plus TA, in accordance with O.M. No. 3-25/2020-E.IIIA dt 09.12.2022 issued by Department of Expenditure, Ministry of Finance ( <b>Annexure – I</b> ), as amended from time to time.
(vi).	<b>Leave</b>	:	Maximum 1.5 days of paid leave for every month of engagement completed.
(vii).	<b>Working Hours</b>	:	<ul style="list-style-type: none"> <li>➤ Normal Office timing are from 10:00AM to 06:00 PM but the nature of duties require working beyond office hours.</li> <li>➤ May require to attend office on holidays depending on exigencies of work.</li> </ul>
(viii).	<b>How to apply</b>	:	<p>The applications in the prescribed format (complete in all respects) along with requisite documents i.e.</p> <ul style="list-style-type: none"> <li>➤ Copy of PPO</li> <li>➤ Last Pay Certificate</li> <li>➤ Bank Details</li> <li>➤ Copy of Aadhaar Card</li> <li>➤ Copy of PAN Card</li> </ul> <p>may be sent to the following address:  The Registrar, Debts Recovery Tribunal – I  SCO 33-34-35, Sector 17A, Chandigarh  <b>or email to <a href="mailto:regdrt1cgarh-dfs@nic.in">regdrt1cgarh-dfs@nic.in</a></b></p>
(ix).	<b>Last date for receipt of application</b>	:	25 <sup>th</sup> October 2022

3. The willing and eligible officials may submit their duly filled applications in the enclosed proforma (**Annexure – II**) along with other required documents before the closing date. Applications received with incomplete information or received beyond the closing date will not be entertained.

  
**(AK Puri)**  
**Registrar**

F. No. 3-25/2020-E.IIIA  
Government of India  
Ministry of Finance  
Department of Expenditure

Dated the 9th December, 2020

**Office Memorandum**

**Subject: Regulation of Remuneration in case of Contract Appointment of Retired Central Government Employees.**

The undersigned is directed to say that Ministries/Departments appoint retired Central Government employees on contract basis, including as Consultants on contract basis. However, at present there are no uniform guidelines for regulation of remuneration in such cases.

2. The existing instructions of Department of Personnel and Training, as contained in their Central Civil Services (Fixation of Pay of Re-employed Pensioners) Orders, 1986, as amended from time to time, provide for regulation of pay in case of re-employment. However, the instructions of Department of Personnel & Training as contained in their OM No. 26012/6/2002- Estt (A) dated 9.12.2002 provides that re-employment beyond the age of superannuation of 60 years shall not be permissible. Also, as per their OM No. 3(3)/2016-Estt (Pay II) dated 1.5.2017, the pay plus gross pension on re-employment is not to exceed Rs.2,25,000/-, i.e. Pay Level 17 as applicable to an officer of the level of Secretary to the Government of India.

3. Aforementioned instructions of Department of Personnel & Training on pay fixation in case of re-employment apply only to persons appointed on re-employment. These are not applicable to persons employed on contract basis except where the contract provides otherwise. Accordingly, in cases of appointment of retired Central Government employees on contract basis after the age of superannuation at 60 years, the instructions on pay fixation on re-employment will not directly apply.

4. Department of Personnel & Training has also informed that they are in the process of drafting a Note for Committee of Secretaries (CoS) regarding guidelines for engagement of retired Government servants as Consultant in Government Ministries and Department. In view of this, till Department of Personnel and Training finalizes their guidelines, there is a need to regulate remuneration in such cases of contract appointment of retired Central Government employees on a uniform basis. The matter has, therefore, been considered and it has been decided that regulation of remuneration in case of appointment of retired Central Government employees on contract basis, including as consultants, shall be regulated as provided hereinafter.

*B. M. H.*

5. At the outset, such appointments shall not be made as a matter of practice and must be kept at a bare minimum. Such appointments may be made only in the justified exigencies of the official work where public interest is served by appointment of the retired employee. While making such appointments, adequate functional necessity with clear grounds must be placed before the appointing authority.

**6. Remuneration**

6.1 A fixed monthly amount shall be admissible, arrived at by deducting the basic pension from the pay drawn at the time of retirement. The amount of remuneration so fixed shall remain unchanged for the term of the contract. There will be no annual increment / percentage increase during the contract period.

**Example**

An employee retired in the Pay Level 13 and the pay at the time of retirement was Rs. 1,55,900. Thus, the basic pension will be Rs. 77,950. If the employee is appointed on contract basis, including as Consultant, the remuneration shall be fixed at Rs.77,950 (1,55,900-77950).

6.2 The basic pension to be deducted from the last pay drawn shall be the pension as fixed at the time of retirement and as such, if the employee has availed of the commuted value of pension, the commuted portion of pension shall also be included in the portion of pension to be deducted. Thus, in the above example, if 40% of pension was commuted, the commuted portion shall be Rs. 31,180 (40% of 77,950) and the pension actually drawn shall be Rs. 46,770. However, the amount of pension to be deducted from the last salary shall be Rs 77,950.

6.3 No Increment and Dearness Allowance shall be allowed during the term of the contract.

**7. Allowances**

**7.1 House Rent Allowances**

No HRA shall be admissible.

**7.2 Transport Allowance**

An appropriate and fixed amount as Transport Allowance for the purpose of commuting between the residence and the place of work shall be allowed not exceeding the rate applicable to the appointee at the time of retirement. The amount so fixed shall remain unchanged during the term of appointment. However, retired employees engaged as consultants may be allowed TA/DA on official tour, if any, as per their entitlement at the time of retirement.

*R. M. M.*

7.3 **Leave of absence**

Paid leave of absence may be allowed at the rate of 1.5 days for each completed month of service. Accumulation of leave beyond a calendar year may not be allowed.

8. **Term of Appointment**

8.1 The term of appointment shall ordinarily be for an initial period not exceeding one year which is extendable by another one year. Beyond two years after the age of superannuation where adequate justification exists, the term may be extended based on a review of the task and the performance of the contract appointee, provided it shall not be extended beyond 5 years after superannuation.

8.2 The consultant shall sign an agreement of confidentiality with the Government of India containing a clause on Ethics and Integrity.

9. **Exemptions**

The terms of appointment provided for in these orders shall not apply to cases and to the extent where the Appointments Committee of Cabinet has allowed special terms OR where special provisions have been allowed with the approval of the Department of Personnel & Training OR Department of Expenditure.

10. These orders shall apply to appointments made in the Central Government and shall be effective from the date of issue of the orders, until further orders or until instructions are issued by DoPT regulating remuneration of retired Government employees on their engagement as consultants. The past cases shall not be reopened in the light of these orders until the normal term of those past cases. Any relaxation of the above will be required to be referred to Department of Expenditure.



(B.K. Manthan)  
Deputy Secretary

To,

All the Ministries and Departments of the Government of India as per the standard list.

**ANNEXURE – II****APPLICATION FOR ENGAGEMENT**

1.	Name	:		Affix latest passport size photograph
2.	Post Applied For	:		
3.	Date of Birth	:		
4.	Age as on 25.10.2022	:		
5.	Date of Retirement	:		
6.	Name & Address of Office from which retired	:		
7.	Post held on regular basis	:		
8.	Pay Level in which retired	:		
9.	Last Pay Drawn	:		
10.	Monthly Pension Sanctioned	:		
10.	Adhaar No	:		
11.	PAN No	:		
12.	PPO No.	:		
13.	Address for Correspondence	:		
14.	Contact No	:		
15.	e-mail id	:		
16.	Educational Qualifications	:		

17.	Experience Details			
Name of Ministry/ Dept/ Orgn	Period		Designation	Brief details of the work handled
	From	To		

**Declaration**

I hereby declare that information given above by me in this application is true and complete to the best of my knowledge and belief. I further declare that I was clear from vigilance angle at the time of retirement. I have read this document and ready to accept the terms and conditions for engagement.

Place:

Date:

Signature of applicant

Name: \_\_\_\_\_