



**Application for the post of Medical Consultant (Retired Medical Officer) 01 Male / 01 Female in University of Allahabad**

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1	Full Name (in Block Letters)	
2	Father's/Husband's Name	
3	Date of Birth	
4	Contact details	Mobile No./ Tel. No. Email ID
5	Address for communication	  PIN: <input type="text"/>
6	Date of Joining of Government Service	
7	Age as on date	
8	Whether SC/ST/OBC	
9	Whether Physically handicapped	
10	Date of retirement and the post from which retired (enclose copy of retirement order)	
11	Name of the University/ Department from which retired	
12	Last Pay Drawn (Please enclose Copy)	
13	Education/ Technical Qualification (Please enclose copy of Certificate/ Mark Sheet)	
14	Details of Computer Knowledge	
15	Brief particulars of Experience of the last 10 years (assignment-wise) [A separate sheet may be annexed)	

I hereby declare that the particulars furnished above are true and correct to the best of my knowledge and belief. I understand and agree that in the event of any information being found false OR incorrect / incomplete or ineligibility being detected at any time before or after selection / interview, my candidature is liable to be rejected and I shall be bound by the decision of the University of Labour & Employment. I have read this circular and ready to accept all the terms and conditions for engagement of Consultants.

Signature

Place:  
Date

(Full name of the applicant)

## Terms and conditions:

1. The initial engagement of a person as consultant will be for the period as given in the Terms of Reference (ToR) or one year, whichever is less. After expiry of initial term, engagement may be extended, based on requirement of the University and performance of Consultant(s) concerned, with the concurrence of AS&FA/ JS&FA & approval of Secretary (L&E), for a maximum period of one year at a time. Relaxation may be given in deserving cases.
  - a) The appointment of Consultants would be on full-time basis and they would not be permitted to take up any other assignment during the period of Consultancy in the University of Labour & Employment.
  - b) The appointment of Consultant is of a temporary (non-official) nature against the specific jobs.
2. Remuneration: The maximum amount of monthly consolidated fee and Local Conveyance payable to different categories of Consultants shall be as under:

Level of Pay in Pay Matrix	Remuneration	Conveyance Allowance
Level 5 to Level 7 of the Pay Matrix (Equivalent to Pre-revised Pay Scale with GP of ~ 2400/- to ~ 4600/-)	~ 30,000/-	Rs. 3,000/-
Level 8 to 10 (GP of ~ 4800 to ~ 5400)	~40,000/-	
Level 11 (GP of ~ 4800 to ~ 5400)	~ 50,000/-	
Level 12 and 13 (GP of ~ 7600 and ~ 8700)	~ 60,000/-	Rs. 5,000/-
Level – 14 and above	~ 75,000/-	

*Note 1 - The total monthly remuneration and the Pension drawn by the consultant shall not be more than the Last Pay Drawn by him calculated at the current rates of Dearness Allowance.*

*Note 2 - Enhanced remuneration may be paid to deserving officials on case to case basis with the approval of Secretary (L&E) and IFD of University of Labour & Employment on account of special expertise/ experience in the concerned field.*

3. Allowances: Consultants shall not be entitled to any kind of allowance or accommodation facility e.g. Dearness Allowance, Transport Facility, Residential Accommodation, Personal Staff, CGHS, and Medical Reimbursement etc. However, Conveyance allowance shall be paid at the rates mentioned in the table above (Para 2).
  - a) TA/DA: No TA/DA shall be admissible for joining the assignment or on its completion. Foreign travel of Consultants is not permitted at all. However, should they require to travel inside the country in connection with the official work of the University, TA/DA as admissible to a regular employee of the same grade, he/she retired from, will be paid to him/her after obtaining approval of the competent authority.

- b) Drawl of Pension: A retired Government official appointed as consultant shall continue to draw pension and the dearness relief on pension during the period of his engagement as consultant. His/her engagement as Consultant shall not be considered as a case of re-employment
- c) Leave: Consultants shall be eligible for Eight (08) Days leave in a calendar year on pro rata basis. No remuneration for the period of absence in excess of the admissible leave will be paid to Consultants. Also, un-availed leave shall neither be carried forward to next year nor en cashed.
- d) Tax Deduction at Source (TDS): TDS as admissible shall be deducted from the monthly remuneration of Consultants. A TDS certificate shall be issued by the concerned DDO on demand.
- e) Working Hours: Consultants may follow the normal working hours as prescribed (i.e. 09:00 AM to 05:30 PM). However, as per the exigency one has to sit late to complete the time bound work. Attendance would be made through Biometric Attendance System.

#### 4. CONFIDENTIALITY OF DATA AND DOCUMENTS

- a) The intellectual Property Rights (IPR) of the data collected as well as deliverables produced for the University/ Department/ Organization shall remain with the University/ Department/ Organization
- b) No one 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 his assignment or during the course of assignment for the University/ Department/ Organization, without the express written consent of the University/ Department/ Organization.
- c) The consultant shall be bound to hand-over the entire set of records of assignment to the University/ Department/ Organization before the expiry of the contract and before the final payment is released by the Department/ organization.

#### 5. TERNIMATION OF ENGAGEMENT

University/ Department/ Organization may terminate the engagement in following conditions:

- a) The Consultant is unable to address the assigned work;
- b) Quality of the work is not to the satisfaction of the Department;
- c) The Consultant fails in timely achievement of the milestones as finally decided by
- d) the University/ Department/ Organization;
- e) The Consultant is found lacking in honesty and integrity.

***Note: The University reserves the right to terminate the engagement, by serving fifteen (15) days' written notice on the Consultant. Termination shall be effected on the day right after the completion of fifteen (15) days of delivery of such notice.***

- 6. RIGHTS OF THE UNIVERSITY -The University has the right to cancel the advertisement, and not go for engagement of Consultant, at any stage. It may accept or reject any or all applications, without giving any reasons there for, whatsoever.

