भारतीय दूरसंचार विनियामक प्राधिकरण
Telecom Regulatory Authority of India

सत्यमेव जयते

भादूविप्रा
TRAI

F. No. A-25/13/(1)/2026-HR (21099) Dated: November 17, 2026

Vacancy Circular No. C-08/2026-27

Opening date of application	**17th November 2026**
Closing date of application	**07th December 2026**

Advertisement for Engagement (hiring) of Consultant (Retired Government Servant) in TRAI Camp Office-Guwahati and Mumbai on Contract Basis.

Telecom Regulatory Authority of India (TRAI), New Delhi is a statutory body set up under an Act of Parliament viz., TRAI Act, 1997. TRAI has been established to regulate the Telecommunications Services and to protect the interest of service providers and consumers of the telecom sector, to promote and ensure orderly growth of the telecom sector and for matters connected therewith or incidental thereto. The functions relating to regulation of Broadcasting and Cable Services Sectors have also been entrusted to TRAI from 2004.

2. Applications are invited from eligible Indian Citizens for engagement as Individual Consultant **(Retired Government / PSU / Autonomous Body/ Statutory Body)** for the following position on contract basis:

Consultant (Retired Govt. Servants) in Level-6 (Against Assistant)

Particulars	Details
Name of the position	Consultant (Retired Govt. Servant)
Number of Consultant required	**Two (02)** (One post each in Guwahati and Mumbai, under Regional Office Kolkata and Hyderabad respectively)
Time frame for which the Consultant is to be hired	One year
Age limit	Upper age limit, **64 years** as on the date of Vacancy Circular
Monthly Remuneration	As per the **Table-I / Table-II in para 3**
Essential Educational qualification	Bachelor's degree from a recognized university/Institution

Desirable Educational Qualification	Post Graduation from a recognized university/Institution
Essential Work Experience	Retired Officers of Central/State Govt/Departments /PSU /Autonomous Bodies carrying the **pay level 06** & above at the time of retirement (as per 7th CPC/equivalent level of IDA scale) and should have **minimum 15 years of total work experience** as on date of issue of vacancy circular.
Desirable Work Experience	Experience of working in Telecom/Broadcasting sector or in central Regulatory Bodies.
Details of work to be Performed	1. Assist in establishing and operationalising the Camp Office at Guwahati/Mumbai (as the case may be), including arranging accommodation, furniture, equipment, stationery and other essential facilities. 2. Manage official correspondence, emails, telephone calls, dak, and receipt and dispatch records. 3. Prepare, type, process and dispatch official letters, notes, reports, statements and other documents in a timely manner. 4. Maintain and update physical and electronic files, registers, databases and other official records. 5. Coordinate meetings, appointments, field visits, consumer-awareness programmes and other official activities, including logistical arrangements and preparation of meeting materials. 6. Undertake data entry, printing, scanning, photocopying and other document-related work. 7. Assist in processing bills, claims, procurement documents and other financial and administrative matters. 8. Maintain proper records of office assets, stationery, supplies and inventory. 9. Liaise with TRAI RO Kolkata/ Hyderabad (as the case may be) and other concerned agencies for correspondence, document exchange and administrative requirements. 10. Any other duty that may be assigned by Advisor, RO or Secretary, TRAI from time to time.

3. **Monthly Remuneration:**

3.1 For Govt. Servants retired from Pensionable Organisations / DOT PSUs:

TABLE-I

S. No.	OM No. & Date	Applicable for	Methodology for fixation of Remuneration
1	Deptt. Of Expenditure OM No. 3-25/2020-E.IIIA dated 09.12.2020	Central Govt. retirees having pension.	A fixed monthly amount shall be admissible arrived by deducting the basic pension from the pay drawn at the time of retirement.

2	DoT Lt. No. 3-10/2014-SEA-I/Fin dated 29.03.2022	Retired DoT PSU's employees.	The equivalent level of post in the Central Government at which the retired PSU employee is proposed to be appointed on contract basis is to be ascertained. Then the notional pay of such post in Central Govt. may be arrived at by taking the mean of Cell-1 and Cell-10 of the corresponding Pay level of such post. The sum so arrived may be treated as last basic pay and 50% of such basic pay may be allowed as remuneration.
3	Deptt. Of Expenditure OM No. 03-25/2020-E.III(A)/ Pt dated 18.10.2023	Central Govt. retirees under the NPS.	An amount equivalent to 30% of the last basic pay as drawn at the time of retirement shall be deducted from the last basic pay and resultant amount shall be the fixed monthly amount as remuneration.

3.1.1. Transport allowance for Govt. Servants retired from Pensionable Organizations/ DOT PSUs shall be fixed as per Department of Expenditure **OM No. 3-25/2020-E.IIIA dated 09.12.2020**

3.2 For Govt. Servants retired from Non-Pensionable Organisations including PSUs / Autonomous body / Statutory Body etc:

TABLE-II

S. No.	Category	Methodology for fixation of Remuneration	Transport Allowance
1	Retired from Non-Pensionable Organizations including PSU/Autonomous Body / Statutory Body etc.	An amount equivalent to last basic pay as drawn at the time of retirement from Non-Pensionable Organization plus 5% of basic for per year of additional post-retirement experience (rounded off) in the relevant field, if any.	Rs. 8000/- (Fixed) per month

4. Consultant (Retired Government Servant) shall be engaged initially for a period of one year, which may be further extended based on TRAI's requirements and mutual consent (**up to the age of 65 years**). At the time of engagement, the consultant should be in good health and capable of effectively performing their official duties.

5. The Services of the **Consultant (Retired Government Servant)** will be governed by the Telecom Regulatory Authority of India **Guidelines No. A-25/4/(3)/2021-A&P dated 05.08.2025**. The General Terms and Conditions of engagement are enclosed as **Annexure-A**.

6. Eligible candidates (**meeting the age, qualification & experience criteria**) who wish to be considered for the position of **Consultant (Retired Govt. Servant)** in TRAI Camp office – Guwahati /Mumbai must submit their applications **online only** through the **URL: https://vacancies.trai.gov.in**. Applications received through any other means, such as post or email, will not be considered. The last date for receipt of online applications is **07th December 2026.** All eligible candidates are required to **upload clear and legible self-attested copies** of the following documents along with their online application:

(a) **Date of Birth Certificate** [Secondary school certificate or 10th class Mark Sheet (showing date of birth), Birth Certificate issued by Municipal Authority].

(b) **Educational qualification(s)** [From 10th class onwards. **Degree certificates – Provisional or Final** – must be uploaded along with **mark sheets of all semesters**.]

(c) **Post qualification experience/employment.**

(d) **Copy of PPO** (in case of retired from pensionable organization)

(e) Any other relevant documents.

7. Incomplete applications, or applications submitted without the supporting documents mentioned in **Para 6(a) to 6(d) above**, shall not be considered.

8. TRAI reserves the right to cancel the process of selection/appointment for the post of **Consultant (Retired Government Servant) – TRAI Camp Office Guwahati / Mumbai** advertised herein at any time without assigning any reasons.

(D.S. Jadaun)
Senior Research Officer (HR)
email: sro-hr@trai.gov.in

Internal circulation for information: -

1. OSD, O/o Chairperson, TRAI
2. Sr. PPS /PPS to Member, TRAI
3. Sr. PPS to Secretary, TRAI
4. All Principal Advisors/Advisors [HQ], TRAI.
5. JA (IT) - with a request to upload the same in the TRAI website.
6. National Career Services (NCS) Portal
7. Notice Board.

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क्रमांक: ए-25/13/(1)/2026-एचआर (21099) **दिनांक: 17 नवंबर 2026**

रिक्ति सूचना संख्या: सी-8 / 2026-27

आवेदन शुरू होने की तारीख	**17 नवंबर 2026**
आवेदन प्राप्त होने की अंतिम तारीख	**07 दिसंबर 2026**

ट्राई के गुवाहाटी और मुंबई स्थित कैंप कार्यालयों में संविदा के आधार पर परामर्शदाता (सेवानिवृत्त सरकारी कर्मचारी) की नियुक्ति हेतु विज्ञापन

भारतीय दूरसंचार नियामक प्राधिकरण (ट्राई), नई दिल्ली एक वैधानिक निकाय है जिसकी स्थापना संसद के एक अधिनियम, अर्थात् ट्राई अधिनियम, 1997 के तहत की गई है। ट्राई की स्थापना दूरसंचार सेवाओं को विनियमित करने और दूरसंचार क्षेत्र के सेवा प्रदाताओं और उपभोक्ताओं के हितों की रक्षा करने, दूरसंचार क्षेत्र के व्यवस्थित विकास को बढ़ावा देने और सुनिश्चित करने और उससे जुड़े या उसके आनुषंगिक मामलों के लिए की गई है। प्रसारण और केबल सेवा क्षेत्रों के विनियमन से संबंधित कार्य भी 2004 से ट्राई को सौंपे गए हैं।

2. निम्नलिखित पद के लिए व्यक्तिगत **परामर्शदाता (सेवानिवृत्त सरकारी / सार्वजनिक क्षेत्र के उपक्रम / स्वायत्त निकाय / सांविधिक निकाय)** के रूप में नियुक्ति हेतु पात्र, भारतीय नागरिकों से आवेदन किए जाते हैं:

लेवल-06 में परामर्शदाता (सेवानिवृत्त सरकारी कर्मचारी) - सहायक के पद के विरुद्ध

विशेष	विवरण
पद का नाम	परामर्शदाता (सेवानिवृत्त सरकारी कर्मचारी)
आवश्यक परामर्शदाता की संख्या	**दो (02)** (क्षेत्रीय कार्यालय कोलकाता और क्षेत्रीय कार्यालय हैदराबाद के अंतर्गत गुवाहाटी और मुंबई में **एक-एक पद**)
समय सीमा जिसके लिए परामर्शदाता को नियुक्त किया जाना है	एक वर्ष

आयु सीमा	रिक्ति परिपत्र की तारीख को **अधिकतम आयु सीमा 64 वर्ष** है।
मासिक पारिश्रमिक	**अनुच्छेद 3** में दी गई **तालिका-I / तालिका-II** के अनुसार।
आवश्यक शैक्षिक योग्यता	किसी मान्यता प्राप्त विश्वविद्यालय / संस्थान से **स्नातक की डिग्री।**
वांछनीय शैक्षिक योग्यता	किसी मान्यता प्राप्त विश्वविद्यालय/संस्थान से **स्नातकोत्तर (पोस्ट ग्रेजुएशन)।**
आवश्यक कार्य अनुभव	केंद्र / राज्य सरकार / विभागों / सार्वजनिक क्षेत्र के उपक्रम / स्वायत्त निकायों के **सेवानिवृत्त अधिकारी**, जो सेवानिवृत्ति के समय **पे-लेवल 06 या उससे ऊपर** के स्तर पर थे (7वें CPC / IDA स्केल के समकक्ष स्तर के अनुसार)। साथ ही, रिक्ति परिपत्र जारी होने की तारीख तक संबंधित क्षेत्र में **कम से कम 15 वर्षों का कुल अनुभव** होना चाहिए।
वांछनीय कार्य अनुभव	दूरसंचार / प्रसारण क्षेत्र या केंद्रीय नियामक निकायों (Regulatory Bodies) में काम करने का ज्ञान और अनुभव।
किए जाने वाले कार्यों का विवरण	1. गुवाहाटी/मुंबई (जो भी लागू हो) में कैंप ऑफिस स्थापित करने और उसे चालू करने में सहायता करना, जिसमें आवास, फर्नीचर, उपकरण, स्टेशनरी और अन्य आवश्यक सुविधाओं की व्यवस्था करना शामिल है। 2. आधिकारिक पत्राचार, ईमेल, टेलीफोन कॉल, डाक, और प्राप्त व भेजे गए दस्तावेजों के रिकॉर्ड का प्रबंधन करना। 3. आधिकारिक पत्रों, नोटों, रिपोर्टों, विवरणों और अन्य दस्तावेजों को समय पर तैयार करना, टाइप करना, प्रोसेस करना और भेजना। 4. भौतिक और इलेक्ट्रॉनिक फाइलों, रजिस्टरों, डेटाबेस और अन्य आधिकारिक रिकॉर्ड को बनाए रखना और अपडेट करना। 5. बैठकों, अपॉइंटमेंट, फील्ड विजिट, उपभोक्ता जागरूकता कार्यक्रमों और अन्य आधिकारिक गतिविधियों का समन्वय करना, जिसमें लॉजिस्टिक व्यवस्था और बैठक सामग्री तैयार करना शामिल है। 6. डेटा एंट्री, प्रिंटिंग, स्कैनिंग, फोटोकॉपी और दस्तावेजों से जुड़े अन्य कार्य करना। 7. बिल, क्लेम, खरीद दस्तावेजों और अन्य वित्तीय व प्रशासनिक मामलों को प्रोसेस करने में सहायता करना। 8. ऑफिस की संपत्ति, स्टेशनरी, आपूर्ति और इन्वेंट्री का उचित रिकॉर्ड रखना।

Badami

	9. पत्राचार, दस्तावेजों के आदान-प्रदान और प्रशासनिक आवश्यकताओं के लिए TRAI RO कोलकाता / हैदराबाद (जो भी लागू हो) और अन्य संबंधित एजेंसियों के साथ संपर्क बनाए रखना। 10. कोई अन्य कार्य जो समय-समय पर सलाहकार, RO या सचिव, TRAI द्वारा सौंपा जा सकता है।

3. **<u>मासिक पारिश्रमिक:</u>**

3.1 पेंशनयोग्य संगठनों / डीओटी पीएसयू से सेवानिवृत्त सरकारी कर्मचारियों के लिए:

तालिका-I

क्र.	संदर्भ	के लिए लागू	पारिश्रमिक निर्धारण की पद्धति
1	व्यय विभाग, कार्मालय ज्ञापन संख्या 3-25/2020-E.IIIA दिनांक 09.12.2020	पेंशन प्राप्त करने वाले केंद्र सरकार के सेवानिवृत्त	सेवानिवृत्ति के समय प्राप्त वेतन में से मूल पेंशन को काटकर एक निश्चित मासिक राशि दी जाएगी।
2	दूरसंचार विभाग, पत्र संख्या 3-10/2014-SEA-I/Fin दिनांक 29.03.2022	डीओटी / पीएसयू के सेवानिवृत्त कर्मचारी	केंद्र सरकार में उस पद के समकक्ष स्तर का पता लगाया जाएगा, जिस पर सेवानिवृत्त पीएसयू कर्मचारी को संविदा पर नियुक्त किया जाना है। फिर ऐसे पद का केंद्र सरकार में काल्पनिक वेतन, संबंधित पे लेवल के सेल-1 और सेल-10 का औसत लेकर निकाला जाएगा। इस प्रकार प्राप्त राशि को अंतिम मूल वेतन माना जाएगा और ऐसे मूल वेतन का 50% पारिश्रमिक के रूप में दिया जाएगा।
3	व्यय विभाग, कार्मालय ज्ञापन संख्या 03-25/2020-E.III(A)/Pt दिनांक 18.10.2023	एनपीएस के तहत केंद्र सरकार के सेवानिवृत्त	सेवानिवृत्ति के समय प्राप्त अंतिम मूल वेतन के 30% के बराबर राशि, अंतिम मूल वेतन से काट ली जाएगी और परिणामी राशि, पारिश्रमिक के रूप में निश्चित मासिक राशि होगी।

3.1.1 पेंशनयोग्य संगठनों / डीओटी पीएसयू से सेवानिवृत्त सरकारी कर्मचारियों के लिए परिवहन भत्ता, व्यय विभाग के कार्मालय ज्ञापन **संख्या 3-25/2020-E.IIIA दिनांक 09.12.2020** के अनुसार निर्धारित किया जाएगा।

3.2 गैर-पेंशनयोग्य संगठनों सहित पीएसयू / स्वायत्त निकाय / वैधानिक निकाय आदि से सेवानिवृत्त सरकारी कर्मचारियों के लिए:

तालिका-II

क्र.	श्रेणी	पारिश्रमिक निर्धारण की पद्धति	परिवहन भत्ता
1	गैर-पेंशनयोग्य संगठनों सहित पीएसयू / स्वायत्त निकाय / वैधानिक निकाय आदि से सेवानिवृत्त	गैर-पेंशनयोग्य संगठन से सेवानिवृत्ति के समय प्राप्त अंतिम मूल वेतन के बराबर राशि, और यदि संबंधित क्षेत्र में सेवानिवृत्ति के बाद का कोई अतिरिक्त अनुभव (पूर्णांकित) हो तो मूल वेतन का 5% प्रति वर्ष की दर से जोड़ा जाएगा।	आठ हजार (8,000) रुपये (निश्चित) प्रति माह

4. परामर्शदाता (सेवानिवृत्त सरकारी कर्मचारी) को शुरुआत में एक वर्ष की अवधि के लिए नियुक्त किया जाएगा, जिसे ट्राई की आवश्यकताओं और आपसी सहमति के आधार पर आगे भी बढ़ाया जा सकता है (**65 वर्ष की आयु तक**)। नियुक्ति के समय, सलाहकार का स्वास्थ्य अच्छा होना चाहिए और वे अपने आधिकारिक कर्तव्यों का प्रभावी ढंग से पालन करने में सक्षम होने चाहिए।

5. परामर्शदाता (सेवानिवृत्त सरकारी कर्मचारी) की सेवाएं भारतीय दूरसंचार विनियामक प्राधिकरण के दिशा-निर्देश संख्या **A-25/4/(3)/2021-A&P दिनांक 05.08.2025** के अनुसार नियंत्रित होंगी। काम पर रखने के सामान्य नियम और शर्तें **अनुबंध-'A'** के रूप में संलग्न हैं।

6. योग्य उम्मीदवार **(जो आयु, योग्यता और अनुभव के मानदंडों को पूरा करते हैं),** जो ट्राई कैंप ऑफिस - गुवाहाटी/ मुंबई में **परामर्शदाता (सेवानिवृत्त सरकारी कर्मचारी)** के पद के लिए आवेदन करना चाहते हैं, उन्हें अपना आवेदन **केवल ऑनलाइन मोड** के माध्यम से **यूआरएल:** https://vacancies.trai.gov.in पर जमा करना होगा। **डाक / ई-मेल** तथा अन्य माध्यमों से प्राप्त आवेदन पर विचार नहीं किया जाएगा। ऑनलाइन मोड के माध्यम से आवेदन प्राप्त करने की अंतिम तिथि **07 दिसंबर 2026** है। **सभी योग्य उम्मीदवारों को अपने ऑनलाइन आवेदन के साथ निम्नलिखित दस्तावेजों की स्पष्ट और पठनीय स्व-सत्यापित प्रतियां अपलोड करनी होंगी:**

(क). **जन्म प्रमाण पत्र** [सेकेंडरी स्कूल सर्टिफिकेट या 10वीं क्लास की मार्कशीट (जिसमें जन्मतिथि लिखी हो), नगर पालिका द्वारा जारी जन्म प्रमाण पत्र]

(ख). **शैक्षणिक योग्यता(एं)** [10वीं क्लास से आगे की। डिग्री सर्टिफिकेट – प्रोविजनल या फाइनल – सभी सेमेस्टर की मार्कशीट के साथ अपलोड करने होंगे।]

(ग). **योग्यता-प्राप्ति के बाद का अनुभव / रोज़गार।**

(घ). **पीपीओ प्रति** (यदि पेंशनयोग्य संगठन से सेवानिवृत्त हुए हैं)।

(ङ). कोई अन्य प्रासंगिक दस्तावेज।

7. अनर्ह आवेदन या ऊपर **पैरा 6(क) से 6(घ)** में उल्लिखित सहायक दस्तावेजों के बिना प्राप्त आवेदनों पर विचार नहीं किया जाएगा।

8. ट्राई के पास यह अधिकार है कि वह यहाँ विज्ञापित '**परामर्शदाता (सेवानिवृत्त सरकारी कर्मचारी)** – ट्राई कैंप ऑफिस गुवाहाटी/मुंबई' के पद के लिए चयन /नियुक्ति प्रक्रिया को, बिना कोई कारण बताए, कभी भी रद्द कर सकता है।

(डी. एस. जादौन)
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ईमेल: sro-hr@trai.gov.in

सूचनार्थ आंतरिक संचलन: -

1. अध्यक्ष, ट्राई कार्यालय के ओएसडी
2. सदस्य, ट्राई के वरिष्ठ प्रधान निजी सचिव / प्रधान निजी सचिव
3. सचिव, ट्राई के वरिष्ठ प्रधान निजी सचिव
4. सभी प्रधान सलाहकार/सलाहकार [मुख्यालय], ट्राई।
5. जेए (आईटी) - अनुरोध है कि इसे ट्राई की वेबसाइट पर अपलोड करें।
6. राष्ट्रीय करियर सेवा (एनसीएस) पोर्टल
7. सूचना पट्ट।

टिप्पणी: - विज्ञापन में किसी भी विवाद की स्थिति में, ट्राई की वेबसाइट पर उपलब्ध विस्तृत विज्ञापन का अंग्रेजी संस्करण ही मान्य माना जाएगा।

ANNEXURE-A

Terms and Condition of Engagement (Hiring) of Consultant (Retired Government/PSU /Autonomous Body/Statutory Body) on Contract Basis in Telecom Regulatory Authority of India (TRAI)

1. **Duration of contract and Extension thereof:**

The Consultants will be hired for an initial period of one year. The Consultants shall be eligible for an extension on annual basis subject to requirement and suitability for TRAI up to the age of 65 years.

2. **General Conditions and Remuneration**:

2.1. **Consultant (Retired Government/PSU /Autonomous Body/Statutory Body Servant):**

Consultant (Retired Government/PSU /Autonomous Body/Statutory Body Servant) may be engaged in various disciplines as per requirement of Divisions of TRAI. The position, experience, age limit, remuneration, etc. of the Consultants to be engaged (hired) on contract basis by TRAI are as under:

TABLE-I

S. No.	Category	Minimum experience^$$ (number of completed Years)	Upper age limit*^ (years) as on date of issue of vacancy Circular	Monthly Remuneration (Rs.)	Transport Allowance (per month) ** (Rs.)
	(1)	(2)	(3)	(4)	(5)
(a)	**For Govt. Servants Retired from Pensionable Organizations**				
	Consultant retired from Pensionable Organization.	As per requirement against vacancy Circular issued by TRAI	64 years	See Table -II	
(b)	**For Govt. Servants Retired from DoT PSUs**				
	Consultant retired from DoT PSU.	As per requirement against vacancy Circular issued by TRAI	64 years	See Table -II	
(c)	**For Govt. Servants Retired from Non-Pensionable Organizations including PSU/Autonomous Body / Statutory Body etc.##**				
	Consultant retired from Non-Pensionable Organizations including PSU/Autonomous Body / Statutory Body etc.	As per requirement against vacancy Circular issued by TRAI	64 years	An amount equivalent to last basic pay as drawn at the time of retirement from Non-Pensionable Organization plus 5% of basic for per year of additional post-retirement experience (rounded off) in the	8000/- (Fixed)

S. No.	Category	Minimum experience^$$ (number of completed Years)	Upper age limit*^ (years) as on date of issue of vacancy Circular	Monthly Remuneration (Rs.)	Transport Allowance (per month) ** (Rs.)
	(1)	(2)	(3)	(4)	(5)
				relevant field, if any.	

In case of Pensionable Retired Government Servants / DoT PSU, the remuneration will be fixed in accordance with the Government of India directions issued in this regard from time to time. Presently following guidelines are applicable:

TABLE-II

S. No.	OM No. & date	Applicable for	Methodology for fixation of Remuneration
1	Deptt. Of Expenditure OM No. 3-25/2020-E.IIIA dated 09.12.2020	Central Govt. retirees having pension.	A fixed monthly amount shall be admissible arrived by deducting the basic pension from the pay drawn at the time of retirement.
2	DoT Lt. No. 3-10/2014-SEA-I/Fin dated 29.03.2022	Retired DoT PSU's employees.	The equivalent level of post in the Central Government at which the retired PSU employee is proposed to be appointed on contract basis is to be ascertained. Then the notional pay of such post in Central Govt. may be arrived at by taking the mean of Cell-1 and Cell-10 of the corresponding Pay level of such post. The sum so arrived may be treated as last basic pay and 50% of such basic pay may be allowed as remuneration.
3	Deptt. Of Expenditure OM No. 03-25/2020-E.III(A)/ Pt dated 18.10.2023	Central Govt. retirees under the NPS.	An amount equivalent to 30% of the last basic pay as drawn at the time of retirement shall be deducted from the last basic pay and resultant amount shall be the fixed monthly amount as remuneration.

**Age-Limit:* The term of engagement for consultants may be extended up to the age of 65 years. However, the term may be extended up to the age of 70 years in deserving cases subject to performance and the requirement of TRAI. The engagement beyond 65 years and up to 70 years shall be with the approval of Chairperson TRAI keeping in view the candidate's good health & level of expertise.*

^As on the date of vacancy circular for a particular position. Notification for extension of last date of receipt of applications, if any, shall not be considered as vacancy circular for this purpose.

$$Vigilance Clearance shall be obtained in case of retired officials from Centre/ State Ministry/ Department/ Organization/ Autonomous Body/ Statutory Body/ PSU as per the extant CVC/ Government directions/ guidelines.

***Transport allowance for Govt. Servants retired from Pensionable Organizations / DOT*

PSUs shall be fixed as per Deptt. Of Expenditure OM No. 3-25/2020-E.IIIA dated 09.12.2020. The transport allowance shall remain unchanged during the duration of the contract. There will be no increment, annual or otherwise, during the contract period. No dearness allowance (DA) component shall be allowed on transport allowance.

##These positions are open to all government sector employees who retired from non-pensionable Centre/ State Ministry/ Department/ Organization/ Autonomous Body/ Statutory Body/ PSUs etc , subject to eligibility and other terms & conditions prescribed in these guidelines and relevant directions/ guidelines of Government, if any.

3. Contractual Terms and Conditions:

3.1. Legal Status:

The person engaged as Consultant under these guidelines shall not be regarded, for any purpose, as being staff member or an official of TRAI and shall be governed by the terms and conditions contained in these guidelines and the agreement entered into between TRAI and the Consultant. As such, nothing within or relating to the contract shall establish the relationship of employer and employee between TRAI and the Consultant. During the contract period or thereafter, the Consultant shall not claim to be an employee of TRAI. The Consultant shall mandatorily give an undertaking in this regard, as per **Annexure-I**, while entering into contract with TRAI.

3.2. Standards of Conduct:

The Consultant shall neither seek nor accept instructions from any Authority external to TRAI in connection with the performance of her/his obligations under the contract. The Consultant shall not take any action in respect of her/ his performance or otherwise related to its obligations under the contract that may adversely affect the interests of TRAI. The Consultant shall fulfil her/ his obligations with full regard to the interests of TRAI. The Consultant shall comply with all laws, ordinances, rules, and regulations bearing upon the performance of obligations under the contract. In the performance of the obligations under the contract, the Consultant shall comply with the expected standards of conduct. Failure to comply with the same shall be ground for the termination of the contract.

3.3. Assignment of Duties:

The Consultant shall be deployed for specific projects identified by the functional wings. The Competent Authority reserves the right to assign any additional duty also as and when required. No extra/ additional allowance shall be admissible in case of such additional assignment.

3.4. Termination:

3.4.1. TRAI reserves the right to terminate the contract by giving one month's notice, in writing, to the Consultant, without assigning any reason.

3.4.2. However, TRAI may also terminate the contract at any time, without prior notice and without assigning any reason, if in its opinion the Consultant is no longer required or has failed to discharge satisfactorily her/ his duties or obligations under the contract or has committed the breach of the contract. In case the notice given by TRAI for termination of contract is less than the requisite notice period or contract is terminated by TRAI without prior notice, the monthly remuneration for the period short of requisite notice period (calculated on pro rata basis) or one month's remuneration, shall be payable by TRAI.

3.4.3. The Consultant can also seek termination of the contract upon giving one month's written notice to TRAI. If the Consultant seek termination of the contract for the period short of one month's written notice to TRAI, she/ he shall require to pay the monthly remuneration for the period short of requisite notice period (calculated on pro rata basis).

3.5. Prohibition of Sexual Exploitation and Abuse:

In the performance of the contract, the Consultants shall comply with the provisions of the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013. The Consultant acknowledges and agrees that any breach of the provisions thereof shall constitute a breach of an essential term of the contract and, in addition to any other legal right or remedies available to any person, shall be a ground for termination of the contract. If required, further appropriate legal action may also be recommended.

3.6. Medical Certificate:

TRAI may require the Consultant to submit a good health certificate from a registered Physician at the time of entering into the contract.

3.7. Basic Support Facility:

TRAI may provide basic support facilities such as office space, furniture, stationery, computer, laptop, calculator, access to Internet, etc. as may be required by the Consultant for proper and smooth discharge of her/ his duties. Such equipment and facilities provided to the Consultant shall be returned by the Consultant at the time of termination of the contract or when no longer needed by her/ him.

3.8. Confidentiality of Documents & Information:

The Consultants shall comply with the provisions of the Indian Official Secrets Act, 1923. She/ he shall not use the name, emblem, or official seal of TRAI for any commercial purpose other than discharging assigned duties. The Consultant shall sign an agreement of confidentiality, as per **Annexure-I**, while entering into contract with TRAI.

3.9. Intellectual Property Rights:

All intellectual property (including but not limited to copyrights, design rights,

know-how and trademarks) contained in the information and documents provided to the Consultant by TRAI shall remain the sole and exclusive property of TRAI. TRAI shall also own all intellectual property rights with regard to processes, ideas, technical/ consultation papers/ reports, documents or any other material which the Consultant has developed for TRAI under the contract, and which bears a direct relation to or are produced or prepared or collected in consequence of, or during the course of, the performance of the duties assigned to the Consultant. The Consultant shall have no rights to such intellectual property whatsoever and shall not publish or make available such information, documents, or any other material in public domain or to any third party, without prior approval of TRAI.

3.10. Settlement of Disputes:

TRAI and the Consultant shall make best efforts to amicably settle any dispute, controversy or claim arising out of the contract or the breach, termination, or invalidity thereof.

3.11. Arbitration:

Any dispute, controversy or claim between the parties arising out of the contract, or the breach, termination, or invalidity thereof, unless settled amicably, as provided above, shall be referred by either of the parties to the Chairperson, TRAI for arbitration. The Chairperson, TRAI may appoint an arbitrator for the settlement of such dispute/ controversy.

3.12. Conflict of Interest:

The Consultants are expected to follow all the applicable rules and regulations of TRAI/ Government of India which are in force. He/ she is also expected to display utmost honesty, secrecy of office, and sincerity while discharging her/ his duties. In case the services of the Consultants are not found to be satisfactory or found in conflict with the interests of TRAI, her/ his services will be liable to be terminated, without assigning any reason.

3.13. Residuary Matters:

In regard to matters not specifically covered by or under these guidelines, the terms and conditions given in the Manual for Procurement of Consultancy and Other Services 2017 as well as GFR 2017 issued by M/o Finance, Department of Expenditure shall be applicable.

4. Payment of Remuneration:

4.1. The monthly remuneration and transport allowance, as indicated in relevant paras above, shall be paid to the Consultant and no other allowances, such as Dearness Allowance and House Rent Allowance, shall be admissible.

4.2. The payment of consolidated remuneration will be released by TRAI, after deduction of applicable taxes, within one week of completion of the month, based on the attendance verified by the concerned Division. The Consultant/ shall invariably mark attendance on arrival in the office and at the time of leaving the office.

5. **Travelling Allowance**: The Consultants may be required to undertake domestic tours for official purposes, subject to the approval of the competent authority. The Travelling Allowance entitlement to Consultant will be as per his/her entitlement of the substantive post held by him/her at the time of retirement, subject to upper limit of entitlement as admissible to Joint Advisor in TRAI.

6. **Leave**:

6.1. The Consultants shall be eligible for paid leave of absence @ 1.5 day for each completed month of service under the contract, besides the Gazetted holidays.

6.2. The paid leaves accumulated during the duration of the contract can be availed during the currency of the contract only and cannot be carried forward to next year, in case of any extension of the contract.

6.3. The balance accumulated leaves, if any, at the year end of the contract / date of termination of the contract will be lapsed.

6.4. "No work no pay" will be applicable during the period of contract, if more than the prescribed leave is taken.

7. **Tax Deduction at Source**: The income tax or any other tax liable to be deducted as per prevailing rules will be deducted at source before releasing payment and any certificate as applicable will be issued. Any other applicable taxes or contribution payable by the Consultant on payment made under the contract shall be borne by Consultant only.

8. **Authenticity**: If any declaration given or information furnished by the Consultant proves to be false or if he/ she is found to have willfully suppressed any material information, the contract shall be liable to be terminated and TRAI may take such other action as deemed necessary.

9. **Compensation**: In the event of death or grievous injury to the Consultant during the course of her/ his duties, compensation, in any form, shall neither be payable to the Consultant nor to her/ his dependents. It shall be the sole responsibility of the Consultant to take adequate insurance policy to safeguard her/ his interest.

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