



F. No. DPCC/(3)(2)(72)/Admn-23/

Dated:

ENGAGEMENT OF CONSULTANTS ON CONTRACTUAL BASIS

- 1) Applications are invited from citizens of India, who retired from the services of Central / State Government department / Autonomous Bodies having expertise in concerned areas and fulfilling the criteria of respective category for engagement of the following Consultants **on purely contract basis** in Delhi Pollution Control Committee (DPCC):

Sl. No.	Name of the Post	No. of Post (Tentative)	Minimum Qualification	Emoluments (Rs.)	Maximum Age
1.	Consultant (Technical-1)	01	Retired not below the Pay Level-12 of the pay matrix (Rs. 7,600/-) or equivalent post & above.	Shall be calculated on Last Pay drawn minus Pension plus DA at the applicable rate.	64 years
2.	Consultant (Technical-2)	03	Retired at the level of the Joint Secretary to GNCTD Or Under Secretary to the Govt. of India in the Pay Level-11 of the pay matrix (Rs. 6,600/-) or equivalent post		
3.	Consultant (Public Relation)	01	Retired not below the Pay Level-10 of the pay matrix (Rs. 5,400/-) or equivalent post & above.		

2) **Qualification and Experience:**

1. **Consultant (Technical-1):**

- The candidate should have a Master's Degree in the disciplines of Chemistry/ Microbiology / Environmental Sciences / Chemical Engineering and Technology/ Public Health Engineering/Environmental Engineering & superannuated with at least 20 years of hands-on work exposure in Central / State Pollution Control Board / Pollution Control Committee similar or related capacity.

The consultant should have expertise in the following core areas:

- Familiarity with Laboratory Management & experience in certification processes (ISO: 9001:2015, ISO: 45001:2018, ISO/IEC: 17025:2017(NABL), Recognition under E(P)A1986) etc. is mandatory.
- Coordinating with certification bodies.
- Candidate must have qualified Lead Assessors programme as per ISO/IEC:17025 & worked in capacity of Quality/Technical Manager in the Environmental Laboratory of Central/State Pollution Control Board / Committee's.
- Organizing time to time in house training programme to the laboratory officials.
- She/he must have strong computer skills and proficient with other appropriate software systems.
- Excellent verbal and written communication skills, which includes technical writing, editing of Standard Operating Procedures, System Document Procedures.
- Experience working with laboratory data/ information management systems.

2. **Consultant (Technical-2):** Should have good working knowledge on Solid Waste Management and overall Pollution Control & Environmental Management in NCT of Delhi with good knowledge on working with computers and field works.

3. **Consultant (Public Relation):** Should have knowledge of General Administration to advise and coordinate with Centre/ State Government Department on various issues related with the monitoring of pollution and other related activities of the DPCC as well as should have vast experience of handling such technical and administrative/public relations matters etc.

- 3) The engagements of Consultants are on a full time basis with this department initially for the period of 01 year and extendable further on every six months basis on satisfactory performance subject to maximum attaining the age of 65 years as per requirement or till these posts (Sl.no. 1 & 3 above table) filled up through promotion/deputation, whichever is earlier.
- 4) The contract can be terminated at any time, if the performance is not found satisfactory.
- 5) The selected candidates for the post of Consultant (Technical) would be placed at DPCC / Department of Environment and shall report to Special Secretary (DOE)-cum-Member Secretary (DPCC). The work would include NABL accreditation of DPCC Labs, research evaluation, planning, skill development, monitoring data and information management of various schemes as well as related to compliance of various Acts / Rules, Court Orders etc. The job would require analytical and problem-solving skills. The work would also include secretarial work which might include preparation of notes, memorandums, documents, analytical reports, files processing etc.
- 6) Candidates meeting the qualifications/conditions above shall be shortlisted and will be called for interview to make an assessment for selection. The communication shall be

made on the postal address given in the application and /or through e-mail ID given by the candidates.

- 7) Mere possession of the professional qualifications and experience shall not be result into further compulsory consideration or confer any right for employment of an Applicant.
- 8) The numbers of Consultants to be engaged are tentative and may be increased/decreased as per the requirements.
- 9) DPCC reserves the right to cancel advertisement and not to proceed in the matter for engagement of consultants at any stage without assigning any reason.
- 10) Procedure to Apply: - Interested candidates may send their application in prescribed proforma along with detailed profile as well as work performed on plain paper as per this advertisement placed on the website (<https://www.dpcc.delhigovt.nic.in>) to Administrative Officer, Delhi Pollution Control Committee, 3rd Floor, Block 1, DMRC, IT Park, Shastri Park, Delhi- 110053.

11) The other terms and conditions are as under:

- i. The engagement of retired Govt. official would be on fulltime short-term contracts basis and they would not be permitted to take up any other assignment during the period of said short term contract.
- ii. The Consultant shall not be entitled to any allowance such as House Rent, Transport Allowance, LTC, reimbursement of call charges of Residential Telephone/ mobile, Transport facility, Residential Accommodation, Personal Staff, etc.
- iii. No Government vehicle shall be provided to the Consultants.
- iv. No TA/DA shall be admissible for joining the assignment or on its completion. Consultants will not be allowed foreign travel at Government expenses. However, Consultants shall be allowed TA/DA for their travel inside the country in connection with the official work, if any, as per their entitlement as on the date of retirement.
- v. Consultants shall be eligible for 4 days leave in six months and 8 days leave in a calendar year on pro-rata basis. Therefore, a consultant shall not draw any remuneration in case of his/her absence beyond 8 days in a year (calculated on pro-rata basis). Also un-availed leave in a calendar year cannot be carried forward to next calendar year.
- vi. TDS (Tax Deduction at Source) as admissible shall be deducted from the monthly remuneration. A TDS Certificate shall be issued by the Accounts Branch of DPCC.
- vii. The other terms & Conditions/Guidelines will be applicable as per Order/Instructions of Govt. of NCT of Delhi in the matter.
- viii. The service of consultants is of a temporary nature and the engagement can be cancelled/ terminated at any time without assigning any reason.

Sd/-
Member Secretary
DPCC

ANNEXURE-1

**Application for the Post of Consultantin
the Delhi Pollution Control Committee (DPCC)**

Recent
Passport Size
Photograph

1.	Full Name (in Block Letters)						
2.	Father's Husband's Name						
3.	Date of Birth						
4.	Contact details	Mobile./Tel. No.					
		Email ID					
5.	Address for communication						
		Pin:					
6.	Age of Joining of Government Service						
7.	Age on last date for submission of application						
8.	Whether SC/ST/OBC/EWS						
9.	Whether Physically Handicapped						
10.	Date of Retirement and the Post from which retired (enclose copy of Retirement Order)						
11.	Name of the Ministry/ Department from which retired						
12.	Last Pay Drawn (Please enclose copy)						
13.	Education / Technical Qualifications (Please enclose copy of Certificates/Mark sheets)						
14.	PPO. No. (Please enclose copy)						
15.	Details of Computer Knowledge						
16.	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 Delhi Pollution Control Committee (DPCC). I have read this circular and ready to accept all the terms and conditions for engagement of consultants.

**Signature
(Full name of the applicant)**

Place:
Date: