

GOVT. OF NCT OF DELHI
DELHI DISPUTE RESOLUTION SOCIETY (REGD.)
(DEPTT. OF LAW, JUSTICE & LEGISLATIVE AFFAIRS)
Ground Floor, B- Block, Vikas Bhawan-II, Civil Lines,
Near Metcalf House, Delhi-110054

F.No.63/DDRS/Staff/Vol-I/2019/diradr/441

Dated: 19.08.2020

NOTICE
INVITING APPLICATIONS FOR

**Engagement of retired Govt. officers / officials in DDRS as consultants on
Short Term Contract Basis.**

Applications are invited from retired Govt. officers /employees for **03 posts of Additional Director** and **02 posts of Stenographer (English Grade-II)**, who have worked in the same or analogous posts at the time of retirement, on short term contract basis in DDRS as per GNCTD Guidelines.

The terms and conditions of the contract shall be as under: -

1. The engagement of retired Government servant as Consultant will be for one year and extendable as per requirements in future. The total period of engagement as consultant should not exceed 5 years. The consultant shall in no case be allowed beyond five years or attaining the age of 65 years, whichever is earlier.
2. The engagement of consultant shall be on full-time basis and they shall not be permitted to take up any other assignment during the period of consultancy.
3. The amount of monthly consolidated remuneration/fee in the case of retired Government officials appointed as Consultants shall be Last Pay *minus* Basic Pension plus DA at the applicable rate. However, a retired Government official appointed as Consultant shall continue to draw pension and the dearness relief thereon during the period of his engagement as Consultant. His/her engagement as consultant shall not be considered as a case of re-employment;
4. Place of work: Mediation Centres / Head Office of DDRS, New Delhi;
5. The Consultants shall not be entitled to any allowance such as House Rent Allowance, reimbursement of call charges of Residential Telephone/ mobile, Transport facility, Residential Accommodation, Personal Staff, etc.
6. No Government vehicle shall be provided to the Consultants;
7. 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.
8. Consultants shall be eligible for 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 unavailed leave in a calendar year cannot be carried forward to next calendar year.

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9. The engagement of consultants is of a temporary nature and the engagement can be cancelled at any time by DDRS without assigning any reason.
10. Working days and working hours shall be same as are applicable in case of other serving officers and employees of DDRS.
11. They will have the option to give up their assignment by giving one month's advance written notice.
12. Last date for submission of application: The interested retired officers and employees belonging to above categories and who are willing to serve in DDRS shall submit their applications in the format enclosed by 15.09.2020.

sd./-

(Justice M. L. Mehta)
Chairman (DDRS)

Format of Application for the post of Additional Director / Stenographer (English Grade-II)
 [~~strike off inapplicable~~] in Delhi Dispute Resolution Society
 on Short Term Contract Basis

1	Name in Full (IN BLOCK LETTERS)					Paste your recent passport size photograph
2	Father's Name					
3	Date of Birth (valid documentary proof to be enclosed)					
4	Post applied for and activity of the post for (separate application is to be sent for different activity):					
5	Correspondence Address (including telephone Number/Fax Number/Email Id.)(Email id is mandatory)					
6	Permanent Address (including Telephone/Fax Number)					
7	Present Occupation, if any					
8	Educational Qualifications in the reverse chronological order: (Attested copies of Degree/Diploma to be attached)					
	Name of University/ Equivalent Institution	Degree	Year of Passing	Percentage of Marks obtained	Academic Distinction	Subject; Specialization

9	Details of employment during last 10 years before retirement:				
	Name and address of employer	Designation, scale of pay including present pay	Whether regular/Deputation /ad-hoc	Period of Service	Nature of duty/experience
10	Time required for joining the post:				

It is certified that the information furnished above is correct and true to be best of my knowledge.

(Signature)

Name: _____

Place: _____

Date: _____