

NATIONAL INSTITUTE OF SCIENCE COMMUNICATION & INFORMATION RESOURCES
Dr. K.S.Krishnan Marg, New Delhi-110012
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No. 3/Consultants/2011-R&A

29th June 2015

OFFICE MEMORANDUM

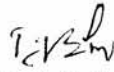
Sub: Guidelines for engagement of retired personnel (administrative & technical)on contractual basis – reg

With a view to streamline the procedures for engagement of retired personnel on contractual basis in CSIR Lab/Instt CSIR Hqtrs has notified the following guidelines for information and compliance.

1. The proposal should clearly indicate the specialized skills involved in the work proposed to be assigned to the contractual personnel specifying the reasons which rendered the services of such retired personnel indispensable.
2. The proposal should invariably include the details about the sanctioned manpower and manpower in position in that particular division/section.
3. The proposal are required to be examined by the administration keeping in view the time period in which administration proposes to fill up the shortfall in manpower if any.
4. The maximum age limit for engagement of retired personnel on contract basis is fixed at 68 years.
5. The lumpsum monthly emoluments is to be restricted to the slabs as given as here under:

i) Assistants	- Rs 15,000/- per month
ii) Section Officer	- Rs 20,000/- per month
iii) U S (equivalent)	-Rs 25,000/- per month

The heads of all the divisions of NISCAIR are requested to adhere to the above guidelines whenever the proposal for engagement of the retired personnel on contractual basis is sent to administration. The proposals not meeting the above criteria will not be considered.


(D. K. Salone)
Section Officer

Copy to:

1. Heads all Division
2. Acting Director NISCAIR
- ✓ 3. IT Division for hosting this OM on NISCAIR site