

No. A-12013/08/2013-Adm.I(Vol. II)
Government of India
NITI Aayog

Sansad Marg, New Delhi,
dated 17th August, 2016

ORDER

The Competent Authority has approved the hiring of Research Associates (RAs)/Research Assistants/Section Supervisors (SSs) as short-term Consultants to meet exigencies of staff shortage at the level of Jt. Adviser/Deputy Adviser/SRO/RO of GCS and SO/ASO level of Central Secretariat Service cadre. The hiring shall be strictly on need based considerations and strictly in accordance with GFRs.

2. The Concerned Administration sections will advertise for filling up the vacant posts online in consultation with NIC and fill the same.
3. In this regard, the terms and conditions of the engagement of RAs are mentioned hereunder:
 - i. The engagement period will be two years or till the filling up the vacancy, whichever is earlier. Extension beyond two years may be considered on a yearly basis under exceptional circumstances and full justification. The RAs would not be permitted to take up any other assignment during the period of their engagement with NITI Aayog.
 - ii. The expenditure would be booked under the Budget Head "Professional Services" in the budget grant of NITI Aayog headquarters as per details given below:
3451
00.101 NITI Aayog (Minor Head)
01.00.28 Professional Services
 - iii. Preference shall be given to candidates working with Government and Government related projects.
 - iv. Regarding candidates other than retired Government officials/officers for filling vacancies of the level of RO upto Joint Adviser, their entitlements suggested are as mentioned in the table below:

Category	Post Qualification Experience in Years	All inclusive consolidated Remuneration Range Per Month*	Age Limit as on the date of advertisement
1	2-5 years	Rs.50,000 – Rs.1,00,000/-	Not less than 25 years
2	5-10 years	Rs.1 lakh to Rs.1.50 lakh	Not less than 30 years
3	More than 10	Rs.1.50 lakh to Rs.2.50 lakh	Not less than 35 years

The candidates (both open market and retired government officials/officers) should have a Bachelor's/Master's/Ph.D Degree in the relevant subject.

- v. Nomenclature of the retired government officers of the level of Joint Adviser shall be Research Associate, RO upto Deputy Adviser shall be Research Assistant and SO/ASO shall be Section Supervisor (SS).
- vi. The maximum number of RAs/SSs to be engaged in NITI Aayog is 45(subject to availability of funds).

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- vii. Retired government officers in the grade pay of Rs. 6600/- or Rs.7600/- shall be engaged against a vacancy of RO/SRO/Deputy Adviser. Retired government officers in the grade pay of Rs. 8700/- and above shall be engaged against a vacancy of Joint Adviser. In case of SO/ASOs, the vacancies may be filled on contract basis by the retired employees.
- viii. The Screening/Selection Committee for screening of applications/ selection of suitable candidates and the Performance Appraisal Board for Joint Adviser/Dy. Adviser/SRO/RO level would be:
- i) CEO: Chairman
 - ii) Additional Secretary: Member
 - iii) Adviser/Advisers of SMD: Member
 - iv) Adviser(Admn): Member-Convenor

For candidates other than retired Government officials/officers, the remuneration shall be recommended by the above cited Committee who shall coopt a representative of IFD to be nominated by AS&FA for this purpose.

- ix. The Screening/Selection Committee and the Performance Appraisal Board for SO/ASO level would be:
- i) Adviser (Admn.): Chairman
 - ii) DS/Director of the SMD: Member
 - iii) DS/Director(Admin dealing with service matters of SO/ASO): Member-Convenor
- x. The retired officers/officials will be engaged on the remuneration as per the prescribed formula i.e. Last pay drawn + DA minus basic pension.
- xi. RAs/SSs shall be allowed to undertake domestic/foreign tours as required by their duties for which TA/DA and Hotel Accommodation shall be paid as admissible to the Central Government employees in the grade pay against which the engagement is being made. Tours will be subject to approval of the competent authority.
- xii. RAs/SSs will not be eligible for Government Accommodation or House Rent Allowance, CGHS facility etc. They will, however be eligible for official email id, government identification card, a desktop, internet connection, telephone in office with standard equipment, Library facility, etc.
- xiii. The selection of RAs/SSs shall be made in accordance with the provisions contained in GFR 2005 Rule 163, 165, 166, 170 & 177 and Chapter 7 – Selection of Individual Consultants (para 1.2.1, para 7.1 and para 7.2) of Manual of Policies and Procedure of Employment of Consultants. In certain exceptional cases the Committee, with the approval of CEO, NITI Aayog may consider selection from a single source as per GFR. However, full justification for this must be given by the Subject Matter Division/ concerned Administration.
- xiv. The RAs/SSs shall be entitled to leave of 8 days in a year on pro-rata basis. Additional leave without pay would be permitted upon approval by the reporting officer. In case of continuous absence for more than fifteen days, the contract is liable to be terminated.
- xv. Concerned Administration sections are required to take necessary action to fill the vacancies as per the guidelines with a clear stipulation that the engagement will be for a period of two years or till the date of filling up the vacancy, whichever is earlier, after ascertaining the availability of funds.
- xvi. The tenure of the RA/SS will automatically lapse if no proposal for extension is received by the concerned Administration section within the tenure of that particular RA.

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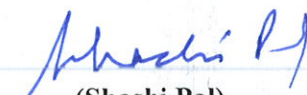
- xvii. The RA/SS shall be expected to follow all the rules and regulations of the Government of India as applicable to government servants which are in force. He/she will be expected to display utmost honesty, secrecy of office and sincerity while discharging his/her duties. In case the services of the RA/SS are not found satisfactory or found in conflict with the interests of the Government, his/her services will be liable for discontinuation without assigning any reason.
- xviii. The RA/SS shall not, except with the previous sanction of NITI Aayog or in the bona fide discharge of his or her duties, publish a book or a compilation of articles or participate in radio broadcast or contribute an article or write a letter in any newspapers or periodical either in his own name or anonymously or pseudonymously in the name of any other person, if such book, article, broadcast or letter relates to subject matter assigned to him by NITI Aayog.
- xix. The Police verification of the Research Associates shall be done as per the latest instructions issued by MHA. In r/o retired Government servants, no police verification is required.
- xx. The hiring of RAs will be of temporary(non-official) and contractual nature and the engagement can be cancelled at any time by NITI Aayog without assigning any reason.
- xxi. Under exceptional circumstances and in the case of meritorious candidates, the terms and conditions may be relaxed with the approval of CEO, NITI Aayog.
3. This issues with the approval of Vice Chairman, NITI Aayog and financial concurrence of AS&FA vide Dy. No. 1080 dated 02-08-2016 .


(Shashi Pal)

Deputy Secretary to the Govt. of India

Copy to: -

1. Heads of all Divisions/Verticals, NITI Aayog
2. Accounts I Section, NITI Aayog.
3. Drawing and Disbursing Officer, NITI Aayog.
4. Pay & Accounts Officer, NITI Aayog.
5. DS (Adm.), NITI Aayog.
6. Gen. I /Gen. II /Gen III/Gen IV/ Library/Prototcol, NITI Aayog
7. I.F. Cell, NITI Aayog.
8. Circulated on NIC Mail
9. Guard File.


(Shashi Pal)

Deputy Secretary to the Govt. of India