



भारतीय दूरसंचार विनियामक प्राधिकरण
TELECOM REGULATORY AUTHORITY OF INDIA
भारत सरकार / Government of India
[प्रशासन एवं कार्मिक अनुभाग / A&P Section]



No. A-25/4/(6)/2021-AP

Dated: 14th October, 2022

**ADVERTISEMENT FOR ENGAGEMENT OF CONSULTANTS
AT TRAI HQ, NEW DELHI**

Telecom Regulatory Authority of India (TRAI), New Delhi is 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 filling up of following vacancies in the Telecom Regulatory Authority of India on contract basis at a consolidated remuneration mentioned against each vacancy therein. The details regarding the period of engagement, educational qualifications, experience, age, nature of duties etc. are as under:

(A) CONSULTANT FOR BROADCASTING & CABLE SERVICES (B&CS-I) DIVISION

Name of the Division	Particulars	Details
B&CS-I [Post code:001]	Name of the position	Consultant (Non-Tech)- Grade-II
	Number of Consultants required	01
	Remuneration	₹ 65,000/- (Fixed) per month
	Time frame for which the Consultant is to be hired	One year
	Age limit	Below 65 years of age as on the last date of application
	Educational Qualifications	Master's/Bachelor's Degree in Business Administration/Economics/Commerce/ Law from a recognized University/institution or, Membership of the Institute of Chartered Accountants of India/Institute of Cost and Works Accountants of India.

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Post Qualification Experience	An officer retired from Central government Ministries / Departments / PSUs / Autonomous Bodies, should have at least 2 years of experience of working in Economics / Finance issues and should have worked on a post equivalent to the post of Under Secretary or equivalent and above in Central Government Ministries / Departments / PSUs / Autonomous bodies in pay level 11-13 in the pay matrix under 7th CPC or equivalent pay scale.
Nature of Duties	Analysis of comments received on the consultation paper and issues involved such as assessment of existing market scenario of broadcasting sector. Collection and analyzing the data on consumption of various media such as television, radio and print. Analyse issues related to vertical integration between broadcasters and distribution entities. Analyse issues relating to horizontal integration. Collection and analyzing the data on market share of cable TV sector. Study of international practices. Study of Legal issues. Formulation of recommendations. Any other related work.

(B) CONSULTANT FOR BROADCASTING & CABLE SERVICES (B&CS-III) DIVISION

Name of the Division	Particulars	Details
B&CS-III [Post code:002]	Name of the position	Consultant (Tech.) Grade-I
	Number of Consultants required	01
	Remuneration	₹ 80,000/- per month
	Time frame for which the Consultant is to be hired	Initially for 1 Year. (Further extendable based on requirement of TRAI and performance of professional)
	Age limit	Below 45 years of age on the last date of application.
	Educational Qualifications	B.Tech/M.Tech (CS/ IT/ Software Engg.) / MBA (IT)/ MCA / M.Sc. (Computer Sc.)

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महानगर दूरसंचार भवन, जवाहरलाल नेहरू मार्ग / Mahanagar Doorsanchar Bhawan, Jawahar Lal Nehru Marg
(पुराना मिनटो रोड), नई दिल्ली-110002 / (Old Minto Road), New Delhi-110002
फैक्स / Fax : +91-11-23213294, ईपीबीएक्स नं० / EPBX No. : +91-11-23664145



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Post Qualification Experience	3+ years of experience in handling IT projects and portals.
Nature of Duties	Deployment and testing experience of Web-Portal/Website.

(C) CONSULTANT FOR TRAI CENTRE FOR STUDIES AND RESEARCH DIVISION

Name of the Division	Particulars	Details
TCSR [Post code:003]	Name of the position	Consultant (Non-Tech)- Grade-II
	Number of Consultants required	01
	Remuneration	₹ 65,000/- (Fixed) per month.
	Time frame for which the Consultant is to be hired	Initially for 1 Year. (Further extendable based on requirement of TRAI and performance of professional)
	Age limit	Below 65 years of age as on the last date of application.
	Educational Qualifications	Essential qualification : Graduate in any discipline
	Post Qualification Experience	An officer retired from Central Government Ministries / Departments / PSUs / Autonomous bodies should have at least 10 years' experience dealing with matters related to regulatory / policy matters related work and should have worked as Under Secretary /AGM or equivalent in Central Government Ministries / Departments / PSUs / Autonomous bodies.
	Nature of Duties	1. Coordinate the empanelment of research institutions with TCSR for enabling policy/ regulatory research. 2. Handling of specific activities related to Signing of MOUs/LOI with other institutions/organizations. 3. Preparation of Capacity building program for different levels of Government in enabling use cases of evolving telecommunications technologies. 4. Organizing/ coordinating capacity building programs. 5. Preparation of administrative/ budgetary proposals for TCSR.

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3. Their services will be governed as per Telecom Regulatory Authority of India Order No.10-01/2020-A&P dated 12th March, 2021 (copy enclosed).

4. Eligible candidates desirous to be considered for the position **Consultant (Non-Tech) - Grade-II** in TRAI, may send their application in the format (**Annexure-I**) and candidates desirous to be considered for the position **Consultant (Tech) - Grade-I** may send their application in the format (**Annexure-II**) attached herewith in an envelope superscribing the post applied for to the **Sr. Research Officer (A&P), Telecom Regulatory Authority of India, Mahanagar Door Sanchar Bhawan, J.L. Nehru Marg (Old Minto Road), next to Zakir Hussain College, New Delhi- 110002 latest upto 22nd November, 2022.**

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17/10/22
(Vinay Kumar Goel)
Dy. Advisor (HR)
Tel. 011-23364-189

Internal circulation for information:-

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

APPLICATION FORM FOR ENGAGEMENT AS CONSULTANT (NON-TECH)-
GRADE-II IN TELECOM REGULATORY AUTHORITY OF INDIA HEADQUARTER
AT NEW DELHI

Attach
Photograph

1. Name of the position applied for:
Division..... Post code.....
2. Name of the applicant:
3. Date of Birth:
4. Nationality:
5. Category (SC/ST/OBC/GEN)
- (If belongs to SC/ST/OBC, documentary proof to be furnished)*
6. Address for (Correspondence)
.....
.....
7. Contact No. & email ID:
8. Date of Retirement:
9. Name of the organization from
where retired (**attach copy of PPO**)
.....
10. Total no. of years of experience of
working in Central Govt. Ministry/Deptts
PSU/Regulatory Body/ABs(**Attach Proof**) :.....
11. No. of years of experience of
working in **regulatory body (Attach Proof)**
12. Details of Educational Qualification
from Graduation onwards (**Degree/
year of passing/Division/Marks**)
.....
.....

- 13. Language known with proficiency:
- 14. Whether presently in job. If yes, then job is in Govt./PSU/Autonomous Institution/Private:
- 15. Whether permanent/temporary/on contract:.....
- 16. Posting details:
(Use Separate sheets if the space provided is not sufficient)

Post held	From	To	Scale of Pay/Pay drawn	Work handled (in brief)

- 17. Pay Scale / Last Pay drawn
- 18. Any other information
-
-

I certify that the information furnished above is true and correct to the best of my knowledge and belief.

Place:

Date:

(Signature of the applicant)

ANNEXURE-II**FORMAT OF APPLICATION FOR THE POSITION OF CONSULTANT (TECH) – GRADE-I ON CONTRACTUAL BASIS IN TELECOM REGULATORY AUTHORITY OF INDIA, NEW DELHI.**

1. NAME OF THE POSITION APPLIED FOR		Paste latest passport size photograph (Mandatory)
2. NAME OF THE DIVISION AND POST CODE		
3. NAME OF THE CANDIDATE		
4. FATHER'S NAME		
5. DATE OF BIRTH (Attested copy of proof of age to be attached)		
6. Whether belongs to SC/ST/OBC (If yes., documentary proof to be furnished)		
7. Nationality		
8. CORRESPONDENCE ADDRESS		
9. PERMANENT ADDRESS		
<u>10. CONTACT DETAILS</u>		
(i) Mobile No:		
(ii) Residence Telephone/ Mobile:		
(iii) Email id:		

11.(a) Educational Qualifications :

Exam Passed	Year of Passing	School/College	Board/University	Major Subjects	% of Marks/ Grade	Remarks
10 th						
12 th						
Degree						
PG						
ANY OTHER						

(b) Professional/Technical/Additional Qualifications :

Name of Professional Course	Year of Passing	Name of Institution	Board/University	Subjects Studied	% of Marks/ Grade	Remarks

12. Work Experience in the relevant fields :

Name & Address of Employer	Period of Service		Designation of Post	Scale of pay/Total Emoluments	Total length of Service	Nature of Work & level of responsibilities
	From	To				

13. Additional information:

PROFICIENCY IN COMPUTER	
ACADEMIC DISTINCTION (special achievements), IF ANY	
TECHNICAL SKILLS	
INTERNSHIPS / WORK EXPERIENCE (FULL TIME / PART TIME)	
KEY PROJECTS / PRESENTATIONS	
EXTRA CURRICULAR ACHIEVEMENTS	
ADDITIONAL INFORMATION IN SUPPORT OF YOUR SUITABILITY FOR THE POST	

I certify that the information furnished above is true and correct to the best of my knowledge and belief.

Place:

Date:

(Signature of the applicant)



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क्रमांक. ए-25/4/(6)/2021-प्र. एवं का.

दिनांक: 14 अक्टूबर, 2022

भादूविप्रा मुख्यालय, नई दिल्ली में सलाहकारों की नियुक्ति के लिए विज्ञापन

भारतीय दूरसंचार विनियामक प्राधिकरण (भादूविप्रा), नई दिल्ली संसद के एक अधिनियम अर्थात भादूविप्रा अधिनियम, 1997 के तहत स्थापित वैधानिक निकाय है। भादूविप्रा 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 के लिए और उससे जुड़े या उसके प्रासंगिक मामलों के लिए की गई है। प्रसारण और केबल सेवा क्षेत्रों के विनियमन से संबंधित कार्य भी 2004 से भादूविप्रा को सौंपे गए हैं।

2. भारतीय दूरसंचार विनियामक प्राधिकरण में अनुबंध के आधार पर प्रत्येक रिक्ति के सामने उल्लिखित समेकित पारिश्रमिक पर निम्नलिखित को भरने के लिए पात्र भारतीय नागरिकों से आवेदन रिक्तियों को आमंत्रित किया जाता है। नियुक्ति की अवधि, शैक्षिक योग्यता, अनुभव, आयु, कर्तव्यों की प्रकृति आदि के बारे में विवरण निम्नानुसार है:

(क) प्रसारण और केबल सेवाओं (बी एंड सीएस-1) विभाग के लिए सलाहकार

विभाग का नाम	विवरण	विवरण
बी एंड सीएस-1	पद का नाम	सलाहकार (गैर-तकनीकी) - ग्रेड- II
[पोस्ट कोड: 001]	आवश्यक सलाहकारों की संख्या	01
	पारिश्रमिक	रु.65,000/- (निश्चित) प्रति माह
	समय सीमा जिसके लिए सलाहकार को नियुक्त किया जाना है	01 वर्ष
	आयु सीमा	आवेदन की अंतिम तिथि को 65 वर्ष से कम आयु।
	शैक्षिक योग्यता	किसी मान्यता प्राप्त विश्वविद्यालय/संस्थान से बिजनेस एडमिनिस्ट्रेशन/इकोनॉमिक्स/कॉमर्स/लॉ में मास्टर/बैचलर डिग्री या इंस्टीट्यूट ऑफ चार्टर्ड अकाउंटेंट्स ऑफ इंडिया/इंस्टीट्यूट ऑफ कॉस्ट एंड वर्क्स अकाउंटेंट्स ऑफ इंडिया की सदस्यता।
	योग्यता के बाद का अनुभव	केंद्र सरकार के मंत्रालयों/विभागों/सार्वजनिक क्षेत्र के उपक्रमों/स्वायत्त निकायों से सेवानिवृत्त अधिकारी के पास अर्थशास्त्र/वित्त मुद्दों में काम करने का कम से कम 2 वर्ष का अनुभव होना चाहिए और केंद्र सरकार के मंत्रालयों/विभागों/सार्वजनिक क्षेत्र के उपक्रमों/स्वायत्त निकायों में अवर सचिव या समकक्ष या उससे ऊपर के पद के समकक्ष पद पर 7वें सीपीसी या समकक्ष वेतनमान के तहत पे मैट्रिक्स में वेतन स्तर 11-13 में काम किया हो।

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कर्तव्यों का प्रकार	परामर्श पत्र पर प्राप्त टिप्पणियों का विश्लेषण और प्रसारण क्षेत्र के मौजूदा बाजार परिदृश्य का आकलन जैसे मुद्दे। टेलीविजन, रेडियो और प्रिंट जैसे विभिन्न मीडिया की खपत पर डेटा का संग्रह और विश्लेषण। प्रसारकों और वितरण संस्थाओं के बीच लंबवत एकीकरण से संबंधित मुद्दों का विश्लेषण। क्षैतिज एकीकरण से संबंधित मुद्दों का विश्लेषण। केबल टीवी क्षेत्र की बाजार हिस्सेदारी पर डेटा का संग्रह और विश्लेषण। अंतरराष्ट्रीय प्रथाओं का अध्ययन। विधिक मुद्दों का अध्ययन। सिफारिशों का निरूपण। कोई अन्य संबंधित कार्य।
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(ख) प्रसारण और केबल सेवाओं (बी एंड सीएस-III) विभाग के लिए सलाहकार

विभाग का नाम	विवरण	विवरण
बी एंड सीएस-III]	पद का नाम	सलाहकार (तकनीकी) - ग्रेड- I
[पोस्ट कोड: 002	आवश्यक सलाहकारों की संख्या	01
	पारिश्रमिक	रु.80,000/- प्रति माह
	समय सीमा जिसके लिए सलाहकार को नियुक्त किया जाना है	प्रारंभ में 01 वर्ष के लिए (भादूविप्रा की आवश्यकता और पेशेवर के प्रदर्शन के आधार पर आगे बढ़ाया जा सकता है)
	आयु सीमा	आवेदन की अंतिम तिथि को 45 वर्ष से कम आयु।
	शैक्षिक योग्यता	बी.टेक/एम.टेक (सीएस/आई.टी/सॉफ्टवेयर इंजीनियर) /एम.बी.ए (आई.टी)/एम.सीए / एम.एस.सी (कंप्यूटर विज्ञान)
	योग्यता के बाद का अनुभव	आईटी परियोजनाओं और पोर्टलों को संभालने में तीन से अधिक वर्षों का अनुभव
	कर्तव्यों का प्रकार	वेब पोर्टल/वेबसाइट का परिचालन और परीक्षण का अनुभव

(ग) भादूविप्रा सेंटर फॉर स्टडीज एंड रिसर्च डिवीजन के लिए सलाहकार

विभाग का नाम	विवरण	विवरण
टीसीएसआर	पद का नाम	सलाहकार (गैर-तकनीकी) - ग्रेड- II
[पोस्ट कोड: 003]	आवश्यक सलाहकारों की संख्या	01
	पारिश्रमिक	रु.65,000/- (निश्चित) प्रति माह
	समय सीमा जिसके लिए सलाहकार को नियुक्त किया जाना है	प्रारंभ में 01 वर्ष के लिए (भादूविप्रा की आवश्यकता और पेशेवर के प्रदर्शन के आधार पर आगे बढ़ाया जा सकता है)
	आयु सीमा	आवेदन जमा करने की अंतिम तिथि को 65 वर्ष से कम।

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	शैक्षिक योग्यता योग्यता के बाद का अनुभव	आवश्यक योग्यता: किसी भी विषय में स्नातक केंद्र सरकार के मंत्रालयों/विभागों/सार्वजनिक क्षेत्र के उपक्रमों/स्वायत्त निकायों से सेवानिवृत्त अधिकारी के पास नियामक/नीतिगत मामलों से संबंधित कार्यों से निपटने का कम से कम 10 वर्ष का अनुभव होना चाहिए और केंद्र सरकार के मंत्रालयों/विभागों/ सार्वजनिक क्षेत्र के उपक्रमों/स्वायत्त निकायों में अवर सचिव/एजीएम या समकक्ष के रूप में काम किया हो।
	कर्तव्यों का प्रकार	1. नीति/नियामक अनुसंधान को सक्षम करने के लिए टीसीएसआर के साथ अनुसंधान संस्थानों के पैनल में समन्वय स्थापित करना। 2. अन्य संस्थानों/संगठनों के साथ समझौता ज्ञापन/एलओआई पर हस्ताक्षर करने से संबंधित विशिष्ट गतिविधियों को संभालना। 3. दूरसंचार प्रौद्योगिकियों के विकास के उपयोग के मामलों को सक्षम करने के लिए सरकार के विभिन्न स्तरों के लिए क्षमता निर्माण कार्यक्रम तैयार करना। 4. क्षमता निर्माण कार्यक्रमों का आयोजन/समन्वय। 5. टीसीएसआर के लिए प्रशासनिक/बजटीय प्रस्तावों की तैयारी।

3. उनकी सेवाएं भारतीय दूरसंचार विनियामक प्राधिकरण के आदेश संख्या 10-01/2020-ए एंड पी दिनांक 12 मार्च, 2021 (प्रतिलिपि संलग्न) के अनुसार शासित होंगी।

4. भादूविप्रा में सलाहकार (गैर-तकनीकी)-ग्रेड-II पद के लिए विचार किए जाने के इच्छुक योग्य उम्मीदवार अपना आवेदन प्रारूप (अनुलग्नक-I) के अनुसार आवेदित पद का अधिलेखन पत्र संलग्न करके भेज सकते हैं और सलाहकार (तकनीकी)- ग्रेड-I पद के लिए विचार किए जाने के इच्छुक उम्मीदवार अपना आवेदन प्रारूप (अनुलग्नक-II) के अनुसार आवेदित पद का अधिलेखन पत्र संलग्न करें और एक लिफाफे में उप सलाहकार (मानव संसाधन), भारतीय दूरसंचार विनियामक प्राधिकरण, महानगर दूरसंचार भवन, जेएल नेहरू मार्ग (ओल्ड मिंग्टो रोड), जाकिर हुसैन कॉलेज के बगल में, नई दिल्ली- 110002 नवीनतम 22 नवंबर, 2022 तक भेज सकते हैं।


(विनय कुमार गोयल)
उप सलाहकार (मा.सं.)
दूरभाष. 011-23364-189

पृष्ठ क्र.4





सत्यमेव जयते

भारतीय दूरसंचार विनियामक प्राधिकरण
TELECOM REGULATORY AUTHORITY OF INDIA

भारत सरकार / Government of India

[प्रशासन एवं कार्मिक अनुभाग / A&P Section]



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आंतरिक प्रचालन सूचना के लिए:

1. ओएसडी, अध्यक्ष के कार्यालय, भादूविप्रा
2. वरिष्ठ प्र.नि.स. - सदस्य, भादूविप्रा
3. वरिष्ठ प्र.नि.स. - सचिव, भादूविप्रा
4. सभी प्रधान सलाहकार/सलाहकार [मुख्यालय] और [आरओ], भादूविप्रा।
5. उप सलाहकार (आईटी) - कृपया परिपत्र को भादूविप्रा की वेबसाइट पर अपलोड करें।
6. नोटिस बोर्ड।

Nael



नई दिल्ली स्थित भारतीय दूरसंचार विनियामक प्राधिकरण मुख्यालय में सलाहकार (गैर-तकनीकी)-ग्रेड-II
के रूप में नियुक्ति के लिए आवेदन प्रपत्र

(तस्वीर संलग्न करें)



1. जिस पद के लिए आवेदन किया गया है उसका नाम: विभाग पोस्ट कोड
2. आवेदक का नाम:
3. जन्म तिथि:
4. राष्ट्रियता:
5. श्रेणी (अ.जा./अ.ज.जा./ओबीसी/ सामान्य)
(यदि अ.जा./अ.ज.जा./ओबीसी से संबंधित है, तो दस्तावेजी प्रमाण प्रस्तुत करना होगा)
6. (पत्राचार) के लिए पता
.....
.....
7. संपर्क संख्या और ईमेल आईडी:
8. सेवानिवृत्ति की तिथि:
9. संगठन का नाम
जहां से सेवानिवृत्त हुए हैं (पीपीओ की प्रति संलग्न करें)
10. केंद्र सरकार के मंत्रालय/विभागों /पीएसयू/नियामक निकाय/एबी में कार्य अनुभव के वर्षों की संख्या
(प्रमाण संलग्न करें):
11. नियामक निकाय में कार्य अनुभव के वर्षों की संख्या (प्रमाण संलग्न करें)
12. स्नातक के आगे शैक्षिक योग्यता का विवरण (डिग्री/उत्तीर्ण होने का वर्ष/विभाग/अंक)
13. प्रवीणता के साथ जानी जाने वाली भाषाएँ:
14. क्या वर्तमान में नौकरी कर रहे हैं। यदि हाँ, तो क्या नौकरी सरकारी/पीएसयू/स्वायत्त संस्था/निजी संस्थान में है:
15. स्थायी/अस्थायी/अनुबंध पर:.....

16. नियोजन का विवरण दें :
(अगर स्थान पर्याप्त नहीं है तो अलग शीट संलग्न करें)

धारित पद	से	तक	वेतनमान/ मूल्य वेतन	कार्यों की प्रकृति (संक्षिप्त में)

17. वेतनमान/आखिरी वेतन आहरित:

18. कोई अन्य जानकारी:

मैं प्रमाणित करता हूँ कि ऊपर दी गई जानकारी मेरे सर्वोत्तम ज्ञान और विश्वास के अनुसार सत्य और सही है।

स्थान:

दिनांक:

(आवेदक के हस्ताक्षर)

भारतीय दूरसंचार विनियामक प्राधिकरण, नई दिल्ली में संविदा के आधार पर सलाहकार (तकनीकी) - ग्रेड-1 के लिए आवेदन का प्रारूप	
<div style="border: 1px solid black; padding: 5px; width: fit-content; margin: auto;"> नवीनतम पासपोर्ट आकार का फोटो चिपकाएं (अनिवार्य) </div>	
1. जिस पद के लिए आवेदन किया गया है उसका नाम	
2. विभाग का नाम और पोस्ट कोड	
3. उम्मीदवार का नाम	
4. पिता का नाम	
5. जन्म तिथि (उम्र के प्रमाण की सत्यापित प्रति संलग्न की जाए)	
6. क्या अ.जा./अ.ज.जा./ अ.पि.व. से संबंधित है (यदि हां, तो दस्तावेजी प्रमाण प्रस्तुत किया जाए)	
7. राष्ट्रीयता	
8. पत्राचार का पता	
9. स्थायी पता	
10. संपर्क विवरण	
(i) मोबाइल नंबर:	
(ii) आवासीय टेलीफोन / मोबाइल:	
(iii) ईमेल:	

11.(ए) शैक्षणिक योग्यताएं:

परीक्षा उत्तीर्ण	उत्तीर्ण होने का वर्ष	स्कूल/कॉलेज	बोर्ड/विश्वविद्यालय	मुख्य विषय	अंकों / ग्रेड का %	टिप्पणियां
10वीं						
12वीं						
डिग्री						
पीजी						
अन्य						

बी) व्यावसायिक/तकनीकी/अतिरिक्त योग्यताएं:

प्रोफेशनल कोर्स का नाम	उत्तीर्ण होने का वर्ष	संस्था का नाम	बोर्ड/विश्वविद्यालय	मुख्य विषय	अंकों / ग्रेड का %	टिप्पणियां

12. संबंधित क्षेत्र में कार्य का अनुभव:

नियोक्ता का नाम और पता	सेवा की अवधि		धारित पद	वेतनमान/कुल मूल्य वेतन	सेवा की कुल अवधि	कार्यों की प्रकृति/जिम्मेदारियों का स्तर
	से	तक				

13. अतिरिक्त जानकारी

कंप्यूटर में दक्षता	
विद्या संबंधी पदवियां (विशेष उपलब्धियां), यदि कोई हो	
तकनीकी कौशल	
इंटरशिप / कार्य अनुभव (पूर्णकालिक / अंशकालिक)	
प्रमुख परियोजनाएं/प्रस्तुति	
पाठ्येतर उपलब्धियां	
पद के लिए आपकी उपयुक्तता के समर्थन में अतिरिक्त जानकारी	

मैं प्रमाणित करता हूं कि ऊपर दी गई जानकारी मेरे सर्वोत्तम ज्ञान और विश्वास के अनुसार सत्य और सही है।

स्थान:

दिनांक:

(आवेदक के हस्ताक्षर)

F. No. 10-01/2020-A&P
TELECOM REGULATORY AUTHORITY OF INDIA
Mahanagar Doorsanchar Bhawan, J.L. Nehru Marg (Old Minto Road)
Next to Zakir Husain College, New Delhi -110002

Dated: 12th March, 2021

Guidelines for Hiring of Consultants on contract basis in Telecom Regulatory Authority of India.

The appointment of Consultants in TRAI is covered under Rule 5 of TRAI (Salary, Allowances and other conditions of Service of the officers and employees) Rules, 2002 dated 25th October, 2002 issued by Govt. of India, Ministry of Communications and IT, Department of Telecom. Part VI of the TRAI (Officers and Staff Appointment) Regulations, 2001 dated 15th Feb 2001 also provides for contract Appointment. To bring greater clarity, flexibility, transparency and uniformity in the engagement, the following guidelines and procedures are prescribed for engagement of Consultants/Senior Consultants in the Telecom Regulatory Authority of India, in suppression of the 'Guidelines for Hiring of Consultants on contract basis' in the Telecom Regulatory Authority of India issued vide letter No. 10-2/2006-A&P dated 06.06.2008.

1 Rationale:

1.1 Telecom Regulatory Authority of India (TRAI), New Delhi is a statutory body set up under an Act of Parliament viz., Telecom Regulatory Authority of India Act (TRAI), 1997. TRAI has been established with an objective to regulate the Telecommunications Services, to protect the interest of service providers and consumers of the telecom sector, provide a fair and transparent policy environment which promotes a level playing field and facilitates fair competition, thus ensuring orderly growth of the telecom sector. The functions relating to regulation of Broadcasting and Cable Services Sectors have also been entrusted to TRAI from the year 2004. The Authority, while performing its functions assigned under the Act, requires inputs and support on certain areas in which it does not have enough in-house expertise or manpower. Thus, it requires to hire Consultants or Senior Consultants who possess the requisite skill.

1.2 The consultants can be hired in cases where there is:

- i) inadequacy of Capability or Capacity of required expertise in-house;
- ii) a need to have qualified consultant for providing a specialized high quality service;
- iii) a need for expert advice from a consultant acting independently from any affiliation, economic or otherwise to avoid conflicts of interest;
- iv) a need for transfer of knowledge/training/capacity and capability building as a by-product of such engagement;
- v) a need to acquire information about/identifying and implementing new methods and systems;
- vi) a need for planning and implementing organizational change;
- vii) internal capacity/capability available to do the job but there are considerations of economy, speed and efficiency in relation to additional requirement/commitment/usage of -
 - a) Staff/Management/Organization;
 - b) Technological and Material Resources;
 - c) Money and
 - d) Time/Speed of execution.

TRAI may hire Individual Consultants in two broad categories- Technical and Non-Technical.

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2. Contractual Terms and conditions:

2.1 Legal Status:

The Individual Consultant shall have the legal status of an independent Consultant vis-a-vis the Telecom Regulatory Authority of India and shall not be regarded, for any purpose, as being staff member or an official of TRAI. As such nothing within or relating to the contract shall establish the relationship of employer and employee between the Telecom Regulatory Authority of India and the Individual Consultant.

2.2 Standards of conduct:

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

2.3 Assignment of Duties:

The Individual Consultant shall perform the duties assigned to him. The Competent Authority reserves the right to assign any duty as and when required. No extra/ additional allowance shall be admissible in case of such additional assignment.

2.4 Provision of Sexual Exploitation and abuse:

In the performance of the contract, the Individual Consultant shall comply with the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013. The Individual 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 give rise to a ground for termination of the contract. If required, further appropriate legal action may also be recommended.

2.5 Medical Clearance and service incurred Death and Grievous injury: TRAI may require the Individual Consultants to submit a Good Health Certificate from a registered Physician at the time of joining duties. In the event of death or grievous injury to the Individual Consultant during the course of his/her duties, compensation shall not be payable to the individual Consultant or his/her dependents. It is desired that the Individual Consultants take out and maintain adequate insurance required to meet their obligations from own responsibility.

2.6 Basic Support Facility - Basic support like office space, furniture, stationery, computer, laptop, calculator, access to Internet etc. may be provided to the Individual Consultant where needed by the TRAI so that assigned duties may be handled smoothly. Any equipment and supplies provided to the individual Consultants and any damage or degradation occurred to the equipment at the time of return beyond normal wear and tear, shall be administered as per extant rules.

2.7 Confidentiality of Documents & Information- The Individual Consultant would be subject to the provisions of the Indian Official Secrets Act, 1923. They 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.

Signature

(3)

2.8 Settlement of Disputes - TRAI and the Individual Consultant shall use their best efforts to amicably settle any dispute, controversy or claim arising out of the Contract or the breach, termination or invalidity thereof. 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 the controversy.

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

2.10 Termination -The Telecom Regulatory of India can terminate the contract at any time without prior notice and without providing any reason thereto. However, in the normal course it will provide one month's notice to the Individual Consultant. The Individual Consultant can also seek for termination of the contract upon giving one month's notice to TRAI.

2.11 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 will be applicable.

3. **Term of Reference:** -Heads of Divisions shall be responsible for ensuring that detailed terms of reference describing the work to be performed are prepared well in advance of the engagement of Consultant and submit it as Annexure in a timely manner to the Administration Division for processing. The terms of reference are mandatory and shall form part of the individual contract. The terms of reference shall include the outputs to be delivered and the functions to be performed. The outputs and functions shall be specific, measurable, attainable, result-oriented and time bound.

4. General Terms & Conditions:

4.1 Term of appointment -Individual Consultants will be hired for a fixed period initially not exceeding one year which is extendable another one year, Beyond two years, where adequate justification exists, the term may be extended based on a review of task and performance of the appointee provided it shall not be extended beyond 05 years after superannuation.

4.2 Professionals with requisite qualification and experience as prescribed for different positions will be hired as Individual Consultants.

5 Educational Qualification and Experience:

5.1 Educational Qualification: Specific educational qualification/experience may be prescribed as per actual requirement of particular positions.

Signature

5.2 Experience, age and remuneration:

Name of the Position (Technical /Non Technical)	Post Qualification experience in -Years	Upper age limit** in years	Monthly Remuneration [§]
Consultant (non- tech)- Grade -I/ Young professional (non-tech)	03 years as Asstt / PA	65	50,000/- (Fixed)
Consultant (non-tech)- Grade II	Under Secretary /AGM / 03 years as Section Officer	65	65,000/- (Fixed)
Young Professional (Tech)	0-3	32	65,000/- (Fixed)
Consultant (Tech) Grade-I	3-8	45	80,000/- 1,00,000
Consultant (Tech) Grade-II	8-20	60	1,00,000-1,50,000
Sr. Consultant	20 years and above	65	1,50,000-2,20,000

**Note 1: In general Consultant will not be allowed to serve beyond the maximum age of 65 years.

§ Note 2: In case of retired Government Servants, the remuneration will be computed and restricted with reference to the Government of India directions issued in this regard from time to time.

6 Selection Process:

6.1 The selection of Consultants shall be made in accordance with the provisions included in GFR, 2017 under rules 177-196 and as per relevant paras of the Manual for Procurement of Consultancy and Other Services 2017.

6.2 The requirement of professionals for the Telecom Regulatory Authority will be advertised as and when needed on its Website and in at least one National Newspaper (both in Hindi and English) and employment news.

6.3 The applications received against the advertised positions shall be screened and shortlisted by a panel consisting of Sr. Research Officer (A&P), Section Officer (A&P) and any other person nominated by Advisor (Admn). The shortlisted applications shall be placed before the Selection Committee(s) to be constituted from time to time for different advertised consultant posts.

6.4 The Selection Committee may devise its own method for selection of suitable candidates as per requirement. The Selection Committee may also recommend names for keeping in wait list with valid time period.

6.5 The TRAI may also adhere to rule 194 of GFR for hiring Consultants from established Research Organizations. In exceptional cases, individuals may be hired on secondment basis from Private institutions/Organizations with the approval of the Chairperson, TRAI.

7 Payment of Remuneration:

7.1 The consolidated remuneration as indicated in para 5.2 will include applicable taxes and no other allowances will be paid. In case of retirees, the consolidated remuneration will be arrived at by deducting the basic pension from the pay drawn at the time of retirement. The amount of remuneration so fixed shall remain unchanged for the terms of the contract. There will be no annual increment / percentage increase during the contract period.

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7.2 The payment of consolidated pay will be released by the TRAI within one week after completion of the month based on the Biometric Attendance/ Physical Attendance to be verified by the concerned Divisional Heads.

7.3 No increment and Dearness Allowance shall be allowed during the term of contract.

7.4 House Rent Allowance: No HRA shall be admissible

8. **Transport Allowance & TA/DA:** An appropriate and fixed amount as Transport Allowance for the purpose of commuting between the residence and the place of work shall be allowed not exceeding the rate applicable to the appointee at the time of retirement. The amount so fixed shall remain unchanged during the term of appointment. Young Professional (Non-tech), Young Professionals (Tech), Consultant- Gr-I, Consultant- Gr. II and Sr. Consultant shall be allowed transport allowance as admissible to Assistants, Technical Officer, SRO, Dy. Advisor and Jt. Advisor, respectively in TRAI. Retired employees engaged as consultants may be allowed TA /DA on official tour, if any, as per their entitlement at the time of retirement subject to upper Limit of entitlements as admissible to Jt. Advisor in TRAI. Consultant (Tech) Gr. II shall be entitled for TA /DA as admissible to Dy. Advisor in TRAI and Sr. Consultant shall be entitled for TA/DA as admissible to Jt. Advisor in TRAI.

9. **Leave:** - The Individual Consultants shall be eligible for paid leave of absence @ 1.5 day for each completed month of service besides the Gazetted holidays. Accumulation of leave beyond a calendar year will not be allowed. "No work no pay" will be applicable during the period of contract, if more than prescribed leave is taken.

10. **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 the payment and the Department will issue TDS certificate/GST as the case may be. TRAI takes no liability for taxes or other contribution payable by the Individual Consultant on payment made under the contract.

11. **Authenticity:** -If any declaration given or information furnished by Consultant proves to be false or if he/she is found to have willfully suppressed any material information, he/she will be liable for removal from such contract and also such other action as the Government may deem necessary.

12. **Relaxation:** - Where Chairperson, TRAI is of the opinion that it is necessary or expedient to do so, it may by order and for reasons to be recorded in writing, relax any of the provisions of the guidelines.

S.K. Dutta

(S.K. Dutta)
Jt. Advisor (Coord & HR)