

File No: 3/53/2018-SD/AM
Indira Gandhi National Centre for the Arts
Sutradhara Division


Dated: 22nd September, 2021

Sub: Terms and conditions for recruitment/appointment of academic/technical personnel engaged on contract basis against regular vacancies.

Recruitment Rules of the Indira Gandhi National Centre for the arts (IGNCA) provide for recruitment/appointment of academic/technical personnel on contract basis against regular vacancies. In order to ensure uniformity of conditions of service of personnel engaged on contract basis it has been decided to lay down the following terms and conditions:-


1. Tenure:

- (i) The initial engagement will be for a period of two years, at the end of which a review/assessment of the performance of the personnel concerned shall be undertaken by a duly constituted Committee headed by the Member Secretary, IGNCA, which shall include a domain expert (as defined in the Recruitment Rules) and depending upon the result of such a review/assessment of the overall performance, the term of the personnel concerned may be extended upto another three years. (The review/assessment of the Committee, as aforesaid, shall be final. Thereafter, further extensions will be for five-year periods at a time based each time on the same process of review mentioned above).
- (ii) Applications for regularisation of Professional/Personnel on Contract basis may however be considered by a High Powered Committee presided by Member Secretary, IGNCA in which the President, IGNCA could nominate a member from EC and a senior subject Specialist. The application will be considered strictly on the basis of performance and the merit of the applicants.
- (iii) Notwithstanding anything contained in sub-clauses (i) to (ii) above, the contract of appointment shall automatically come to end at the expiry of the period of engagement as prescribed in clause (i) above unless specifically and expressly extended further.


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2. Other Terms and Conditions:

- (i) The contractual appointee will be entitled to remuneration equivalent to the pay and allowances and the benefits of Leave, CPF, Travelling Allowance, LTC and medical facilities as are available to regular employees of the IGNCA at the corresponding level/post;
- (ii) The contractual appointee shall submit the report of the work done by him/her as per the targets set for a particular period or year in the Annual Performance Appraisal Report format as prescribed or may be prescribed for the academic personnel within the stipulated time frame.
- (iii) The contractual appointee shall, during the period of his contract of service, faithfully serve the IGNCA and shall at all times devote his time and energies to honestly and diligently pursuing, executing, superintending, organizing, promoting and improving the aims and objectives of the IGNCA and shall do and perform all such services, functions, acts, matters and things at any place in India or abroad, as the Member Secretary of the IGNCA shall from time to time direct.
- (iv) The contractual appointee shall be bound by the rules of conduct as applicable to the other employees of the IGNCA from time to time. He/shall shall be liable to be proceeded against for any acts of omission or commission amounting to misconduct in accordance with disciplinary rules as applicable to regular employees of IGNCA.


22/9/21

(Priyanka Mishra)
Director (Admn.)

All HoDs/Regional Directors

Copy to:

1. PS to Member Secretary
2. PS to FA & CAO
3. Sr. PA to Director (Acad.)
4. Copy for IGNCA's website
5. Guard file