

F.No.3/53/2018-SD(AM)

Indira Gandhi National Centre for the Arts

**Subject : Revised Procedure and Guidelines for engagement of retired IGNCAs employees as Consultants in IGNCAs .**

The scheme for engagement of retired IGNCAs employees as Consultant on contract basis in IGNCAs henceforth be regulated as per the following guidelines:-

**1. Eligibility :**

- 1.1 Persons retired from the post of Assistant/Section Officer/Under Secretary/Deputy Secretary/Director or equivalent of IGNCAs is eligible for the position of Consultant.
- 1.2 Should have communications and interpersonal skills, knowledge of computer applications such as MS Word, MS Excel and Power Point etc.
- 1.3 Should have expertise in drafting/noting, budget/accounts, office procedure, etc.

**2. Remuneration :**

- 2.1 The monthly consolidated remuneration for various levels will be paid as under:-

| S.No. | Level                                  | Remuneration |
|-------|--|--------------|
| 1.    | Director/Deputy Secretary & equivalent | Rs.60,000/-  |
| 2.    | Under Secretary & equivalent           | Rs.50,000/-  |
| 3.    | Section Officer & equivalent           | Rs.45,000/-  |
| 4.    | Assistant & equivalent                 | Rs.35,000/-  |

- 2.2 Shall not be entitled to any allowance such as DA, transport facility, residential accommodation, CGHS, Medical reimbursement etc.
- 2.3 The travelling allowance on tour, if any, shall be as per the entitlement of the officer/official before retirement.

**3. Engagement:**

- 3.1 The engagement of Consultant will be purely on contract basis and will not confer any right for regular appointment in the IGNCAs.

