

**Government of India**  
**Ministry of Communications**  
**Department of Telecommunications**  
**Telecommunication Engineering Centre**  
**K. L. Bhawan, Janpath, New Delhi - 110001**

**-NOTIFICATION-**

No. : 1-13/2020-Pers./TEC

Dated: 10.11.2020

**Sub.:- Engagement of Consultants in Telecommunication Engineering Centre, New Delhi on short-term contract basis.**

Telecommunication Engineering Centre, Department of Telecommunications, New Delhi intends to engage consultants, on short-term contract basis, from among the retired Government servants/ retired officials of PSUs / Autonomous bodies /Research Organizations, as per the details given below:

Name of the Cadre	Scale of Pay (as per 6 <sup>th</sup> Pay Commission)	Grade Pay	Level as per 7 <sup>th</sup> CPC	No. of Posts likely to be filed	Places of posting
Assistant Director	PB-2 Rs. 9300-34800	Rs. 4800	Level 8	07	New Delhi, Mumbai, Kolkata, Bengaluru
Junior Telecom Officer	PB-2 Rs. 9300-34800	Rs. 4600	Level 7	04	-do-
PA	PB-2 Rs. 9300-34800	Rs. 4600	Level 7	3	-do-
Steno, Gr. D	PB-1 Rs. 5200-20200	Rs. 2400	Level 4	5	-do-
UDC	PB-1 Rs. 5200-20200	Rs. 2400	Level 4	1	-do-
LDC	PB-1 Rs. 5200-20200	Rs. 1900	Level 2	3	-do-
MTS	PB-1 Rs. 5200-20200	Rs. 1800	Level 1	10	-do-

2. The above vacancies are provisional and may vary as per the actual requirements at the time of finalisation of the selection.

3. The period of engagement will be initially for a period of six months. Based on performance and requirement of services, the contract can be further extended



upto a maximum of six terms (six months each) or sixty-five years of age whichever is earlier.

4. The term and conditions of the engagement as stipulated in "Guidelines for engaging Consultants in TEC" issued vide OM No. 1-13/2020-Pers./TEC dated 10.11.2020 (Annexure-I) shall be applicable. Further, conditions of DoT OM No. 1-50(1)/2018-Estt dated 10.09.2020 and subsequent circulars, if any from DoT in this regard shall also be applicable.

5. The eligibility condition applicable for the above posts are given in Annexure-II. Job profile is given in Annexure-III, and the Application Form is given at Annexure-IV.

6. The willing and eligible officers/officials may send their duly filled application in the prescribed Proforma (Annexure-IV) along with Declaration (Annexure-V) and other required documents by post or submit personally to the Assistant Director General (Estt.), Telecommunication Engineering Centre, K. L. Bhavan, Janpath, New Delhi-110001 on or before **15.12.2020 (last date)**. Delayed / incomplete applications will be rejected summarily.

7. For more details visit the website [www.tec.gov.in](http://www.tec.gov.in) or [www.dot.gov.in](http://www.dot.gov.in).

Enc: Annexure I, II, III, IV & V



(S. P. Singh)  
Director (Pers & Estt)  
TEC, New Delhi  
Tel: 011-23328605

Copy to:

- 1) PPS to Member (S), New Delhi
- 2) DDG (Estt.), DoT HQ, New Delhi
- 3) DDG(IT)/TEC/DoT for publishing on the TEC/DoT Website.



सत्यमेव जयते

**Government of India**  
**Ministry of Communications**  
**Department of Telecommunications**  
**TELECOMMUNICATION ENGINEERING CENTRE**  
Khurshid Lal Bhawan, Janpath, New Delhi - 110001

No. 1-13/2020-Pers./TEC

Dated 10.11.2020

**Guidelines for engaging Consultants in TEC**

**1.0 OBJECTIVE:**

1.1 Telecommunication Engineering Centre (TEC) is an attached office and technical arm of Department of Telecommunications (DoT). It is responsible for formulation of standards, specifications, test procedures, service specifications and technical regulations for telecommunication and related ICT sector. The technical work at TEC Headquarters is accomplished through various Divisions such as Mobile, Radio, Information Technology, Internet of Things, Smart Network, Next Generation Switching, Transmission, Fixed Access, Future Networks, Telecom Certification, Standardization etc. List of Divisions and their work areas in short is given at Enclosure-A. Besides its headquarters in New Delhi, there are regional offices for Northern, Eastern, Western and Southern Regions located at New Delhi, Kolkata, Mumbai and Bengaluru respectively.

1.2 TEC seeks to engage retired Government Servants/ retired officials of PSUs/Autonomous Bodies or Research Organizations as Consultants on short term contract basis.

**2.0 Terms and Conditions of engagement:**

2.1 The terms & conditions for hiring of services of the consultants will be governed by DoT OM No.1-50(1)/2018-Estt dated 10.09.2020, and other circulars/orders issued by the Government from time to time, and the terms and conditions mentioned in this guideline. The important conditions mentioned in DoT OM No.1-50(1)/2018-Estt dated 10.09.2020 are as under:

- 2.1.1 The retired person(s) shall be appointed/engaged on a short term contract basis initially for a period of six months. Based on his/her performance and requirement of his/her services, the contract can be further extended upto a maximum of six terms (six months each) or sixty five years of age whichever is earlier. The assessment of Head of respective unit shall be final in this regard.
- 2.1.2 Candidates should not be more than sixty-five years of age on the date of his/her engagement.
- 2.1.3 Computer literacy is necessary.
- 2.1.4 The engagement of retired personnel in short term contract basis can be terminated by either of the party with prior notice of 30 days.

### **3.0 ELIGIBILITY:**

- 3.1 The retired Government Servants, retired officials of PSUs or Research Organization or equivalent, are eligible to apply.
- 3.2 At the time of retirement, the applicant should have held on regular basis the post which is equivalent to the post he is applying for.
- 3.3 TEC may specify other special eligibility criteria and work experience, as per the requirement of the posts to be filled up and in the interest of the service.

### **4.0 DURATION OF ENGAGEMENT:**

- 4.1 The retired person(s) shall be appointed/engaged on a short term contract basis initially for a period of six months.
- 4.2 Based on his/her performance and requirement of his/her services, the contract can be further extended upto a maximum of six terms (six months each) or sixty five years of age whichever is earlier.

### **5.0 FEE/REMUNERATION:**

- 5.1 The consolidated fee/remuneration payable to retired person(s) engaged as consultant on short term contract basis shall be governed by Department of Telecommunications O.M. No.1-50(1)/2018-Estt dated 10.09.2020, and other circulars/orders, if any issued by the Government from time to time.



## **6.0 HOW TO APPLY:**

6.1 Interested and eligible candidates must submit their applications along with their CVs, areas of work interest in the prescribed application form to designated office of TEC, in response to the advertisement/ notification from the TEC.

## **7.0 SELECTION:**

7.1 After the preliminary scrutiny regarding eligibility, the applications of shortlisted candidates will be placed before the selection committee.

7.2 A three-member Selection Committee would be formed to go through the applications received and draw a panel for the cadre.

7.3 The Selection Committee may conduct personal or telephonic interview, if required. No TA / DA shall be paid to candidates for attending the personal interview.

7.4 The Selection Committee can also identify Consultants for specific work domain/ area after direct interaction with any specific retired officer/official having desired expertise/experience.

7.5. The list of empanelled Consultants will be put in the public domain through TEC website. The panel shall be valid for a period of six months, which may be extended up to one year for the eligible candidates.

7.6 Depending upon the number of applications received, Selection Committee may shortlist the best candidates as per the required number of vacancies to be filled during the particular period. The committee may also decide the suitability criteria, screening methodology, size of empaneled list etc. on case to case basis.

## **8.0 PLACEMENT:**

8.1 An orientation/introductory session may be held for the Consultants at the beginning of their engagement, if required.

8.2 The Consultant would be attached with one of the Divisions of the TEC and the head of the Division may further attach the consultant with one of the subordinate officers for reporting and work assignment.

8.3 The attendance record and the details of work supervision shall be maintained by the Divisions/Units in TEC. The work of Consultant will also be monitored through periodical interactions by respective Divisional Head.

## **9.0 CODE OF CONDUCT:**

- 9.1 The Consultants engaged by the TEC shall observe the Code of Conduct, which shall include but will not be limited to, the following:
- 9.1.1 The Consultants shall follow the rules and regulations of the organization.
  - 9.1.2 Work plans and work schedules shall be developed by the controlling officer/official and the Consultants shall invariably adhere to the same.
  - 9.1.3 The Consultants shall not reveal to any person or organization confidential information pertaining to the organization, its work and its policies.
  - 9.1.4 Consultants may, with the prior permission of the organization, present their work to academic bodies and at seminars and conferences. However, even for this purpose information that is confidential to the organization cannot be revealed under any circumstances.
  - 9.1.5 Any papers and documents written and/or published, if any, by the Consultants should carry the caveat that the views are the personal and do not represent or reflect the views of the TEC/DoT.
  - 9.1.6 Consultants will follow the advice given to them by the TEC regarding representations to third parties.
  - 9.1.7 No Consultant shall interact with or represent the TEC to any type of the media (print and/or electronic) including social media like facebook/ twitter handles etc.
  - 9.1.8 Consultants will conduct themselves professionally in their relationship with the TEC and the public in general.
  - 9.1.9 It may be strictly observed that the conduct of the Consultants and their access to the data shall be the sole responsibility of the concerned Division.
  - 9.1.10 Any work done for TEC by the Consultants during the period of their engagement will be the sole property of the TEC and TEC reserves the right to use any such work for its own purpose. The Consultant is barred from claiming intellectual property rights on the work done in TEC during the period of their engagement with TEC.



## **10.0 TERMINATION OF SERVICES:**

10.1 The TEC reserves the right to terminate services of any Consultant at any point of time without assigning any reason, with 30 day's prior notice.

10.2 If the Consultant decides to disengage from the TEC, he should provide 30 day's prior notice.

10.3 At the time of relieving, the Consultant must hand over to the TEC, any papers, equipment or other assets which might have been given to him by the TEC in course of his work with the TEC. This will include any badges or ID Cards which may have been issued to the Consultant.

10.4 If it comes to the notice of the TEC that the Consultant, who has been terminated/disengaged by the TEC, continues to act in a manner which gives an impression that he is still engaged for the TEC, the TEC shall be free to take appropriate legal action against such person.

## **11.0 PERIODICITY AND NUMBER OF ENGAGEMENT:**

11.1 Engagement of Consultants will be done as per requirement of the organization.

11.2 TEC will engage the services of the Consultants after assessing the requirement as per provisions of the extant rules and the requirements of TEC.

## **12.0 SCHEME REVIEW:**

12.1 TEC reserves the right to review the guidelines at any time. The guidelines so reviewed will be placed in the public domain preferably through the website of TEC. However, decision of TEC will be final in this regard.

## **13.0 POWER TO REMOVE DIFFICULTIES:**

13.1 Head of TEC or his appointed/nominated representative shall have the power to remove any difficulty in the way of the implementation of these guidelines.



(S. P. Singh)

Director (Pers & Estt.)

**LIST OF TECHNICAL DIVISIONS AND THEIR WORK AREAS**

<b>Sl. No.</b>	<b>Division</b>	<b>Work Areas</b>
1.	Fixed Access (FA)	Fixed Access Technology, Reduction of Carbon foot print, E-waste, Energy Efficiency & Green Telecom etc.
2.	Future Networks (FN)	Future Network & Technology Development, Broadband Network Policy Initiatives & Technology Solutions, Preferential Market Access (PMA) methodology etc.
3.	Information Technologies (IT)	IPv6 implementation, Standardization of IT equipment & Services etc.
4.	Internet of Things (IoT)	Internet of Things (IOT)/ Machine to Machine (M2M) communications, Study and standardization of M2M Gateway and Architecture, Smart Power, Smart Automotive, Smart Health, Smart Safety and Surveillance solutions etc.
5.	Mobile Technologies (MT)	5G, LTE-Advance, LTE, WCDMA (including HSDPA, HSUPA, HSPA, HSPA+ etc.), CDMA 2000 1X, WIMAX, Numbering Plan etc.
6.	Next Generation Switching (NGS)	TDM & NGN based switching technologies, Media Gateways, Centralized Monitoring System, PSTN Lawful interception, Routing & Signalling Plans etc.
7.	Radio (R)	Terrestrial Radio-communication, Ground Equipment for Satellite Communication, Wi-Fi Systems, Spectrum, Radio wave propagation Studies, EMF Exposure measurement framework, Disaster Management, Safety, Environment and EMI/EMC standards etc.
8.	Smart Networks (SN)	Study and standardization of M2M domain Security, Smart Cities, Smart Homes, Smart villages and Agriculture, Smart Environment (Environment monitoring and Pollution Control), Smart Governance etc.
9.	Standardization (SD)	Standardization in ICT, Cross-sector standardization co-ordination etc.
10.	Transmission (TX)	Optical Transport and Optical Fiber Cables/systems, Transmission synchronization equipment etc.
11.	Telecom Certification (TC)	Implementation of Mandatory Testing and Certification of Telecommunication Equipment (MTCTE) framework, Development and administration of MTCTE portal, Type approval & Interface Approval Certification, Co-ordination with stakeholders etc.
12.	Telecom Security (TS) & Cyber Security (CS)	NGN transport lab, IPv6 Ready Logo approved lab, IPv6 Conformance and interoperability testing, Setting up Telecom Security Test Lab etc. Contribution in Defining the Security indexing guidelines for telecom equipment, Defining security auditing guidelines specific to telecom Service providers etc.
13.	Access Lab	Setting up Access Lab
14.	CPE & TL	Setting up Customer Premises Equipment & Terminal Lab (CPE&TL)
15.	Control Lab	Setting up Control Lab
16.	Green Passport Lab	Setting up Green Passport Lab
17.	Mutual Recognition Agreements (MRA)	Mutual Recognition Agreements, Designation of Conformity Assessment Bodies (CABs) and Certification Bodies (CBs) etc.
18.	Regional TEC offices	Testing of telecommunication equipment/ systems/ services etc.
19.	Admin, Personnel, Establishment. and Finance Divisions	These Divisions perform their standard functions pertaining to TEC





**ELIGIBILITY CONDITIONS**

**1. Assistant Director: -**

- A) Officer who has worked under the Central/ State Govt. or their PSUs/ Autonomous bodies/Research Organisation, and at the time of retirement was
- i) Holding analogous post of Assistant Director on regular basis in Central/ State Govt. in the Pay scale of PB2 with Grade Pay of Rs. 4800 (6th CPC) or equivalent pay scale as revised from time to time.

Or

  - ii) Holding SDE/ Sr. SDE or analogous post in the Pay scale of 20600-46500/ 24900-50500 in pre-revised IDA scale or equivalent pay scale as revised from time to time.

Or

  - iii) Holding a post in PB2 with GP of 4600 in CDA (6<sup>th</sup>CPC) Or holding a post in the pre-revised pay scale of 16400-40500 in IDA with minimum of 3 years' experience in the grade or equivalent pay scale as revised from time to time.

**B) Minimum Educational Qualification:**

- i) Bachelor Degree in Engineering or Technology or Equivalent in any discipline.

Or

- ii) Bachelor Degree in Science or equivalent from recognised university.

**C) Desirable Experience:**

- i) Working experience in the field of Telecommunications or Information Technology
- ii) Working knowledge of Computer utility software such as MS Office/ MS Access/ Linux/ RDBMS.

**2. Junior Telecom Officer: -**

- A) Officer who has worked under the Central/ State Govt. or their PSUs/ Autonomous bodies, and at the time of retirement was-
- i) Holding analogous post of Junior Telecom Officer on regular basis in Central/State Govt. in the pay scale of PB2 with Grade Pay of Rs. 4600 (6th CPC) or equivalent pay scale as revised from time to time.



Or

- ii) Holding JTO or analogous post in BSNL/MTNL/ITI/TCIL/ Any other PSU in the pay scale of 16400-40500 in current IDA scales or equivalent pay scale as revised from time to time.

Or

- iii) Holding a post in PB2 with GP of 4200 in CDA (6<sup>th</sup> CPC) OR holding a post in the pre-revised pay scale of 13600-25420 in IDA with minimum of 3 years' experience in the grade or equivalent pay scale as revised from time to time.

**B) Minimum Educational Qualification:**

- i) Diploma in Engineering or Technology or Equivalent in any discipline.

Or

- ii) Bachelor Degree in Science or equivalent from recognised university.

**D) Desirable Experience:**

- i) Working experience in the field of Telecommunications or Information Technology
- ii) Working knowledge of Computer utility software such as MS Office/ MS Access/ Linux/ RDBMS.

**3. AO/AAO/PS/PA/Steno/ UDC/ ASO/ LDC/MTS: -**

- A) Officer/Official who has worked under the Central/ State Govt. or their PSUs/ Autonomous bodies/Research Organisation, and at the time of retirement was

- iv) Holding analogous post in CDA scale as revised from time to time.

Or

- v) Holding analogous post in IDA scale as revised from time to time.

**B) Desirable Experience:**

- i) Working experience of two years in the respective post
- ii) Working knowledge of Computer utility software MS Office (Word, Excel, PPT etc)

JOB PROFILE IN TEC

**(A) Job profile of AD/JTO: -**

- i. Formulation of specifications, standards and regulations viz., Generic, Interface, Essential requirements, Service Requirements and Technical reports (GR, IR, ER, SR & TR), TSTP (Test schedule and test procedure) for telecom equipments, interfaces, and services.
- ii. Testing and certification of networks, equipment, for conformance and interoperability.
- iii. Testing and validation of technologies and equipment,
- iv. Monitoring of networks for compliance to the laid-down norms and standards.
- v. Providing support in formulation of Fundamental National Telecom Plans, viz., Numbering Plan, Spectrum Management Plan, Transmission Plan, Switching Plan, Synchronisation Plan, and provide technical support to service providers in implementing them.
- vi. Interaction with international telecommunication standards organisations, such as ITU, IEEE and other national and international standardization bodies.
- vii. Interaction with academia, R&D/scientific organisations, industrial/service provider's associations.
- viii. Handling the cases for designation of domestic Conformance Assessment Bodies (CAB) and recognition of foreign Conformance Assessment Bodies (CAB) and Certification Bodies (CB) for testing and certification of telecom products for the use in the countries having Mutual Recognition Agreement (MRA), as Designating Authority (DA) for India.
- ix. Planning, consultancy and implementation etc. of ICT related projects.
- x. Handling Personnel, Establishment, Administration and Vigilance related functions and other routine office work.
- xi. General works such as Parliament Question/ PG/RTI/ Handling of Court Cases/ Disaster Management/ Coordination etc.
- xii. Any other work as assigned from time to time by superior officers.

**(B) Job Profile of Other Posts (AO/AAO/PS/PA/Steno/ UDC/ ASO/ LDC/MTS):-**

Job profile for other posts are standard jobs pertaining to the posts

**APPLICATION FOR ENGAGEMENT AS CONSULTANT  
IN TELECOM ENGINEERING CENTRE, NEW DELHI**

1. Name of post applied for :
2. Name of applicant :
3. Residential address, email, Contact No. :
4. Date of Birth(dd/mm/yyyy) :
5. Date of retirement (dd/mm/yyyy) :
6. Retirement Details:
  - (i) Name and address of Office  
/Organisation from which retired :
  - (ii) Post held on regular basis :
  - (iii) Date from which post was held :
  - (iv) Last Basic pay / Pay scale :
  - (v) Present Pension Details (Pay, DA,  
Scale of Pay and Total drawn per month):

Affix latest  
passport size  
photograph  
(self-attested)

7. Education Qualification and work experience:

Qualification	SL.	Qualification/Experience required	Qualification/Experience possessed by the officer
Essential	1	Pay Scale of the post	
	2	Educational Qualification	
Desirable	1	Work Experience	
	2	Computer literacy	
Any Other			

8. List of Documents/ Certificates attached :

- (i) Proof of Last Pay scale and Pay drawn (Required) : (Yes / No)
- (ii) Proof of Last Post held (Required) : (Yes / No)
- (iii) Proof of Educational Qualification (Required) : (Yes / No)
- (iv) Retirement Document/Certificate (Required) : (Yes / No)
- (v) Pension Document, if applicable (Required) : (Yes / No)
- (vi) Brief Bio-Data with work experience details (optional) : (Yes / No)
- (vii) Any other document, if any (optional) : (Yes / No)

9. Details of employment in chronological order (Attach separate duly authenticated by your Signature sheet if required) for last ten years:

Sl. No.	Name of office/ organization where employed	Post held	From	To	Scale of Pay/Pay Band with Grade Pay	Nature of duties performed
Please use separate sheet.						

10. Nature of past employment i.e. whether Permanent, temporary, adhoc or quasi permanent :

11. In case the presently employed after retirement, please state

a) The date of initial appointment :

b) The period of appointment :

b) Name of the parent office/organization:

c) Type of appointment (regular/contract):

12. Additional information if any which may support your suitability for the post :

13. Choice for place of posting (in order of preference) : 1.  
2.  
3.

14. Remarks, if any :

Date:

Signature of the Applicant

Mobile No.

Email:

**DECLARATION**

I, \_\_\_\_\_ hereby declare that my engagement as Consultant in Telecommunications Engineering Centre, Department of Telecommunications, New Delhi is purely on short term contract basis.

II. I shall not have any right to claim for seniority or regular service in the Government/TEC on the basis of the service rendered by me as a Consultant in TEC.

III. I am not entitled for any other entitlement in the Department of Telecommunications or Telecommunications Engineering Centre except consolidated lump sum payment admissible as per rule and therefore will not resort to lay any claim for the same.

Place:

Date:

**Signature of the Applicant**

