

Government of India  
Ministry of Law and Justice  
Legislative Department  
Vidhi Sahitya Prakashan  
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No. A-12023/01/2012-VSP(A)

Dated: 30<sup>th</sup> October, 2017

**CIRCULAR**

Subject: - Engagement of retired Central Government servants as Consultant on contract basis for a period of one year.

Application are invited from interested retired Central Government servants of the level of Editor/Assistant Editor and equivalent for engagement as Consultant in the Vidhi Sahitya Prakashan, Legislative Department, Ministry of Law and Justice for a period of one year on the monthly remuneration of Rs. 50,000/- (Rupees fifty thousand only).

2. The terms and conditions of the contract shall be as under:-

- a. The candidate should have degree in Law and before his retirement served the Govt. on the levels given in para 1 above.
- b. He should have the knowledge and experience of legal translation of Supreme Court and High Courts judgments their vetting, editing and preparation head notes for at least fifteen years.
- c. **Period of contract:** The period of contract initially will be for one year. Engagement on contractual basis will be subject to satisfactory performance and it can be terminated by the Vidhi Sahitya Prakashan (VSP) without assigning any reason whatsoever at any time. The contractual assignment shall not confer any right or claim to any regularization or continuance of service.
- d. The retired officers and employees engaged on contractual assignment shall not be entitled for HRA, DA, TA and residential accommodation.
- e. **Age limit:** The maximum age limit for the applicants is 65 years as on 1<sup>st</sup> October, 2017.
- f. **Leave:** They will not be entitled to any kind of regular leave except casual leave on pro-rata basis.
- g. Their working days and working hours shall be same as are applicable in case of other serving officer and employees of the Prakashan.
- h. They will have the option to give up their assignment by giving one month's advance written notice.
- i. **Number of Consultants to be engaged:** The number of contractual engagement of the Consultants will be three (3).

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- j. Last date for submission of application: The interested retired officers and employees belonging to above categories and who are willing to serve in the Vidhi Sahitya Prakashan (VSP) shall submit their application within 30 days from the date of the circular to the undersigned (Shri Debadutta Behera, Under Secretary, Vidhi Sahitya Prakashan, Legislative Department, Ministry of Law and Justice, Room No. 10, First Floor, ILI Building, Bhagwan Dass Road, New Delhi-110001). Application received after due date will not considered.

Encl: Prescribed performa

  
(Debadutta Behera)

Under Secretary to the Govt. of India

To

1. All branches of Legislative Department, Legal Affairs, M/o Law and Justice.
2. Secretaries to Government of India, All Ministries/ Departments of the Government of India.
3. All Chief Secretaries to the State Government/Union Territories.
4. NIC Cell M/o Law and Justice for uploading the circular on the web-site of the Ministry for wide publicity.

FORMAT OF APPLICATION FOR THE POST OF CONSULTANT IN VIDHI SAHITYA  
PRAKASHAN, LEGISLATIVE DEPARTMENT, MINISTRY OF LAW AND JUSTICE  
ON CONTRACT BASIS

1.	Name in full (IN BLOCK LETTERS)				Self attested copy of passport size photograph be pasted	
2.	Date of Birth (self attested valid documentary proof as a copy of PPO, Last Pay Certificate, copy of Aadhar and PAN)					
3.	Father's Name					
4.	Correspondence Address (Including Telephone Number/ Fax Number/Email Id)					
5.	Permanent Address					
6.	Present occupation, if any					
7.	Bank A/C No. and Branch					
8.	Details of employment during last 15 years before retirement:					
	Name and address of employer	Designation, scale of pay including last pay in the grade	Whether regular/ deputation ad-hoc	Period of service		Nature of duties/experience
				From	To	
9.	Time required for joining the post					

It is certified that the information furnished above is correct and true to the best of my knowledge.

Place:-

Date:-