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Government of India
Ministry of Defence
Defence Research & Development Organisation (DRDO)
Centre for Military Airworthiness & Certification (CEMILAC)
Marathahalli Colony, Bengaluru - 560 037

Advt No.: CEMILAC/5921/HRD/MPM (Retd)

Dated: 04 Nov 2024

**Sub : Engagement of Retired Government Officials as Consultant on Contract basis in DRDO
inviting applications thereof - reg.**

1. DRDO invites applications from retired officials from Central Government / State Government / PSU / Autonomous Bodies having considerable experience of functioning of Central Government Ministries / Departments for engagement as Consultant on short term contract basis. The relevant details and eligibility criteria are given below:

S/ No	Post Code	No. of Posts	Pay Level of Retired Official	Category	Post Specific Terms & Conditions	Unit & Location
(i)	2023/CEMILAC (RCMA)/175	1	12	Technical	Refer Annexure-1	RCMA (A/C-R&D), Bangalore
(ii)	2023/CEMILAC (RCMA)/181	1	12	Technical	Refer Annexure-2	RCMA (Koraput), Koraput
(iii)	2023/CEMILAC (RCMA)/182	1	12	Technical	Refer Annexure-3	RCMA (Chandigarh), Chandigarh
(iv)	2023/CEMILAC (RCMA)/183	1	12	Technical	Refer Annexure-4	RCMA (Nasik), Nasik
(v)	2023/CEMILAC (RCMA)/185	1	13 / 13A	Technical	Refer Annexure-5	RCMA (Kanpur), Kanpur

(i) **Tenure of Contract:** Initially One year, extendable for second year as decided by the competent authority.

(ii) **Experience:**

- Officers / Officials who have retired from Central / State Govts. PSUs. Autonomous Bodies, Universities, Govt. R&D Organizations and possessing practical knowledge and experience in the field for which he / she is applying (as per TOR).
- Persons possessing experience of having worked with DRDO would be accorded preference during selection / appointment.
- He / She should have effective communication (both oral and written) and interpersonal skills with a strong flair for in-depth examination of his / her areas of work.

(iii) **Age-Limit:** The maximum age limit for all categories of retired Govt. employees for applying will be 63 years as on closing date of application.

(iv) **Remuneration & Allowances:**

- (a) **Remuneration and conveyance allowance for Pensioners:** A fixed monthly amount shall be admissible, arrived at by deducting the basic pension from the pay drawn at the time of retirement. The amount so fixed shall remain unchanged for the term of contract. There will be no annual increment / percentage increase during the contract period. A fixed monthly amount as conveyance allowance for the purpose of commuting between the residence and the place of work shall be allowed as: Rs. 5,000/- for Pay Levels 12 & 13/13A.
- (b) **Remuneration and conveyance allowance for Non-pensioners:** Maximum consolidated monthly remuneration and conveyance allowance shall be as under:

Pay Scales (Pay Scales of Employees Retired from PSUs)	* Equivalent Pay Scales of 7 th CPC	Remuneration	Conveyance Allowance
Rs.80,000 - Rs.2,20,000/-	Level 12	Rs. 60,000/-	Rs. 5,000/-
Rs.90,000 - Rs.2,40,000/-	Level 13 / 13A	Rs. 60,000/-	Rs. 5,000/-

* *Equivalence is prepared based on the pay matrix of 7th CPC and revised pay scales of PSUs for the purpose of eligibility and remuneration / conveyance allowance.*

No retired Government Servant shall be eligible for appointment as a Consultant unless there is a gap of fifteen (15) days between his / her retirement and appointment as Consultant.

2. Interested eligible retired officials of Central Government / State Government / PSU / Autonomous Bodies may submit their applications in the enclosed format ([Appendix-A](#) word document is enclosed) along with copy of documents as referred in the application to the Director. The address is as follows:

The Chief Executive (Airworthiness)
Centre for Military Airworthiness and Certification (CEMILAC)
DRDO, Ministry of Defence
Govt. of India, Marathahalli Colony Post
BENGALURU - 560 037
Phone No.: 080-25121123 / 1108
Fax: 080-25235131

3. **Candidates applying for more than one Post Code required to submit separate application for each Post Code.**

4. The applications (*pdf duly signed and annexed word document duly filled*) can also be sent by **e-mail: hrd.cemilac@gov.in** with the subject line “**Application for Consultant**”. Incomplete / ineligible applications / applications sent to address other than mentioned address or applications received after closing date will be rejected automatically without any intimation to individual. The DRDO reserves all right to accept or reject in part or in full or all the responses without assigning any reasons whatsoever.

5. The broad terms and conditions of the contract is annexed (Refer [Appendix-B](#)) which is also required to be submitted along with [Appendix-A](#).

6. **Cutoff date for receipt of application is 24 Nov 2024**

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Post Code	2023/CEMILAC (RCMA)/175
Advt No.	Advt No. CEMILAC/HRD/5921/MPM(Retd)
No. of Posts	01
Lab/Estt (work place)	RCMA(Aircraft-R&D), CEMILAC, Bengaluru
Category	Technical
Pay Level of Retired Official	Level 12
Maximum Remuneration	As per para 1- iv of Advt No. CEMILAC/HRD/5921/MPM(Retd)
Contract/Duration/Period	Initially one year (extendable for second year, as decided by the Competent Authority)
Application Format	Appendix-A
Terms and conditions of the contract	Appendix-B
Closing date	24 Nov 2024

Post Specific Terms of Reference (TOR) for Engagement of Consultant**A. Discipline or domain, where engagement of Consultant is required**

Essential Qualification: B.E / B.Tech in Aeronautical / Mechanical Engineering

Desirable Qualification: M.E / M.Tech in Aeronautical / Mechanical Engineering

B. The Expertise/Skills/knowledge required for engagement as consultant

- A minimum of 10 years of working experience on Aircraft Structural Design, Analysis and Airworthiness
- Should have experience in Defence Projects.
- Should have experience and comprehensive technical knowledge on structural analysis using Conventional Methods and FEA.
- Should possess knowledge on Airworthiness Certification practices
- Knowledge on Materials is desired

C. Outline of the tasks to be carried out

- To formulate/examine the route to certification document for new projects
- Scrutiny of Analysis reports, Test Schedules and Test Reports for its adequacy.
- To perform independent verification of analysis/test results through conventional methods and FEA tools
- Support in issuance of Airframe System clearances.

Post Code	2023/CEMILAC (RCMA)/181
Advt No.	Advt No. CEMILAC/HRD/5921/MPM(Retd)
No. of Posts	01
Lab/Estt (work place)	RCMA(Koraput), Koraput
Category	Technical
Pay Level of Retired Official	Level 12
Maximum Remuneration	As per para 1- iv of Advt No. CEMILAC/HRD/5921/MPM(Retd)
Contract/Duration/Period	Initially one year (extendable for second year, as decided by the Competent Authority)
Application Format	Appendix-A
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Closing date	24 Nov 2024

Post Specific Terms of Reference (TOR) for Engagement of Consultant**A. Discipline or domain, where engagement of Consultant is required**

Essential Qualification: Degree in Electrical Engineering with aero engine electrical / aircraft electrical systems experience

Desirable Qualification: Higher Qualification preferable

B. The Expertise/Skills/knowledge required for engagement as consultant

Minimum 10 years of working experience in the areas of Design/Certification/Overhaul of aero engine electrical aggregates and sensors, analysis of test rig and test bed results related to electrical systems.

C. Outline of the tasks to be carried out

- Scrutiny of Design Documents, Drawings & Qualification Test Procedure
- Study & Finalization of Airworthiness Certification Plan & Type Approval Basis as per guidelines of Indian Military Technical Airworthiness Requirements-21 (IMTAR-21).
- To participate in Preliminary Design Reviews / Critical Design Reviews
- To assist CEMILAC/RCMA in issuance of Letter of Technical Approval (LoTA) / Provisional Clearance (PC) / Type Approval and associated activities
- Involvement in Defect Investigation of aero engine electrical aggregates, sensors and related aircraft electrical systems.
- Association during field trials / studies related to aero engine/aircraft electrical systems and their analysis.

Post Code	2023/CEMILAC (RCMA)/182
Advt No.	Advt No. CEMILAC/HRD/5921/MPM(Retd)
No. of Posts	01
Lab/Estt (work place)	RCMA(Chandigarh), Chandigarh
Category	Technical
Pay Level of Retired Official	Level 12
Maximum Remuneration	As per para 1- iv of Advt No. CEMILAC/HRD/5921/MPM(Retd)
Contract/Duration/Period	Initially one year (extendable for second year, as decided by the Competent Authority)
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Post Specific Terms of Reference (TOR) for Engagement of Consultant

A. Discipline or domain, where engagement of Consultant is required

Essential Qualification: B.E / B.Tech in Electronics Engg

Desirable Qualification: M.E / M.Tech in Electronics Engg

B. The Expertise/Skills/knowledge required for engagement as consultant

Individual with sufficient experience (Minimum 10 years) in Design / Certification / maintenance of Airborne Electronics Systems.

C. Outline of the tasks to be carried out

- Study & Finalization of Technical Speciation
- Study & Finalization of Airworthiness Certification Plan & Type Approval Basis as per guidelines of Indian Military Technical Airworthiness Requirements-21 (IMTAR-21).
- Scrutiny of Design Documents, Drawings & Qualification Test Procedure
- Study of Integration documents for Modification / Upgradation Projects
- To participate in Preliminary Design Reviews / Critical Design Reviews
- Study of documents and participation in following meetings
 - a. Local Type Certification Committee (LTCC)
 - b. Local Modification Committee (LMC)
 - c. Lifting Committee
- To assist CEMILAC/RCMA in issuance of Letter of Technical Approval (LoTA) / Provisional Clearance (PC)/Type Approval and associated activities
- To assist RCMA in approval of Mod Leaflet Approval and its associated activities
- Any Other work assigned by Chief Executive (A) / Director / Group Director / Regional Director.

Post Code	2023/CEMILAC (RCMA)/183
Advt No.	Advt No. CEMILAC/HRD/5921/MPM(Retd)
No. of Posts	01
Lab/Estt (work place)	RCMA(Nasik), Nasik
Category	Technical
Pay Level of Retired Official	Level 12
Maximum Remuneration	As per para 1- iv of Advt No. CEMILAC/HRD/5921/MPM(Retd)
Contract/Duration/Period	Initially one year (extendable for second year, as decided by the Competent Authority)
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Closing date	24 Nov 2024

Post Specific Terms of Reference (TOR) for Engagement of Consultant

A. Discipline or domain, where engagement of Consultant is required

Essential Qualification: B.E / B.Tech in Electrical / Electronics / Instrumentation

Desirable Qualification: Higher Qualification is preferable

B. The Expertise/Skills/knowledge required for engagement as consultant

The individual should have more than 10 years of experience in the areas of Design / Development / Certification of Military Avionics

C. Outline of the tasks to be carried out

To Support in carrying out the following concurrent and continued airworthiness certification activities of avionics, electrical, sensors and payloads.

- Review of Type Certification Basis and Airworthiness Certification Plans
- Review adequacy of requirements and design documents
- Verify standard of preparation documents
- Review adequacy of functional and qualification test plans and test reports
- Preparation of airworthiness certification criteria, certification requirements and tailoring of standards
- Participate in defect investigation and failure analysis
- System Integration Activities, Indigenization Activities, Design Verification & Validation.

Post Code	2023/CEMILAC (RCMA)/185
Advt No.	Advt No. CEMILAC/HRD/5921/MPM(Retd)
No. of Posts	01
Lab/Estt (work place)	RCMA(Kanpur), Kanpur
Category	Technical
Pay Level of Retired Official	Level 13/13A
Maximum Remuneration	As per para 1- iv of Advt No. CEMILAC/HRD/5921/MPM(Retd)
Contract/Duration/Period	Initially one year (extendable for second year, as decided by the Competent Authority)
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Closing date	24 Nov 2024

Post Specific Terms of Reference (TOR) for Engagement of Consultant**A. Discipline or domain, where engagement of Consultant is required**

Essential Qualification: B.E / B.Tech / Equivalent in Material Science.

Desirable Qualification: M.E / M.Tech in Polymer Science / Textile Engineering.

B. The Expertise/Skills/knowledge required for engagement as consultant

- Design knowledge of material used in fabrication of non-metallic component such as erubberised seal, fabric reinforced hoses, Washer for high temperature usage.
- Selection of textile/metallic during design phase of various parachute system.
- Lifing Study of non-metallic component.
- Working experience in DRDO in similar field is desirable

C. Outline of the tasks to be carried out

Selection of material during development of various aircraft components, acceptance criteria for any deviation in specified material, generating material specification from reverse technique, life assessment of non-metallic items.

**PROFORMA OF APPLICATION FOR ENGAGEMENT OF RETD GOVT EMPLOYEES
AS CONSULTANT IN DRDO.**

- 1) Name in Full :
- 2) Date of Superannuation :
- 3) Designation at the time of Superannuation :
- 4) Basic Pay & Grade Pay / Pay Level at the time of Superannuation. :
- 5) Name of the Organization last served with Address. :
- 6) Date of Birth :
- 7) Age (As on closing date of advertisement) :
- 8) Gender (Male / Female) :
- 9) Address for Correspondence :

Email :

Contact No (Landline) : Mobile No :

- 10) Educational Qualification (Graduation onwards) :

- 11) Areas of Research :

(for Scientific / Technical posts)

Area of Specialization
(for Admin Posts) :

- 12) Complete record of services rendered in Organizations / Estts before superannuation:
(with special reference to the experience in the level of post for which application is made)

Post Held with Pay Level	From	To	Subjects Handled (in brief)

- 13) Complete list of published books / monographs :
Research papers etc. *(for Scientific /
Technological posts only)*
- 14) Details of Knowledge of Computer :
- 15) Any other relevant information :
(please enclose separate sheets, if required)

DECLARATION

I hereby declare that the particulars furnished above are true and correct to the best of my knowledge and belief. I understand and agree that in the event of any information being found false OR incorrect/incomplete or ineligibility being detected at any time before or after selection, my candidature is liable to be rejected and I shall be bound by the decision of the Department. I have read this circular and ready to accept all the terms and conditions for engagement of Consultants.

(Signature of the Applicant)

Date:

Following documents are to be enclosed by the applicant

1. Aadhar Card - for Identity & Address Proof
2. PAN Card
3. Copy of P.P.O
4. Copy of proofs of Educational Qualifications
5. Copy of Service Verification Certificate

TERMS AND CONDITIONS

FOR ENGAGEMENT AS CONSULTANT IN THE LABS / ESTTS / UNITS OF DRDO

1. The consultant shall perform the services as per Terms of Reference (TOR) and the task / jobs assigned to him / her by the Director of the concerned Lab / Estts / Unit, where he is engaged.
2. The working hours would be that of the working hours of the Lab / Estts / Unit where he is engaged.
3. Under special circumstances, the Consultant could be called for services on holidays or beyond normal working hours for which no other benefits / leave will be granted.
4. The consultancy will start for a period of one year from the date he / she enters into the contract agreement with DRDO.
5. The consultant shall be paid remuneration and conveyance allowance as per the para 6 of GoI letter dated 06 July 2022, subject to the ceiling that remuneration plus pension drawn by the consultant shall not be more than the last pay drawn by him at the current rate of DA. Mandatory deduction, if any, will be made. The remuneration for services rendered in a month shall be payable in subsequent month.
6. Secretary DD (R&D) shall have the right to examine / review / terminate the consultancy services provided by him / her at any time.
7. The consultant shall perform his / her obligations under his / her consultancy with all necessary skills, diligence, efficiency and economy.
8. The consultant shall meet high standard for ethics and integrity under the agreement of appointment.
9. No other facility whatsoever except remuneration and conveyance allowance shall be provided to him / her by DRDO in his / her capacity as Consultant.
10. The Department shall not be responsible for any loss, accident, damages / injury suffered by him / her whatsoever arising in or out of the execution of his / her work, including travel.
11. Consultant shall abide with Contract Agreement, Non-Disclosure Agreement, General Conduct Rules, Information Security Act and other restrictions as applicable to Govt. employees.
12. Paid leave of absence may be allowed at the rate of 1.5 days for each completed month of service. Accumulation of leave beyond a calendar year may not be allowed.
13. During the terms of the consultancy, he / she shall not be engaged in any private business or professional activity which could conflict with the interest of the Government. The engagement of Consultants is of a temporary (non-official) nature against the specific jobs.

DECLARATION

I (Name of the Consultant), S/o..... hereby agree unconditionally with all above referred Terms & Conditions for engagement as consultant in DRDO.

(Signature of the Applicant)

Name:

Date & Place: