

No. 2 (172)/ AT/ 2022/299  
Government of India  
Ministry of Finance  
Appellate Tribunal (SAFEMA)  
'A' Wing, 4<sup>th</sup> Floor, Lok Nayak Bhawan,  
Khan Market, New Delhi - 110023  
Tel: 011-20819916/15

Dated: 16<sup>th</sup> August, 2023

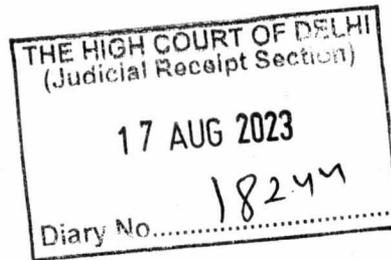
To:  
The Registrar General,  
Delhi High Court,  
Sher Shah Road,  
New Delhi - 110503

**Subject: Engagement of retired Government Employees as Consultant Appellate Tribunal**

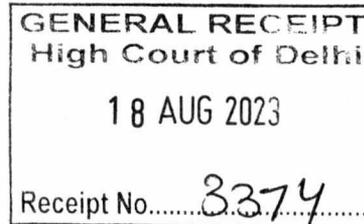
Sir,

Vacancy circular of Appellate Tribunal, SAFEMA dated 19<sup>th</sup> July 2023 along with corrigendum dated 16<sup>th</sup> August 2023 on the above mentioned subject is attached with request to circulate the same in the Hon'ble High Court of Delhi and other subordinate offices including District Courts in Delhi for wider publicity.

Encl. A/a



*AKM*  
16/08/2023  
(Anoop Kumar Parmar)  
Registrar



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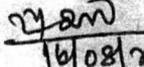
Dated: 16<sup>th</sup> August, 2023

Corrigendum

**Subject: Engagement of retired Government Employees as Consultant Appellate Tribunal**

In the vacancy circular dated 19<sup>th</sup> July 2023 of the Appellate Tribunal, SAFEMA on the above subject matter, following corrigendum is issued:

1. For all the category of posts/ consultants age limit is to be read as 'Should not be more than age of 64 years' in place of 'Should not be more than age of 63 years'.
2. Last date of the receipt of application is extended till 31.08.2023.

  
16/08/2023  
(Anoop Kumar Parmar)  
Registrar

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Tel: 011-20819916/15

Dated: 19<sup>th</sup> July, 2023

**Vacancy Circular**

**Subject: Engagement of retired Government Employees as Consultant Appellate Tribunal**

Applications are invited from eligible candidates fulfilling the eligibility criterion mentioned below for engagement of retired Central Government Employees as 'Consultant' (in the level of Sr. PPS/ PPS/ Sr. PS/ PS) purely on contractual basis, initially for a period of 01 year or till such vacancy is filled with regular incumbent, whichever is earlier. Details regarding eligibility criteria, terms of references etc. are as follows

Name of Post/ Scale	No. of vacancy	Age Limit	Experience
Sr. Principal Private Secretary (pay level 12/ equivalent)	1 (one)	Should not be more than age of 63 years.	Officers retired from the post of Sr. PPS of Central Secretariat Stenographer's Service or any other similar service at equivalent level Experience: English stenography speed @100 w.p.m. (7 minutes dictation to be transcribed in 50 minutes on computer)  <b>Desirable:</b> Preference will be given to those who have experience of working in Courts/ Tribunals / Adjudicating Authority
Principal Private Secretary (Pay level 11/ equivalent)	1 (One)	Should not be more than age of 63 years.	Officers retired from the post of PPS of Central Secretariat Stenographer's Service or any other similar service at equivalent level Experience: English stenography speed @100 w.p.m. (7 minutes dictation to be transcribed in 50 minutes on computer)  <b>Desirable:</b> Preference will be given to those who have experience of working in Courts/ Tribunals / Adjudicating Authority

- 2.4 **Drawal of Pension:** A retired Government officer/official appointed as consultant shall continue to draw pension and the dearness relief on pension during the period of his/ her engagement as consultant. His/ her engagement as Consultant shall not be considered as a case of re-employment.
- 2.5 **Tax Deduction at Source [TDS]:** TDS as admissible shall be deducted from the monthly remuneration of Consultants. A TDS certificate shall be issued by the concerned DDO on demand.
- 2.6 **Working Hours:** Consultants may follow the normal working hours as prescribed [i.e. 09:30 AM to 06:00 PM], however, as per the exigency one has to sit late to complete the time bound work.
- 2.7 **Duties:** Consultants may also require to undertake dictations in open Court Rooms or in the chamber of the Hon'ble Chairman or Member as the case may be apart from other duties assigned to them.
- 2.8 The appointment of Consultants would be on full-time basis and they would not be permitted to take up any other assignment during the period of Consultancy in the Appellate Tribunal.
- 2.9 The appointment of Consultants is of a temporary (non-official) nature against the specific jobs.
- 2.10 No TA/ DA shall be payable to the Retired Government Employee for attending skill test/ interview.

### **3. CONFIDENTIALITY OF DATA AND DOCUMENTS**

- 3.1 The Intellectual Property Rights (IPR) of the data collected as well as deliverables produced for the Appellate Tribunal shall remain with the Appellate Tribunal.
- 3.2 No one shall utilize or publish or disclose or part with, to a third party, any part of the data or statistics or proceedings or information collected for the purpose of his assignment or during the course of, assignment for the Appellate Tribunal without the express written consent of the Appellate Tribunal.
- 3.3 The consultant shall be bound to hand-over the entire set of records of assignment to the Appellate Tribunal before the expiry of the contract and before the final payment is released by the Appellate Tribunal.

### **4 CONFLICT OF INTEREST**

- 4.1 The Consultant appointed by the Appellate Tribunal shall in no case represent or give opinion or advice to others in any matter which is adverse to the interest of the Appellate Tribunal nor will he indulge in any activity outside the terms of the contractual assignment.

- a) Copy of retirement notification
- b) Copy of Pension Payment Order (PPO)
- c) Certificate in support of educational qualification & experience

Scanned copies of the documents should be submitted in pdf format only.

Encl. A/a

*AKP*  
*19/07/2023*  
(Anoop Kumar Parmar)  
Registrar, Appellate Tribunal  
Email: [registrar-atfp@gov.in](mailto:registrar-atfp@gov.in)

To:

1. All Ministries/ Department under the Central Government - with request to host it on their website and notice board for publicity
2. Under Secretary (CA Cell), North Block, New Delhi - with request to host it on DoR's website as well as websites of CBIC and CBDT
3. Notice Board.

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/ interview, my candidature is liable to be rejected and I shall be bound by the decision of the Appellate Tribunal of Posts. I have read this circular and ready to accept all the terms and conditions for engagement of Consultants.

Place:

Signature

Date:

(Full name of the applicant)