

**F.No.3-2/2006-FIU-IND(Admn)**  
**Government of India**  
**Ministry of Finance**  
**Department of Revenue**  
**Financial Intelligence Unit-India**

6<sup>th</sup> Floor, Hotel Samrat,  
Kautilya Marg, Chanakyapuri  
New Delhi – 110021

Dated: 13 April, 2012

Applications are invited for the post of Consultant at the level of Section Officer, purely on contract basis, on consolidated monthly remuneration of Rs 20,000/-, initially for a period of six months from the date of engagement or till filling up of the post on a regular basis, whichever is earlier.

**2. Eligibility Conditions:**

Retired Central Government Officials:

- i) who were holding analogous post on a regular basis before retirement and
- ii) who have worked as Assistants for a period of at least three years in PB-2 with grade pay of Rs 4600/- ( in Central Ministries) or Rs 4200/- ( in attached/subordinate offices) before retirement.

**3. Educational Qualifications and other qualifying conditions:**

- a) a Bachelor's degree from a recognized university; and
- b) Two years' experience in matter related to establishment and administration

**4. Desirable:**

Persons having experience of working as Section Officer in Govt. of India in fields related to finance/revenue/direct taxes/indirect taxes would be given preference.

**6. Age – limit:**

Retired Government officials who have not attained the age of 62 years on last date of receipt of the application can apply.

**7. Duration:**

Candidates selected will be appointed on contract basis for a period of six months or till or till one of the two vacant posts of Section Officer is filled up on a regular basis, whichever is earlier.

**8. Method of Selection:**

The shortlisted candidates will be interviewed by a Selection Committee constituted for this purpose, whose decision will be final and no correspondence in this regard will be entertained. Intimation shall be sent only to the selected candidate. FIU-IND would undertake police verification of the selected candidates.

**9. Undertaking:**

The successful candidates would be required to abide by the terms and conditions detailed in Annexure-I. (enclosed) They would also be required to give a Non-Disclosure Undertaking as per Annexure-II.(enclosed) prior to their engagement.

10. Interested candidates may submit their application in the enclosed format as per Annexure III in sealed cover super-scribed "***Selection for the post of Consultant on Contract basis in FIU-IND, 2012***" which should reach this office by **23rd April 2012.**

(S K Sharma)  
Deputy Director  
Phone: 26883011  
Fax : 26874459

All Ministry / Departments of Government of India - They are requested to give wide publicity to this circular amongst all the retired Section Officers / Assistants.

**Copy to:**

NIC Cell, FIU-IND for uploading the Circular, Application Format, terms and conditions on the website of FIU-IND. Soft copy of the notice is also sent herewith.

(S K Sharma)  
Deputy Director

**TERMS AND CONDITIONS:**

1. Retired Government employees with relevant experience would be eligible for selection.
2. The appointment of Consultant would be on Full time basis and they would not be permitted to take up any other assignment during the period of Consultancy with FIU-IND.
3. Consultant would be required to sign a Non Disclosure Undertaking as per Annexure-II.
4. The Consultant shall not indulge or disclose to any person, any details of office, operational process, technical know-how, security arrangements, and administrative / organizational matters as all are of confidential / secret nature.
5. The appointment of Consultant is of a temporary (non official) nature and the appointment can be cancelled at any time without assigning any reason.
6. A retired Government official appointed as Consultant shall continue to draw pension and the dearness relief on pension during the period of his engagement as Section Officer. His / her engagement shall not be considered as a case of re-employment.
7. The Consultant shall not be entitled to any allowance such as Dearness allowance, Residential Telephone, Transport Facility, Residential Accommodation, Personal Staff, CGHS, Medical Reimbursement etc.
8. Consultant shall be eligible for 8 days leave in a calendar year on pro-rata basis. Therefore, the officer shall not draw any remuneration in case of his / her absence beyond 7 days in a year (calculated on a pro-rata basis). Also un-availed leave in a calendar year cannot be carried forward to next calendar year.
9. FIU-IND would be free to terminate the services in case of absence of by more than 15 days beyond the entitled leave in a calendar year.
- 10.No TA /DA shall be admissible for joining the assignment or on its completion.
- 11.Office shall not be liable for any loss, damage, theft, burglary or robbery of any personal belonging / equipment or vehicles of the personnel.
- 12.The Consultant shall not claim any benefit / compensation / absorption / regularization of service with this office.
- 13.The officer may be called on Saturday, Sunday and other gazette holidays, if required.

*(Instructions: This Non-Disclosure Undertaking should be signed by persons who are engaged on contract basis with or by FIU-India)*

**Non-Disclosure Undertaking**

To  
The Director,  
Financial Intelligence Unit-India (FIU-IND),  
Ministry of Finance, (Department of Revenue),  
6th Floor, Samrat Hotel,  
Kautilya Marg, Chanakyapuri,  
New Delhi - 11 00 21

Sir,

I hereby undertake

- to treat all the information that comes to my knowledge as part of my duties in this office as confidential information and keep it strictly confidential.
- not to sell, trade, publish or otherwise disclose to any one in any manner whatsoever including by means of reproduction either in physical, hardcopy, digital or in electronic format.
- to hold such confidential information in trust and confidence both during and after the terms of my engagement.
- not to engage in any other employment/ occupation/ consultancy or any other activity during my engagement with FIU-IND which would otherwise conflict with my obligations towards FIU-IND.
- to abide by data security policy and related guidelines issued by FIU-IND.

2. In the event of my termination of employment for any reason whatsoever, I shall promptly surrender and deliver to FIU-India any records/material, equipment, documents or data which is of confidential nature.

3. I shall keep FIU-IND informed of any change in my address or contact details during the period of my engagement.

4. I understand that I can be terminated at any point of time for breach of the above conditions and can be proceeded against under the relevant laws for the time being in force.

5. For the purpose of this undertaking, Confidential Information means any information received by FIU-India in terms of its mandate under Prevention of Money Laundering Act, 2002, from any of its source, whether received in physical or in electronic format. It shall also include references received from law enforcement/intelligence agencies including foreign FIUs with regard to investigations undertaken by them as well as information contained in various databases of FIU-IND.

Yours faithfully

(Signature )

Name:.....

Dated:.....

Address:.....

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Personal contact No.....

**PROFORMA  
APPLICATION FOR ENGAGEMENT AS CONSULTANT ON CONTRACT BASIS  
IN THE FINANCIAL INTELLIGENCE UNIT- INDIA.**

1.	Name				
2.	Post applied for				
3.	Father's Name.				
4.	Date of Birth & Nationality				
5.	Date of entry into service (including service & batch)				
6.	Date of retirement				
7.	Office address at the time of retirement				
8.	Phone & FAX Number with STD code				
9.	E-mail address				
10.	Permanent Residential Address				
11.	Present Residential Address				
12.	Educational Qualifications				
13.	Position held since entry into service :				
	Designation & Place of posting	Scale of pay	From	To	Nature of work performed
14.	Applicant must indicate how the eligibility criteria like number of years of service rendered in the relevant pay scale, educational qualification, experience in the relevant field, age on closing date of application and period are fulfilled.				
15.	Name and address, telephone number of reference if any				

Date:

Signature of the Candidate