



**NATIONAL INVESTIGATION AGENCY**  
MINISTRY OF HOME AFFAIRS  
GOVERNMENT OF INDIA  
CGO COMPLEX  
LODHI ROAD


NEW DELHI – 110 003  
TELE NO. 011-24368800 & FAX NO. 011-24368801

**NOTICE**

Subject: - **Engagement of Retired officers/officials as Investigation Expert (Consultant) on contract basis in the NIA.**

National Investigation Agency (NIA) vide circular No E-394/Cre/Misc/01/2023/5708 dated 08.04.24 has invited applications from Retired Officers/Officials of Central and State Governments for '**Walk-In-Interview**' to be held **on 6<sup>th</sup> and 7<sup>th</sup> May, 2024 (Monday & Tuesday) at 1100 hrs** at NIA HQ, CGO Complex, Lodhi Road, New Delhi for engagement of Retired officers/officials as Investigation Expert(Consultant) on contract basis in the NIA.

2. The complete details of engagement with eligibility and application form are available on NIA website (<https://www.nia.gov.in/recruitment-notice.htm>).

  
(S B Raimeedhi, IPS)  
SP(Admin)  
NIA HQ, New Delhi



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E-394/Cre/Misc/01/2023/ 5708

Dated: 08/4/24

**CIRCULAR - 12**

Subject: - **Engagement of Retired officers/officials as Investigation Expert (Consultant) on contract basis in the NIA.**


National Investigation Agency (NIA) invites application from Retired Officers/Officials of Central and State Governments for '**Walk-In-Interview**' for engagement as Investigation Expert/Consultant on contract basis. The details/eligibility of engagement is as under: -

1	Designation	<b>Investigation Expert (Consultant)</b>
2	Tentative Number of Engagement	10
3	Period of Engagement	01 year with provision of extension maximum upto 05 years or the age of 65 years, whichever is earlier.
4	Place of Posting	All NIA Establishments i.e. New Delhi, Jammu, Chandigarh, Lucknow, Patna, Ranchi, Guwahati, Imphal, Kolkata, Bhubaneshwar, Hyderabad, Bengaluru, Chennai, Kochi, Mumbai, Raipur, Bhopal, Ahmedabad and Jaipur. <b>Candidates can mention their choice of postings.</b>
5	Remuneration per month	As per MHA OM dated 09.12.2020 remuneration will be fixed by deducting their basic pension from the last pay drawn at the time of retirement ( <b>last pay drawn - basic pension = remuneration</b> ). <b>Allowances-</b> a) House Rent Allowances: <b>No HRA</b> shall be admissible. b) No other facility and allowances/assistance like medical assistance, HRA, LTC etc., is applicable.

शंकर ब्रत रायमेठी, मापुसे / SHANKAR BRATA RAYMETHI, IPS  
मुख्य उपनिरीक्षक (प्रशासनिक) / Superintendent of Police (Adm)  
राष्ट्रीय अनुसंधान एजेंसी / National Investigation Agency  
गृह मंत्रालय / Ministry of Home Affairs  
भारत सरकार / Government of India  
नई दिल्ली / New Delhi

		c) <b>An appropriate and fixed amount as Transport Allowance</b> for the purpose of commuting between the residence and the place of work shall be allowed not exceeding the rate applicable to the appointee at the time of retirement. The amount so fixed shall remain unchanged during the term of appointment. However, retired employees engaged as consultants may be allowed TA/DA on official tour, if any, as per their entitlement at the time of retirement."
6	Eligibility	Retired Inspector, Dy SP, Addl SP and SP or equivalent level officers of Central Police Organization i.e. CBI, NCB, IB, Cabinet Secretariat, NTRC, Customs, Income Tax, DRI etc. and State Police. <b>Desirable:</b> <b>Retired Government Officers having knowledge of Establishment and admin related work</b>
7	Age Limit	Below 65 years
8	Educational Qualifications	Graduation
9	Experience	<b>Minimum 10 years' experience in handling of criminal investigation cases OR intelligence work OR counter terrorism OR Establishment and Admin related work.</b>
10	Nature of Duties	<ul style="list-style-type: none"> <li>➤ To give consultancy and support on improving investigative skills for ensuring quality investigations.</li> <li>➤ To give consultancy and support for improving skills on legal appreciation of evidence gathered during investigation.</li> <li>➤ To consult on techniques of collection of intelligence.</li> <li>➤ To give consultancy and support on new case law / legal changes / judgement of court of records having effect on investigation and advice regarding the same.</li> <li>➤ To give consultancy and support on improving the skills of investigators on court related matters and procedures.</li> <li>➤ To give consultancy and support on improving drafting skills of legal documents.</li> <li>➤ To give consultancy and support on management of criminal cases and case records.</li> </ul>

		<ul style="list-style-type: none"> <li>➤ To give consultancy and support on improving investigative skills of financial transactions and laundering of money.</li> <li>➤ To give consultancy and support on improving investigative skills with latest technical tools available.</li> <li>➤ To give consultancy and support on improving skills on CDR, IPDR analysis and advice regarding new technological advancement for its analysis.</li> <li>➤ To give consultancy and support in matters related to Admin, Policy, Crime, Legal.</li> <li>➤ To give consultancy and support for improving skills on legal documents.</li> <li>➤ Any other task assigned by the NIA</li> </ul>
11	Office Timing and Working Day	<p>The consultant would follow working office hours from 09.30 AM to 06.00 PM, including half an hour lunch break in between or as may be directed by the controlling officer, during normal working hours.</p> <p>The Consultant would usually have to attend office from Monday to Friday but if required, he / she may be called for duty as per requirement on any day such as Saturday, Sunday, holiday including Gaze tted Holiday or beyond working hours without any extra remuneration / allowance.</p>
12	Leave	<p>The Consultant will be eligible for 1.5 days leave for each completed calendar month of service. Accumulation of leave beyond a calendar year may not be allowed.</p> <p>Except the above leave, no any kind of other leave will be admissible. No remuneration for the period of absence in excess of the admissible leave will be paid to consultant.</p> <p>The Consultant shall not claim of leave as a matter of right.</p>
13	Assignment (s) other than NIA during the period of contract	<p>The Consultant shall not take up any other assignment of any nature during period of engagement in NIA.</p>



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 राष्ट्रीय अन्वेषण अभिकरण/National Investigation Agency  
 गृह मंत्रालय/Ministry of Home Affairs -  
 भारत सरकार/Government of India  
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14	Conduct & Integrity	<p>The Consultant shall abide by the rules and provisions contained under the Central Civil Services (Conduct) Rules, 1964 and maintain discipline and absolute integrity in his / her conduct during the period of his / her engagement in NIA.</p> <p>The Consultant should maintain confidentiality / absolute secrecy of the work carried out by him / her. The Consultant shall be bound to hand-over the entire set of records of assignment to NIA before the expiry of the contract period and before the final payment is released by NIA.</p> <p>Consultant shall sign an agreement of confidentiality containing a clause on Ethics and Integrity.</p>
15	Termination of Engagement	<p>The engagement shall automatically stand terminated at the end of the engaged period unless extended by the NIA, on mutual consensus by both the parties i.e. Consultant &amp; NIA.</p> <p>The contract may be terminated by giving fifteen days' notice by either side. In the event of pre mature termination of contract without advance notice of 15 days, an amount of remuneration equivalent to 15 days of Consultant's remuneration shall have to be given by NIA or to NIA by the Consultant as the case may be. In the event of termination of the agreement, the remuneration will be paid on pro-rata basis as per attendance during the notice month.</p> <p>Brief ground of pre-mature termination of contract of consultancy service is as under: -</p> <p>(a) The Consultant is unable to address the assigned works;</p> <p>(b) Quality of the assigned works is not to the satisfaction of NIA;</p> <p>(c) The Consultant fails in timely achievement of the target as finally decided by NIA;</p> <p>(d) The Consultant is found lacking in honesty and integrity;</p> <p>(e) If any declaration / information furnished by the Consultant is found false or material facts found to be willfully suppressed, he / she will be liable for</p>



		<p>termination of contract raising any administrative and / or legal action, as NIA may deem fit.</p> <p>(f) The termination of contract must be got approved by the competent authority of NIA after obtaining proper "No Objection" and "No Dues" Certificate from all officers concerned of NIA.</p> <p>(g) The termination will be without prejudice to either party's rights accrued before termination.</p>
16	How to Apply	<p>All interested applicants may appear for '<b>Walk-In-Interview</b>' at NIA HQ, CGO Complex, Lodhi Road, New Delhi <b>on 6th and 7th May, 2024 (Monday &amp; Tuesday) at 1100 hrs.</b> along with filled up proforma (available with this advertisement – Annexure-I) and with supportive documents <b>in original and one set of self-attested photocopy of following documents -</b></p> <ul style="list-style-type: none"> <li>➤ For retirement proof- <b>a copy of PPO</b></li> <li>➤ Educational certificate in support of graduation or higher qualification</li> <li>➤ Work experience Certificate, if any</li> <li>➤ <b>Last Pay Certificate</b> issued by concerned department at the time of superannuation.</li> </ul>

2. The above said engagement **is purely temporary and on contract basis**. NIA has right to accept or reject in part or in fully any or all the response without assigning any reasons whatsoever.

3. Application proforma for engagement in NIA as Consultants as Investigation Expert (consultant) on contract basis in the NIA is attached as Annexure-I.



(S. B Raimedhi, IPS)  
 SP(Admin)  
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**Distribution:-**

- (i) All Central and State Police Organization with request to give wide publicity to the circular among the concerned.
- (ii) NIA Branch Offices at Jammu, Chandigarh, Lucknow, Patna, Ranchi, Guwahati, Imphal, Kolkata, Bhubaneshwar, Hyderabad, Bengaluru, Chennai, Kochi, Mumbai, Raipur, Bhopal, Ahmedabad and Jaipur – for wide publicity among Retired Officers of CPO and State Police.
- (iii) IT Division of NIA HQ for uploading the same on NIA website and CPP Portal

## Annexure-I

**Application for engagement in the NIA as Investigation Expert (Consultant)  
on contractual basis**


(i)	Name in full (Block Letters)				
(ii)	Father's / Husband's Name				
(iii)	Date of Birth				
(iv)	Date of Superannuation from Govt. Service				
(v)	Educational Qualifications				
(vi)	Complete Residential Address				
(vii)	Telephone / Mobile No.				
(viii)	E-mail ID				
(ix)	Position held since entry into service				
(x)	Last pay drawn (Copy of LPC and PPO)				
(xi)	Pension drawn				
(xii)	Organization where served and designation	Rank	From	To	Nature of work performed
(xiii)	Additional relevant information, if any, in support of your suitability for the said engagement. Attach a separate sheet, if necessary				
(xiv)	Three choice places for posting				

**Declaration**

I, solemnly declare that the particulars furnished above are true and correct to the best of my knowledge and belief. I understand 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 candidate is liable to be rejected and I shall be bound by the decision of NIA. I have read the guidelines and ready to accept all the terms and conditions for engagement.

Place:

Date: (Name & Signature of the candidate)

  
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