

No. F. 16-1/2017-E-II/AOIO/5204
National Council of Educational Research & Training
Sri Aurobindo Marg, New Delhi – 110016
(E-II Section)

Dated: 02-06-2020

NOTICE

Subject: Notice for empanelment of retired officers as Inquiry Officer for conducting departmental inquiries in the NCERT, New Delhi.

National Council of Educational Research and Training, Sri Aurobindo Marg, New Delhi-110016 intends to empanel retired officers not below the rank of Deputy Secretary in the Ministries/Departments under Government of India and PSUs for conducting Departmental Inquiries against the delinquent officials. The panel created for the above purpose shall be valid for a period of 3 years from date of notification issued by the Council for empanelment of Inquiry Officers.

1. Following are the eligibility conditions for appointment of willing retired officers as the Inquiry Officers to conduct departmental inquiries:-
 - (iii) Retired officers who are willing to serve as Inquiry Officer.
 - (iv) He/she should not have been penalised in a Disciplinary Proceeding case (no penalty in DP or prosecution in criminal case)

2. The rates of honorarium and other allowances payable to the Inquiry Officer will be as under and may be amended from time to time, as per GoI instructions in this regard:

Items	Category	Time taken to complete the inquiry proceedings	Rate per case (in rupees)
Honorarium	I	Where the number of witnesses cited in the Charge sheet is more than 10	80% of monthly basic pension drawn
	II	Where the number of witnesses cited in the charge sheet are between 6-10	60% of monthly basic pension drawn
	III	Where the number of witnesses cited in the charge sheet is less than 6	50% of monthly basic pension drawn
Transport Allowance		Rs. 40,000/- per case Subject to the condition that for outstation journey, the actual expenses for Air/Railway AC 1 will be reimbursed in addition, subject to the approval of the competent authority and for outstation journey, Air journey will be performed by Air India in the cheapest of the entitled class as per their status before retirement and tickets will have to be arranged through authorized /permissible sources as per MoF's guidelines; If journey is not performed by Air India, prior approval for travelling in airlines other than Air India would be required as per the prescribed procedure; Similarly travelling by train would also be permissible/restricted as per the class entitled to the officer before retirement.	
Secretarial Assistance	I	Where the number of witnesses cited in the charge sheet is more than 10	Rs.40,000/-
	II	Where the number of witnesses cited in the charge sheet are between 6-10	Rs.30,000/-
	III	Where the number of witnesses cited in the charge is less than 6	Rs.20,000/-

Please upload

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50% will be paid on submission of the Inquiry Report. Remaining amount will be paid within 45 days. In case it is not possible to proceed with the matter due to stay by courts etc., the Inquiry Officer may be discharged from his/her duties and payment of honorarium and other allowances will be made on pro rata basis.

Interested persons may submit their applications as per the proforma attached with this Circular by post to the Section Officer, E-II Section, Zakir Hussain Khand, National Council of Educational Research & Training Sri Aurobindo Marg, New Delhi – 110016 within 15 days from the date of issue of this Circular.

Original
2/6/2020
Under Secretary

Copy to:

1. ✓ Head, DICT and TD with request to upload the notice on the Council's website under title 'Empanelment of Retired Officers as Inquiry Officer for conducting departmental inquiries in NCERT'
2. PS to Director, NCERT
3. PS to Joint Director, CIET
4. PS to Secretary, NCERT
5. Guard file

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APPLICATION FOR APPOINTMENT OF RETIRED GOVERNMENT SERVANTS AS THE INQUIRY OFFICER
TO CONDUCT DEPARTMENTAL INQUIRY

Affix self attested
passport size
photograph

1. Name of the applicant :
(In capital letters)
2. Communication Address :
3. Contact Number and Email ID :
4. Date of Birth :
(Attach 10th Certificate)
5. Date of retirement from Government service :
6. Last Post held before retirement :
(Attach copy of PPO)
7. Details of the Ministry and post held during service :
8. Have you ever been assigned the responsibility of Inquiry Officer :
9. If 8 above is yes, then the details thereof :
(Attach copy of appointment order)
10. Whether retired on attaining the age of Superannuation or voluntary retirement :
11. Whether any penalty was imposed during the service:
12. If 11 above is yes, then the details thereof :

Name and signature

Place: -

Date: