

General Terms & Conditions

1. Eligibility :

- 1.1 Retired officials of Departments of Central/State Governments having Experience in Supervision and/or Conduct of Field Work in the post of or levels equivalent to Junior/Senior Officers are eligible for the position of Field Officers.
- 1.2. Should have at least 5 years' Experience in supervision and/or conduct of field work in the post of or levels equivalent to Junior/Senior Statistical Officers in National Sample Survey Office.
- 1.3. Should have working knowledge of computer.

2. Age limit :

- 2.1 Should not be more than 65 years of age on the last date of receipt of application.

3. Remuneration :

- 3.1 Monthly remuneration amounting to last pay Drawn (Basic Pay+Grade pay+DA drawn) – (Basic Pension) subject to ceiling of Rs.30,000 (Rs.Thirty thousand) will be paid to Field Officers retired from the post or equivalent to Junior Statistical Officer and Rs.35,000 (Rs.Thirty five thousand) to Field Officers retired from the post of Senior Statistical Officer in National Sample Survey Office (Field Operations Division).
- 3.2 Shall be entitled to reimbursement of monthly telephone charges of Rs.400 (Rupees Four hundred) only.
- 3.3 Shall not be entitled to any allowance such as DA, transport facility, residential accommodation, CGHS/Medical facility, Medical reimbursement, etc.
- 3.4 No TA/DA shall be admissible for joining the assignment or on its completion. However, the Field Officer shall be allowed TA/DA for travel inside the country in connection with official work as assigned to him/her by the competent authority.

4. Period of Engagement :

- 4.1 The candidates selected will be engaged on contract basis for a maximum period of one year during 1st April 2019 to 31st March 2020.

5. Scope of work/job responsibility :

- 5.1 The Field Officers on contract basis are required to oversee the data collection work including liaison with the respondent units to facilitate and ensure submission of information in the specified format in a time bound manner. In addition, the Field Officers will also be required to carry out the quality checks and other related works in respect of surveys conducted by DGCI&S including periodic update of frame for proper identification of units and successful conduct of the survey.

6. Drawal of Pension :

- 6.1 The retired Government servant engaged as Field Officer shall continue to draw pension and Dearness Relief on pension during the period of his/her engagement as Field Officer.
- 6.2 The engagement as Field Officer shall not be considered as a case of re-employment.

7. Leave :

- 7.1 The Field Officer shall be entitled to avail 8 days of paid leave in a calendar year. Therefore, he/she shall not draw any remuneration in case of his absence beyond 8 days in a year.
- 7.2 The un-availed leave in a calendar year can neither be carried forward to next calendar year nor be entitled for leave encashment.

8. Working Hours :

- 8.1 The Field Officer shall be required to observe the normal office timing and may also be called upon to attend the office on Saturday/Sunday or any holiday in case of exigencies of work.

9. Tax deduction at source :

- 9.1 Income Tax or any other Tax will be deducted at source as per Government instructions. Necessary TDS certificate will be issued by the office.

10. Confidentiality of data & documents :

- 10.1 The Field Officer shall not publish or disclose or part with, to a third party, any part of the data or information collected during the course of his assignment without the written consent of the competent authority in DGCI&S.
- 10.2 The Field Officer shall be bound to hand over the entire set of records of assignment to the competent authority in DGCI&S before the expiry of the contract and the final payment is released by the office.

11. Conflict of interest :

- 11.1 The Field Officer shall in no case represent or give opinion or advice to others in any matter which is adverse to the interest of this office nor shall he indulge in any activity outside the terms of the contractual assignment.
- 11.2 The Field Officer shall not claim any benefit/compensation/absorption/regularization of service with this office.

12. Termination of Agreement :

- 12.1 This office may terminate the contract to which these terms apply if:
- i. The Field Officer is unable to address the assigned work.
 - ii. Quality of the assigned work is not to the satisfaction of the Competent Authority in DGCI&S.
 - iii. The Field Officer is found lacking in honesty and integrity.
 - iv. The Competent Authority may also terminate the contract at any time without giving any notice and also without assigning any reason.