



**एनएचपीसी लिमिटेड**

(भारत सरकार का उद्यम)

**NHPC Limited**

(A Govt. of India Enterprise)

NHPC Office Complex,  
Sector-33, Faridabad

दिनांक : 28.01.2022

पीपीएल-882


**भाग -I कार्यालय आदेश संख्या 17/2022**

**विषय: सलाहकार के रूप में एनएचपीसी के सेवानिवृत्त कार्यपालकों (बोर्ड स्तर से नीचे) की नियुक्ति के लिए योजना -लागू करने के सम्बन्ध में।**

“सलाहकार के रूप में एनएचपीसी के सेवानिवृत्त कार्यपालकों (बोर्ड स्तर से नीचे) की नियुक्ति के लिए योजना” को अनुलग्नक के अनुसार लागू करने का निर्णय लिया गया है।

2. उपर्युक्त तत्काल प्रभाव से लागू होगा।

3. यह आदेश निदेशक मंडल की मद संख्या 451.1.2 के अनुमोदन से जारी किया जाता है।

  
(संजीव कुमार)

उप महाप्रबंधक(मा सं)

संलग्न : अनुलग्नक

वितरण : मानक

पंजीकृत कार्यालय : एन एच पी सी ऑफिस कॉम्प्लेक्स, सैक्टर - 33, फ़रीदाबाद - 121003 (हरियाणा)

Regd. Office : NHPC Office Complex, Sector - 33, Faridabad - 121003 (Haryana)

CIN - L40101HR1975GOI032564, website : [www.nhpcindia.com](http://www.nhpcindia.com)



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PPL-882

Dated: 28.01.2022

**Part –I Office Order No. 17/2022**

**SUB: Scheme for Engagement of Retired Executive (Below Board Level) of NHPC, as Consultant - Introduction thereof.**

It has been decided to introduce "Scheme for Engagement of Retired Executive (Below Board Level) of NHPC, as Consultant" as per Annexure.

2. This shall come into force with immediate effect.
3. This issues with the approval of Board of Directors vide item no 451.1.2.

  
(Sanjeev Kumar)

**Deputy General Manager (HR)**

Encl: Annexure

Distribution: Standard

पंजीकृत कार्यालय : एन एच पी सी ऑफिस कॉम्प्लेक्स, सैक्टर – 33, फ़रीदाबाद – 121003 (हरियाणा)

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**SCHEME FOR ENGAGEMENT OF RETIRED EXECUTIVE (BELOW BOARD LEVEL) OF NHPC, AS CONSULTANT**

**1.0 TITLE**

This scheme is called **Scheme for Engagement of Retired Executive (Below Board Level) of NHPC, as Consultant.**

**2.0 PREAMBLE**

- 2.1 NHPC is fast expanding with projects over 4424 MW & 8600 MW approx under Construction and under clearance/survey & Investigation respectively.
- 2.2 During the last few years many experienced employees having expertise in specific areas have superannuated, as a consequence it is difficult to find employees of the same competence within NHPC to take over their tasks and responsibilities.
- 2.3 In order to enable NHPC work and continue its growth, it is necessary to engage services of the retired executives as Consultant to work and also at the same time train young executives. Hiring personnel with the same caliber from open market will be uneconomical. Further, they shall also not be familiar with organizational working environment & systems.
- 2.4 At present, there is no such scheme of engagement of retired executives as Consultants. But with the increase in the work, Consultants in various disciplines will have to be engaged to assist in delivering the projects on time.

**3.0 OBJECTIVES**

- 3.1 To engage retired executives of NHPC and utilize their vast experience, specialized skills and specific domain knowledge acquired by them during their service tenure in Corporation in order to strengthen expansion plans of NHPC.
- 3.2 To encourage knowledge sharing and creating learning environment.
- 3.3 To meet the requirement of skilled personnel and bridge the skill sets due to retirement of trained expertise to facilitate in completion of construction projects effectively in time.



Annexure to Part-I Office Order No. 17/2022 dated 28.01.2022

#### **4.0 SCOPE & COVERAGE**

- 4.1 The scheme covers Employee of NHPC who have worked in executive level E-1 to E-9 grade (below board level) and have retired from the service on attaining the age of superannuation with significant service record, as Consultant on fixed tenure basis in NHPC.
- 4.2 This scheme is not meant for re-appointment but would be treated as an exception only as temporary measure in view of superannuation of experienced executives in various disciplines. For engagement of consultant under this scheme there would be a cap of 1% (one percent) of the total sanctioned strength of executives.

#### **5.0 SELECTION CRITERIA**

- (i) The upper age limit of the Consultant should not exceed 65 years and
- (ii) The contract period, shall not be for more than two (02) years initially. It may be extended further not exceeding 01 year at a time.
- (iii) Those who have retired opting VRS, shall not be eligible for this engagement.

#### **6.0 SELECTION PROCESS**

- (i) The willing Superannuated Executives of NHPC may submit their detailed Bio-data/Resume to HR Division NHPC Corporate Office, Faridabad, mentioning work experience, last drawn pay, contact details etc.
- (ii) The short-listed candidature shall be placed before the constituted selection committee comprising of following:
  - (i) Chairman : Concerned Functional Director.
  - (ii) Member Secretary : Executive Director (HR)



Annexure to Part-I Office Order No. 17/2022 dated 28.01.2022

**7.0** Chairman and Managing Director shall be the Approving Authority for engagement of retired executives of NHPC.

## **8.0 OFFER OF ENGAGEMENT**

- (i) Offer of engagement shall be issued in writing by HR Division (under the sign & seal), clearly specifying the tenure of engagement, working hours, remuneration, facilities, benefits and scope of work etc.
- (ii) The engagement shall stand terminated automatically at the end of the term specified in the offer of engagement unless and until any further extension is conveyed.
- (iii) Further, the engagement may also be terminated, without assigning any reason at any point during the term by giving one month notice from either side.

## **9.0 BENEFITS**

<b>Sl.</b>	<b>Benefits</b>	<b>Level</b>	<b>Compensation (Per Month)*</b>
<b>(i)</b>	Professional fees to retired NHPC employees	E6 & below	Rs.60,000/-
		E7	Rs.75,000/-
		E8	Rs.1,05,000/-
		E9	Rs.1,20,000/-
	<b>*Prorata deduction will be made for the absence period by considering the month as 30 days.</b>		
<b>(ii)</b>	Accommodation	Corporation/ Project/Power Station shall provide suitable Bachelor/Field Hostel accommodation.	
<b>(iii)</b>	Mobile Charges with internet facility	Rs.2,500/- per month all levels shall be reimbursed on submission of proof/bill.	

2/1



Annexure to Part-I Office Order No. 17/2022 dated 28.01.2022

(iv)	Conveyance Reimbursement	E1-E2	Rs 3,220/- per month
		E3-E5	Rs. 4,400/- per month
		E6- E7	Rs. 5,270/- per month
		E8-E9	Rs. 5,860/- per month or Facility of Staff Car will be provided to the Consultants who superannuate from the services of Corporation from E8/E9 Level.  The entitlement will be restricted as admissible to existing regular employees in the respective grade/level.
(v)	TA/DA	TA/DA and other boarding/lodging charges shall be as per entitlement applicable to the existing executives of equal grades whenever tours are undertaken for the jobs related to assignment.	
(vi)	Notice period	For termination of the contract one month notice from either side.	

**Note:**

- (i) In case where Consultant is engaged for less than a month, monthly mobile charges & conveyance payable shall be on pro-rata basis.
- (ii) The Consultant shall have to work on all working days as applicable.
- (iii) Absence from duty requires approval of head of the concerned Project/Power Station/Division.
- (iv) Payment shall be regulated on certification by the concerned division and submitted to Finance Division thereafter.

**10. OTHER CONDITIONS**

- (i) Consultant would be stationed at place of posting to be specifically mentioned.



Annexure to Part-I Office Order No. 17/2022 dated 28.01.2022

- (ii) The appointment to the post of Consultant shall be subject to Medical fitness, to be obtained from registered medical practitioner.
- iii) Sitting space/computer, office equipment etc. shall be provided as per work requirement and as per the level of Consultant.
- (iv) Signing of documents- The Consultant will not sign or certify documents or pass bill etc. pertaining to the Division.
- (v) Secrecy- The appointed Consultant has to maintain the integrity and secrecy of the company's business and shall not engage himself with any other business during his tenure as Advisor. He shall perform the duties of the Consultant with due diligence.
- (vi) Tax- TDS will be deducted as per law.
- (vii) Recruitment Division, Corporate Office shall be nodal center for coordinating the activities related to hiring of service as consultant.

## 11. GENERAL

The Chairman and Managing Director is empowered for amendments, alterations, additions and interpretation or application or relaxation of the scheme.

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