

Fm : Digcent (Estt.) Dte

No. D-I-5/2017-Estt (D/Cell)-DA-II

dtd 04/12/2017

U/C (.) **Regarding Contractual employment opportunity for retired CAPFs personnel in BoI/IB** (.) The Joint Director, IB, MHA, GoI, New Delhi has intimated that the Union Home Secretary has approved to fill up vacancies in the rank of ACIOs-II/G (Sub-Inspector) through contractual appointment of retired CAPFs personnel (.) At present, there is approval for filling up of more than 550 vacancies in the rank of ACIOS-II/G through contractual appointment for a period of 03 years (.) They will be appointed as Immigration Assistant and posted at Airport Immigration Check Posts to assist in clearance of passengers (.) Further, they would be paid a consolidated salary of Rs. 36,000/- per month (.) The eligibility criteria and other Terms and Conditions are as under :-

(a) Last Rank	-	Retired as Sub-Inspector/Executive
(b) Age	-	60 years or below as on 01/01/2018
(c) Qualification-		(i) 12 th or equivalent. (ii) Proficiency in English Conversation. (iii) Confident in working on computer.
(d) ACR grading- (last 10 years)		Outstanding/Very Good Record
(e) Wages	-	Consolidated Rs. 36,000/- per month.
(f) Other Allow-		Nil
(g) Leave	-	12 days p.a. or proportionate.
(h) Other Terms & Condition-		Enclosed as Annexure-B1

(.) Hence, personnel who have proceeded on retirement from your Units/Offices may be informed accordingly (.) Further, correspondence, on the subject, if any, may be made direct from DIG (Wel) Dte please (.) **For DIG (Wel.) Dte only** (.) Since, this matter is related to welfare measures of retired personnel, hence, copy of the IB authority letter ibid dated 07/11/2017 is enclosed herewith for favour of your further needful please///---

Encl :- Annexure-B1

Sd/- 04/12/2017

(V.K.Bisht)

DIG (Estt.) Dte

OTHER TERMS AND CONDITIONS

1. The appointment would be a contractual for a period of three years, which would be renewed on year to year basis.
2. The antecedents of contractual appointee would be got verified by BoI/IB. The contractual appointee would not be offered letter of appointment or allow to join if anything of adverse nature comes to the notice during the course of verification. If already joined, the contractual appointee would be removed from service without any notice period.
3. The contractual appointee can be removed from contract, serving one month notice, without assigning any reasons.
4. In case the appointee opts for leaving the job within contract period atleast one month advance notice he has to give to the department
5. Extension (maximum for two years) after completion of 3 years would be considered/given in deserving cases having clean/exemplary record during deployment in BoI.
6. The contractual appointee in BoI would be required to maintain high standards of discipline and conduct.
7. If any contractual appointed staff is found indulging in any undesirable or corrupt practice shall be removed from service immediately without any notice.
8. The movement of the contractual appointee would remain restricted in the eTV area. The other areas of Immigration operations would be 'Out of Bound" for the contractual appointee.
9. The contractual appointee would not be given access to any sensitive information.
10. Contractual appointee shall abide by instructions/directions issued by his supervisor and higher formation from time to time.
11. In case of any doubtful passenger, the decision to clear/detain/deport the passenger would not be taken by the contractual appointee.
12. Random check of the passengers cleared by the contractual appointee. Would be carried out by regular staff. IN case of nay negligence, stringent action would be taken.
13. Access to any information in the computer system, other than required for clearance of passengers, would not be permissible.
14. Taking printouts, photographs, copying/downloading data or any fiddling with the system would not be permissible.
15. Information gathered during the course of deployment, procedures followed, shortcomings if any, deployment in Immigration area, ay other security related issue/information would not be shared/discussed outside with any person.

16. Sharing of any information without prior approval would amount to misconduct.
17. Activities of contractual staff would remain under close supervision/watch.
18. There would be a different dress code (coat, trouser, shirt and tie) for the contractual appointee. The contractual staff will have to report for duty in the prescribed uniform.
19. No uniform maintenance allowance would be admissible.
20. The contractual staff shall not be allowed to carry their mobile phones, while on duty.
21. Extending any courtesy/facilitating any passenger out of queue by the contractual staff would be viewed adversely.
22. Staying back after duty hours, coming to Immigration area much before reporting time or Visiting Airport during non-duty hours would amount to misconduct.
23. Misuse of Airport Entry Pass/I-Card would amount to mis-conduct.
24. Taking any favours from Airlines or other agencies functioning at the Airport would amount to mis-conduct.
25. Cost for any physical damage to any system/property in Immigration area/Airport due to negligence of contractual staff would be recovered from him/her.
26. No transport facility/allowance would be provided to the contractual staff to and from Airport. However, pick and drop facility, if available on the designated route(s) the same could be availed by the contractual staff.
27. No accommodation (neither family nor single) or HRA would be provided by BoI.
28. No medical facility would be provided to the contractual staff by BoI/IB.
29. Perform duty in shift including night duty. 12 hrs. per shift e.g. 8 am to 8pm/8pm to 8 am or as decided from time to time.
30. Since deployment would be in two shift four batch at major airports, which would have provisions for 48 hr. long rest after night duty, no weekly off/gazetted holiday would be admissible. However, if deployed in general shift/3 shifts, weekly off would be given.
31. Since Immigration is a 24x7 function GH/RH may not be given. However, compensatory off would be given if the contractual staff perform duty on GH/RH.
32. No canteen subsidy would be provided by BoI.
33. Proportionate wages would be deducted in case of unauthorised absence.

Sl. No.	Service No.	Rank	Name	DOB	Date of retirement	Name of CAPF	Qualification	Address for correspondence	E-Mail-id	Contact No.	Airport (applied for)	Nodal office for further communications	Details of penalty/punishment during the service period,if any	Average ACR grading of last 10 years service.
---------	-------------	------	------	-----	--------------------	--------------	---------------	----------------------------	-----------	-------------	-----------------------	---	--	---

