

F. No. 2(30)/2016-P&L
Government of India
Ministry of Environment, Forest and Climate Change
Policy & Law Division

Level-III, Jal Wing,
Indira Paryavaran Bhawan,
Jor Bagh Road, Aliganj,
New Delhi – 110 003

NOTICE INVITING APPLICATIONS FOR ENGAGEMENT OF SENIOR CONSULTANT (LEGAL)

Subject: Advertisement for the engagement of Senior Consultant (Legal) on contractual basis in the Ministry of Environment, Forest and Climate Change

Applications are invited for engagement of One (01) Senior Consultant (Legal) in the Legal Monitoring Cell under Policy & Law Division of the Ministry of Environment, Forest & Climate Change on payment of a consolidated monthly remuneration of Rs. 1,25,000/-.

2. Complete details of the advertisement along with Application Form can be downloaded from the Ministry's website www.moef.gov.in. Eligible candidates may send their applications in the format prescribed in the advertisement, along with all supporting documents to the below mentioned address:

Scientist 'E',
Policy & Law Division, Level-III, Jal Wing,
Indira Paryavaran Bhawan, Jor Bagh Road, Aliganj,
New Delhi – 110 003.

A soft copy of the duly filled Application Form along with all supporting documents may also be sent to email id policyandlaw-mef@gov.in within the prescribed time limit.

3. The last date for receiving applications in the prescribed format along with supporting documents is **07th April, 2023**.

फा.सं. 2(30)/2016-पी एण्ड एल
भारत सरकार
पर्यावरण, वन और जलवायु परिवर्तन मंत्रालय
नीति एवं विधि प्रभाग

लेवल-III, जल विंग,
इंदिरा पर्यावरण भवन,
जोर बाग रोड, अलीगंज,
नई दिल्ली – 110 003

वरिष्ठ परामर्शी (विधिक) की नियुक्ति करने हेतु आवेदन-पत्र आमंत्रित करने का नोटिस

विषय: पर्यावरण, वन और जलवायु परिवर्तन मंत्रालय में संविदा के आधार पर वरिष्ठ परामर्शी (विधिक) की नियुक्ति करने हेतु विज्ञापन

पर्यावरण, वन और जलवायु परिवर्तन मंत्रालय के नीति एवं विधि प्रभाग के तहत विधिक निगरानी प्रकोष्ठ में 1,25,000/- रूपए के समेकित मासिक पारिश्रमिक के भुगतान पर एक (01) वरिष्ठ परामर्शी (विधिक) की नियुक्ति करने हेतु आवेदन-पत्र आमंत्रित किए जाते हैं।

2. आवेदन प्रपत्र के साथ विज्ञापन का पूर्ण ब्यौरा मंत्रालय की वेबसाइट www.moef.gov.in से डाउनलोड किया जा सकता है। पात्र अभ्यर्थी अपना आवेदन विज्ञापन में विहित प्रपत्र में समस्त समर्थक दस्तावेजों के साथ निम्नलिखित पते पर प्रेषित करें:

वैज्ञानिक 'ई',

नीति एवं विधि प्रभाग, लेवल-III, जल विंग,

इंदिरा पर्यावरण भवन, जोर बाग रोड, अलीगंज,

नई दिल्ली – 110 003.

समस्त समर्थक दस्तावेजों के साथ विधिवत् भरे गए आवेदन-पत्र की एक सॉफ्ट कॉपी भी निर्धारित समय-सीमा के भीतर ई-मेल आईडी policyandlaw-mef@gov.in पर प्रेषित की जाए।

3. समर्थक दस्तावेजों के साथ विहित प्रपत्र में आवेदन प्राप्त करने की अंतिम तिथि 07th अप्रैल, 2023 है।

Annexure – I

Terms of reference for engagement of Senior Consultant (Legal) under the Plan Scheme:

i. Precise Statement of Objectives:-

To support and advice the Ministry on Legal matters with reference to cases filed in the Supreme Court of India/ various High Courts/ National Green Tribunal (NGT) and its Zonal Benches/ different Benches of Central Administrative Tribunal (CAT) and other Courts/ Tribunals etc.

ii. Outline of the tasks to be carried out:-

- a. To assist in formulation of legislation on Environment/ Forest/ Climate Change/ Biodiversity/ Wildlife etc. and to review and draft amendments to the Acts, Rules and Notifications etc. notified by the Ministry or referred by other Ministries/ Departments.
- b. To work closely with different Ministries/ Departments and Divisions of the MoEF&CC in order to provide holistic advice on legal matters.
- c. To head the Legal Monitoring Cell (LMC), MoEF&CC and guide and monitor the Associates (Legal) deployed in various Divisions/ Sections in the Ministry.
- d. To verify replies/ affidavits referred by Divisions concerned, to be filed by the Ministry before the Supreme Court of India/ various High Courts/ National Green Tribunal (NGT) and its Zonal Benches/ different Benches of Central Administrative Tribunal (CAT) and other Courts/ Tribunals etc.
- e. To ensure regular updation of the status of all Court cases in the LIMBS software, developed by the Ministry of Law and Justice, Govt. of India.
- f. To liaise with the Central Law Agency Section, Supreme Court of India; Offices of the Solicitor General of India, Attorney General, Additional Solicitors General at Supreme Court of India and High Courts for efficient and effective coordination on filing of affidavits/ replies, documents etc. in cases due for hearing.
- g. To perform any other duties assigned by the Officers concerned of the Ministry.

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iii. **Schedule for completion of tasks:-**

It is a continuous process and the engagement of Senior Consultant (Legal) shall be valid till the regular post of Director (Legal) which is lying vacant in the Ministry since long, is filled.

iv. **The support of inputs to be provided by MoEF&CC to facilitate the Consultancy:-**

The Senior Consultant (Legal) shall report to the Divisional Head of Policy and Law Division and would be assisted by Associates (Legal) deployed to various Divisions of this Ministry. The Divisions concerned would provide the basic drafts and supporting documents/ material for drafting of replies/ affidavits etc.

v. **The final outputs, which shall be required of the Consultant at the end of the Consultancy period:-**

- a. No. of matters in which Legal Advice was given and quality thereof;
 - b. Disposal of cases in favour of the Ministry (numbers and whether appeals were filed against such Orders and outcome on final disposal of the cases);
 - c. No. of affidavits drafted/vetted before filing;
 - d. Updation of records in LIMBS Software of all Court cases;
 - e. Any specific target/ output assigned by the senior officers.
- vi. The initial tenure of engagement for a person as Consultant would be upto a period of three years (1+1+1) (subject to performance and presence of the professional in the Division concerned being highly useful). Consultation of the Consultant beyond three years for upto additional two years will be considered on case to case basis with the approval of the Competent Authority.

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- vii. The Consultant shall not, except with the previous sanction of MoEF&CC in the bona fide discharge of his duties, publish a book or a compilation of articles or participate in a radio broadcast or contribute an article or write a letter to any newspaper(s) or periodical(s), either in his own name or anonymously or pseudonymously in the name of any other person, if such book, article, broadcast, uses any information that he may gather as part of this Consultancy assignment.
- viii. The appointment of Consultants is of a temporary (non-official) nature and the appointment can be cancelled at any time by the Ministry without assigning any reason. MoEF&CC shall have powers to terminate any or all the professionals at any time without assigning any reason, with the approval of the Secretary (EF&CC). Absence from duty for a continuous period of 8 days, without any information or any valid reason shall lead to automatic termination of contractual engagement.

Annexure – II

APPLICATION FORM FOR THE POST OF SENIOR CONSULTANT (LEGAL) ON CONTRACTUAL BASIS IN THE MINISTRY OF ENVIRONMENT, FOREST & CLIMATE CHANGE

Affix recent passport size photograph
(Please put Signature in the box below)

1. Full Name (in Block Letters):
2. Father's Name:
3. Date of Birth: (DD/MM/YYYY)
4. Age as on 07th April, 2023: YearsMonths
5. Date of retirement under Central/State Government: (DD/MM/YYYY)
6. Domicile:
7. Nationality:
8. Address:

i. Residential: State:..... PIN Code: Telephone /Mobile No. Email ID:	ii. Office Particulars (If applicable): State:..... PIN Code: Telephone /Mobile No. Email ID:
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9. (a) Present post held:
(b) Date since held:
(c) Govt. Experience (Central/ State/ PSU), if any:

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10. Educational Qualifications: (Starting from highest degree obtained since Graduation)

Sl. No.	Name of the University/ Equivalent Institution	Degree	Year of passing	% of Marks Obtained	Subjects Specialization

11. Nature and duration of experience relevant for the advertised post and job description:

Sl. No.	Organization	Length of Service		Nature of Work/ Post Held	Experience in Handling Legal Matters
		From	To		

12. Diversified Experience, if any: (Environment, Forestry, Climate Change, Biodiversity, Wildlife related matters etc.)

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13. Any other relevant information, if any:

(Note: Documents/ Certificates etc. submitted in support shall be Self Attested by the candidate. The applicant must submit information strictly in the format prescribed, otherwise their candidature stand liable to be cancelled.)

DECLARATION

I certify that the foregoing details furnished by me are true and correct.

List of Enclosures:

(Name and Signature of the applicant)

Place:

Date:

Annexure - III

**No. 2(30)/2016-PL
Government of India
Ministry of Environment, Forest and Climate Change
(Policy and Law Division)**

Subject: Advertisement for the engagement of Senior Consultant (Legal) on contractual basis in the Ministry of Environment, Forest and Climate Change – reg.

Applications are invited for One Senior Consultant (Legal) in the **Legal Monitoring Cell under Policy and Law Division** of the Ministry of Environment, Forest and Climate Change on payment of consolidated monthly fee of Rs. 1,25,000/-. Full details of the vacancy circular are available on Ministry of Environment, Forest and Climate Change website **www.moef.gov.in**.

2. The last date of receipt of applications is **21 days** from the date of publication of this advertisement in the Newspaper.
3. Eligible candidates are required to apply in the prescribed format as per the advertisement.
4. **Eligibility:-** Senior Consultant (Legal) should be a Law Graduate having completed LL.B. from a duly recognized University.

The person should have a minimum of 15 years of experience in handling Legal Matters.

Retired Government employees of the level of Joint Secretary with experience and knowledge in the required field are eligible.

Desirable:- Persons having experience of handling Environment, Forest, Climate Change, Biodiversity, Wildlife related legal matters and possessing knowledge of the relevant Acts/ Rules.

The Ministry of Environment, Forest & Climate Change reserves the right to call any number of applicants for Interview based on essential and desirable qualification and experience of the applicant. As per work experience, qualification and desirable criteria, about five (05) numbers of candidates would be shortlisted against each vacancy/ requirement.

5. **Tenure:-** The initial tenure of engagement for Senior Consultant (Legal) would be up to a period of three years (1+1+1) (subject to performance and presence of the professional in the Division concerned being highly useful). Continuation of the Consultant beyond three years for up to additional two years will be considered with the approval of Competent Authority.

As the post is temporary in nature and purely on contractual basis, in no case any request for promotion shall be entertained.

6. **Age Limit:-** The maximum age limit for Consultant shall be 65 years.

7. **Remuneration:-** Fixed Monthly remuneration (consolidated) of Rs. 1,25,000/- (Rupees One lakh twenty five thousand only).

8. **Other Allowances:-** The Senior Consultant (Legal) shall not be entitled to any allowance such as Dearness Allowance, residential telephone, Residential Accommodation, Personal Staff, CGHS, Medical Reimbursement etc.

No TA/DA shall be admissible for interview/ joining the assignment or on its completion. Normally, no foreign travel shall be allowed, however, in exceptional circumstances when Secretary, EF&CC may allow foreign travel in public interest. Senior Consultant (Legal) shall be allowed TA, DA and hotel accommodation in connection with the official work as per the provisions of SR 190. Travelling allowance may be allowed as journey by train in 2nd AC, travel charged through taxi on actual basis for travel within the city, food bill upto Rs. 800/- per day and hotel charges upto Rs. 3000/- per day, subject to the actuals. However, Senior Consultant (Legal) may be allowed to travel by air in public interest if the journey period by train is more than 8 hours, with the approval of the Secretary, EF&CC.

9. **Drawal of Pension:-** A retired Government official appointed as Senior Consultant (Legal) shall continue to draw pension and the dearness relief on pension during the period of his/her engagement in the Ministry. His/ her engagement as Consultant shall not be considered as a case of re-employment.

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10. Leave:-

- (a) Senior Consultant (Legal) shall be eligible for 8 days leave in a single year of consultancy.
- (b) The leave shall accrue to him/ her on completed month basis calculated from his/her date of joining on pro-rata basis.
- (c) He/ She shall not draw any remuneration in case of his/ her absence beyond 8 days in a year (calculated on pro-rata basis.)
- (d) Un-availed leave in tenure of single year cannot be carried forward to next tenure of 1 year.
- (e) The intervening Saturday, Sunday or Gazette Holidays during a spell of leave shall not be counted against the 8 leaves.

11. Annual Increment:- The quantum of annual increment to Senior Consultant (Legal) shall be between 0% to 8% in his/ her remuneration depending upon quality of performance that may be determined judiciously by Divisional Head of Policy & Law Division.

12. Attendance & working days:- Same number of working hours as regular Government employee working in MoEF&CC. No extra remuneration shall be allowed for working beyond office hours or on Saturdays/ Sundays/ Gazetted holidays. Compensatory leave in such cases shall be at the discretion of the Divisional Head of the Policy & Law Division. The attendance shall be marked in the Biometric Attendance System (BAS) by the Senior Consultant (Legal).

13. Conflict of Interest:-

- (a) The Senior Consultant (Legal) shall be expected to display utmost honesty, secrecy, sincerity and good conduct while discharging his/ her duties. In case his/ her services are found to be in conflict with interests of the Government or unsatisfactory, his/her engagement will be liable for discontinuation without assigning any reason(s).

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(b) During the period of assignment with the Ministry, he/ she would be subject to the provisions of the Indian Official Secrets Act, 1923 and will not divulge any information gathered by him/ her during the period of his/ her assignment to anyone who is not authorized to know the same.

(c) Selected candidates shall provide integrity certificate from two references known to them.

(d) A self-undertaking shall be provided by the candidate to the effect that he/she has no criminal record or criminal case in any court pending against him/ her.

14. Other Conditions:-

(a) The appointment of Senior Consultant (Legal) would be on full time basis and he/she shall not take up any other assignment during the period of Consultancy within the MoEF&CC.

(b) The appointment of Senior Consultant (Legal) is of a temporary (non-official) nature and the appointment can be cancelled at any time by the Ministry without assigning any reason. MoEF&CC shall have powers to terminate any or all the professionals at any time without assigning any reason, with the approval of the Secretary (EF&CC). Absence from duty for a continuous period of 8 days, without any information or any valid reason shall lead to automatic termination of contractual engagement.

(c) The Senior Consultant (Legal) shall not, except with the previous sanction of MoEF&CC in the bona fide discharge of his duties, publish a book or a compilation of articles or participate in a radio broadcast or contribute an article or write a letter to any newspaper (s) or periodical (s), either in his own name or anonymously or pseudonymous in the name of any other person, if such book, article, broadcast, uses any information that he/ she may gather as part of this Consultancy assignment.

(d) Official (Government) e-mail id and access to intranet system would be provided to the Senior Consultant (Legal) with the approval of the Divisional Head, Policy & Law Division, in consultation with NIC. The sensitivity and confidentiality of the documents being handled by the Division will also be kept in view.

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15. Eligible and willing candidates may submit their applications in the prescribed Proforma attached at **Annexure-II** along with the supporting documents on or before **07th April, 2023** (till 11:59 P.M.) by email at **policyandlaw-mef@gov.in** or by post to The Scientist 'E' (Policy and Law Division) on the following address:

**Scientist 'E',
Policy and Law Division,
Ministry of Environment, Forest and Climate Change,
Level III, Jal Wing,
Indira Paryavaran Bhawan,
Jor Bagh Road, Aliganj,
New Delhi – 110 003.**



(Poonam Bisht)

Section Officer (Policy & Law)

Tel. No. 20819339