

**FORUM OF REGULATORS (FOR)**  
**C/o. CENTRAL ELECTRICITY REGULATORY COMMISSION**  
**Third Floor, Chanderlok Building, 36,Janpath, NewDelhi-110001**

No. FOR-11017(11)/1/2021-CERC

Dated: 28 -12-2021

**"Engagement of Staff Consultant at the level of Research Officer in FOR Secretariat"**

1. **Background**

1.1 The Forum of Regulators (FOR) was constituted vide Notification dated 16<sup>th</sup> February,2005 in pursuance of the provisions under section166(2) of the Electricity Act, 2003. The Forum consists of Chairperson of Central Electricity Regulatory Commission (CERC) and Chairpersons of State Electricity Regulatory Commissions (SERCs). The Chairperson of CERC is the Chairperson of the Forum.

1.2 Following are the statutory functions of FOR:

- a) Analysis of the tariff orders and other orders of Central Commission and State Commissions and compilation of data arising out of the said orders, highlighting, especially the efficiency improvements of the utilities
- b) Harmonization of regulation in power sector
- c) Laying of standards of performance of licensees as required under the Act
- d) Sharing of information among the members of the Forum on various issues of common interest and also of common approach
- e) Undertaking research work in-house or throughout sourcing on issues relevant to power sector regulation
- f) Evolving measures for protection of interest of consumers and promotion of efficiency, economy and competition in power sector
- g) Such other functions as the Central Government may assign to it, from time to time.

1.3 The Forum meets atleast five to six times in a year and discusses various issues in the power sector and give its recommendation. It also undertake various studies, examination of emerging power sector issues, data collection and analysis work to enable Forum to give its recommendations.

1.4 In view of the above activities, the FOR Secretariat proposes to engage a Staff consultant on contract basis for a limited period.

2. **Scope of works proposed for the Staff Consultant:-**

- 2.1 Research & Analysis of policy & regulatory issue relating to power sector;
- 2.2 Preparation of various reports on issues relating to electricity policy & regulations from time to time and close monitoring of relevant developments in the sector;
- 2.3 Compiling/analyzing regulatory data in the power sector.
- 2.4 Examining and processing various references related to power sector issues.
- 2.5 Follow up with the State Regulatory Commissions for assigned works .
- 2.6 Preparation of Presentations on power sector issues
- 2.7 Coordinating various meetings of the Forum and related activities thereof
- 2.8 Coordinating various Working Group meeting and Report preparation thereof
- 2.9 Drafting FOR newsletters
- 2.10 Drafting Terms of Reference for studies to be undertaken by FOR , co-ordination and related works thereof )
- 2.11. The consultant will provide interface between the Regulatory Affairs wing of CERC and FOR Secretariat; and
- 2.12. Any other works assigned from time to time

3. **Qualification and experience required for Staff Consultant:-**

Category of consultant/s	No. of Post/s	Qualifications and Experience	Consolidated professional fee
Research Officer	01	<p><b><u>Essential Qualifications:</u></b>            (i) Graduate Degree in Engineering (preferably Electrical/Mechanical) or Science or Economics            (ii)MBA (Finance/Power Management from recognized Institutes/ Universities)</p> <p><b>Desirable: Computer proficiency with good communication skills.</b></p> <p><b><u>Experience and Competencies:-</u></b>  <u>Minimum of four to seven years of overall experience with</u>            (i)good understanding of power sector, especially of the Electricity Act, 2003, Policies under the Act.            (ii)minimum four years of working experience in power sector, preferably on regulatory affairs and/or generation/transmission/distribution sector.</p>	<p>Rs. 64,000-85,000 per month(depending on the qualification and experience) excluding Service Tax, if applicable.</p> <p>Consolidated salary shall be fixed taking into account the experience and salary drawn in immediate previous employment</p>

4. **General terms and conditions:-**

4.1 Normal working hours would be 9.30 A.M to 6.00 P.M (05 days week) including half-hour lunch break. The personnel may be called on a Saturday, Sunday and other gazetted holidays, and asked to sit beyond normal working hours in case of exigencies.

4.2 The Staff consultant shall be eligible for 15 days leave in a calendar year which will be credited in advance on quarterly basis as per details given below-

- (i) 1st Quarter (Jan to Mar) - 04 leaves credit in the month of January
- (ii) 2nd Quarter (Apr to Jun) - 04 leaves credit in the month of April
- (iii) 3rd Quarter (Jul to Sep) - 04 leaves credit in the month of July
- (iv) 4th Quarter (Oct to Dec) - 03 leaves credit in the month of October.

4.3 The intervening Saturday/ Sunday/ holiday shall not be counted as leave only upto the credit limit of leave. Benefit of intervening Saturday/ Sunday/ holiday shall not be allowed for the period of absence which is not due. No fee shall be paid to the Staff Consultant for the period of his/ her absence beyond the credit limit.

4.4 Leave shall be availed with prior approval of the competent authority, except in case of emergency, where approval of the competent authority should be obtained immediately after joining.

4.5 In case the Staff Consultant remains absent for more than 15 days beyond the entitled leave in a calendar year, without any prior intimation/prior sanction, except in case of emergency, FOR would be free to terminate the services of the said Staff Consultant.

4.6 In the event of absence on the ground of sickness, the Staff Consultant shall be required to submit a proper medical and fitness certificate. However, any leave including the leave on medical grounds beyond the cumulative period of 15 days shall be without any professional fees.

4.7 Station leave permission shall be mandatory before leaving the station, even on a holiday.

4.8 The Staff Consultant shall not be entitled to any of the allowances/facilities which are admissible to employees/officials working on regular basis in FOR.

4.9 Un-utilized leave during any quarter will be carried forward to next quarters within same calendar year only. However, un-utilized leave shall not be carried forward to the next calendar year and is not en-cashable. Leave of any other nature is not admissible.

4.10 During the contract period, in case of tour within India undertaken for official works, the consultant will be reimbursed the expenses for such journey as per the following entitlement:-

<b>Name of the Post</b>	<b>Entitlement</b>
Research Officer	i. By air - Economy class ii. By train - AC-II iii. For Local travel non A/C taxi.

4.11 The consultant will also be reimbursed conveyance charges as per admissible rules/practice in CERC for attending meetings/conferences etc within Delhi as per directions of this office only.

5. **Age Limits:-**The age of the applicant as on 01<sup>st</sup> January of the year of advertisement would be in accordance to CERC (Appointment of Consultants) (Third Amendment) Regulations, 2017 and amendments thereafter.

6. **Duration of contract:-**

The contract will be initially for a period of two years which can be extended for upto one year on each occasion, limited to a total period of four years. In deserving cases, an annual escalation upto 10% on the fee maybe given with the approval of the competent authority based on the performance during the preceding year.

7. **Payment Terms:-**

The Staff Consultant shall be paid lump sum monthly professional fee (the agreed amount) within seven days after completion of the month on submission of invoice. TDS shall be deducted as per Income Tax rules.

## **TERMINATION OF AGREEMENT**

### **With Notice**

8. This agreement is liable to be terminated by either parties, by mutual consent, by giving one month notice in writing to the other or one month consolidated professional fees in lieu of such notice.

8.1 In case the Staff Consultant is unable to perform the assigned work or the work undertaken by them is not to the satisfaction of the Controlling Officer/Competent authority in FOR, the Staff Consultant shall be liable to be terminated after one month notice in writing.

### **Without Notice**

8.2 In case the Staff Consultant, despite notice as in para 8 above, is unable to perform the given assignment to the satisfaction of the Controlling officer/Competent authority in FOR, consultant, shall be liable to be terminated in public interest, without any notice and without assigning any reason.

8.3 In case the Staff Consultant is absent from duty, for a period of more than 30 days, without prior intimation/prior sanction and is not covered under medical emergency consultant, shall be liable to be terminated, in public interest, without any notice and without assigning any reason.

8.4 On pre-mature termination of the assignment, FOR shall pay the Staff Consultant, the professional fees for the work performed by him till the date of such termination, after deductions, if any.

9. Appointment under this assignment shall be purely on contract basis for a limited period only. Such appointment shall not vest any right to claim for regular appointment or continued contractual appointment in FOR Sectt.

10. Relaxation in essential qualifications/experience can be considered in deserving cases.

11. FOR reserves the right not to fill up above position, without assigning any reasons, what so ever.

12. FOR reserves the right to either increase or decrease the number of post at any given time, without assigning any reasons, what so ever.

13. **Selection Process:**

(a) The Selection process includes written examination and interaction.

(b) Only candidates who strictly fulfill the eligibility criteria will be shortlisted and called for written examination

(c) Only the candidates who qualify in the written examination will be called for interaction.

(d) The final selection of the candidates shall be based on the ranking/merit of combined score of the written examination and interaction.

(e) Candidates called for interaction would be required to bring original documents relating to qualification, experience and salary slip for the past six months. These documents shall be examined before interaction with the selection committee.

(f) In case of non-submission of the salary slip for the past six months , the candidate will be considered for selection at the minimum range of the scale.

(g) No TA/DA shall be admissible for attending written examination and interaction for the advertised post .

(h) The decision of FOR shall be final.

Interested and eligible candidates may kindly send their applications, in the prescribed format to the Assistant Secretary (P&A), Ground Floor, Chanderlok Building, 36, Janpath, New Delhi by **20<sup>th</sup> January 2022, by 5.00 PM.**

*Sd/-*  
(Rajiv Kumar)  
Assistant Secretary (FOR)  
Tel: 2335 3503

**POST APPLIED FOR :**

**RESUME**

Recent  
Passport size  
photograph

**I Personal Details**

1. Name :
2. Gender :
3. Date of Birth :
4. Father's Name :
5. Marital Status :
6. Permanent Address :
7. Contact Address :
8. Tel No :
  
- Mobile No :
- E Mail Id :
  
9. Post applied for :
10. Last Pay drawn :

**II Academic / Professional Qualification (Tenth standard onwards):**

- a. Tenth standard onwards. (Attach self attested copy of certificates)

<b>Course / Degree and no. of years</b>	<b>Institute/ University / College</b>	<b>Year of passing</b>	<b>Regular / Distance education</b>	<b>% of marks</b>	<b>Subjects specialized</b>	<b>Achievements, if any</b>

(Attach self attested copy of certificates)

### III Experience

<b>Organisation / Institute / Office</b>	<b>Post held</b>	<b>Period</b>		<b>No. of years and months</b>	<b>Description of duties</b>	<b>Remarks</b>
		<b>From</b>	<b>To</b>			

(Attach self attested copies of experience certificates in chronological order . Enclose a separate sheet, duly authenticated by your signature, if space is insufficient

**IV Other Details : Additional information/ specific professional achievement/ contribution**

**V Please state why you want to take up this role and are suitable for the post in 100 words.**

(Signature of the candidate)

**Date :**