



**NATIONAL INVESTIGATION AGENCY**  
Ministry of Home Affairs  
Survey No.41/14, Near Hi-Tech City Rly. Station  
( Hi-Tech City-JNTU Road), Madhapur, Hyderabad  
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**C I R C U L A R**

**Sub: - Engagement of retired Police officers / Officials as Investigation Expert (Consultant) in NIA.**

National Investigation Agency (NIA) Branch office, Hyderabad invites application from retired Police officers / officials of Central and State Government for 'Walk-In-Interview' for engagement as Investigation Expert (Consultant). The details / eligibility of engagement are as under:-


1	Designation	Investigation Expert (Consultant)
2	Tentative Number of Engagement	05 (Five)
3	Period of Engagement	01 year with provision of extension maximum upto 05 years or the age of 65 years, whichever is earlier.
4	Place of Posting	NIA Branch Office, Hyderabad
5	Remuneration per month	As per MHA OM dated: 09-12-2020 remuneration will be fixed by deducting their basic pension from the last pay drawn at the time of retirement (last pay drawn- basic pension = remuneration).  No any other allowances will applicable. However, TA/DA will be permissible on official tours.
6	Eligibility	Retired Police Officers of State/Central Police Organizations, IB, NTRO, Cabinet Secretariat, Customs, Income Tax, DRI, DRDO etc
7	Age Limit	Below 65 years
8	Education Qualification	Graduation
9	Experience	Minimum 10 years experience in handling of criminal investigation cases or intelligence work or counter terrorism.

10	Nature of Duties	<ul style="list-style-type: none"> <li>➤ To give consultancy and support on improving investigative skills for ensuring quality investigation.</li> <li>➤ To give consultancy and support for improving skills on legal appreciation of evidence gathered during investigation.</li> <li>➤ To consult on techniques of collection of intelligence.</li> <li>➤ To consult on investigation relating to explosives</li> <li>➤ To give consultancy and support on new case law/ legal changes / judgement of court of records having effect on investigation and advice regarding the same.</li> <li>➤ To give consultancy and support on improving the skills of investigation on court related matters and procedures.</li> <li>➤ To give consultancy and support on improving drafting skills of legal documents.</li> <li>➤ To give consultancy and support on management of criminal cases and case records.</li> <li>➤ To give consultancy and support on improving investigative skills of financial transaction and laundering of money.</li> <li>➤ To give consultancy and support on improving investigative skills with latest technical tools available.</li> <li>➤ To give consultancy and support on improving skills on CDR, IPDR analysis and advice regarding new technological advancement for its analysis.</li> <li>➤ Any other task assigned.</li> </ul>
11	Office Timing and Working Day	<p>The consultant would follow working office hours from 09.30 AM to 06.00 PM including half an hour lunch break in between or as may be directed by the controlling officer, during normal working hours.</p> <p>The Consultant would usually have to attend office from Monday to Friday but if required, he / she may be called for duty as per requirement on any day such as Saturday, Sunday, Holiday including Gazetted Holiday or beyond working hours without any extra remuneration / allowance.</p>
12	Leave	<p>The consultant will be eligible for 1.5 days leave for each completed calendar month of service. <b>Accumulation of leave beyond a calendar year may not be allowed.</b></p> <p>Except the above leave, no any kind of other leave will be admissible. No remuneration for the period of absence in excess of the admissible leave will be paid to Consultant.</p> <p>The Consultant shall not claim of leave as a matter of right.</p>
13	Assignment (s) other than NIA during the period of contract	<p>The consultant shall not take up any other assignment of any nature during period of engagement in NIA that harms the interest of NIA.</p>
14	Conduct & Integrity	<p>The Consultant shall abide by the rules and provisions contained under the Central Civil Services (Conduct) Rules,</p>

		<p>1964 and Maintain discipline and absolute integrity in his / her conduct during the period of his / her engagement in NIA.</p> <p>The Consultant should maintain confidentiality / absolute secrecy of the work carried out by him / her. The Consultant shall be bound to hand-over the entire set of records of assignment to NIA before the expiry of the contract period and before the final payment is released by NIA.</p> <p>Consultant shall sign an agreement of confidentiality a clause on Ethics and Integrity.</p>
15	Termination of Engagement	<p>The engagement shall automatically stand terminate at the end of the engaged period unless extended by NIA, on Mutual consensus by both the parties i.e., Consultant &amp; NIA.</p> <p>The contract may be terminated by giving fifteen days notice by either side. In the event of pre mature termination of contract without advance notice of 15 days an amount or remuneration equivalent to 15 days of Consultant's remuneration shall have to be given by NIA or to NIA by the Consultant as the case may be. In the event of termination of the agreement, the remuneration will be paid on pro-rata basis as per attendance during the notice month.</p> <p>Brief ground of Pre-mature termination of contract of Consultancy service is as under:-</p> <ul style="list-style-type: none"> <li>(a) The Consultant / firm is unable to address the assigned works;</li> <li>(b) Quality of the assigned works is not to the satisfaction of NIA;</li> <li>(c) The Consultant / firm fails in timely achievement of the target as finally decided by NIA;</li> <li>(d) The Consultant / firm is found lacking in honesty and integrity;</li> <li>(e) If any declaration / information furnished by willfully suppressed any material fact(s), he / she will be liable for termination of contract including any administrative and / or legal action, as NIA may be deem fit.</li> <li>(f) The termination of contract must be got approved by the competent authority of NIA after obtaining proper 'No Objection' and 'No Dues' Certificate from all officers concerned of NIA.</li> <li>(g) The termination will be without prejudice to either party's rights accrued before termination.</li> </ul>
16	How to Apply	<p>All interested applicants may appear for 'Walk-In-Interview' at NIA Branch Officer, Madhapur Hyderabad ( Telangana ) on <b>18<sup>th</sup> &amp; 19<sup>th</sup> March,2024 at 11:00</b> hrs along with filled up proforma (available with this advertisement- Annexure-I ) and its supporting documents i.e., retirement proof, educational certificate, work experience copy of PPO/LPC , Aadhar card, PAN card copy etc.,</p>

2. The above said engagement is purely on temporary and on contract basis. NIA has right to accept or reject in part or in fully any or all the response without assigning any reasons whatsoever.

3. Application proforma for engagement in NIA as Investigation Expert (Consultant) on contract basis is attached as Annexure-I

  
( D Sudarvizhi, IPS)  
Supdt of Police  
NIA BO HYDERABAD

Distribution:

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|---|---------------------------------------|------------------------------------------------------------------------------------------------------------------------------|
| 1 | The DGP Telangana , Hyderabad         | For kind information and it is requested to give wide publicity to the circular among the concerned retired Police Officers. |
| 2 | The DGP, Andhra Pradesh, Mangalagiri. |                                                                                                                              |

3. The SP, IT Division, NIA HQr, New Delhi for uploading the same on NIA Website and CPP Portal.