

No. Z.28015/169/2013-H(pt)
Ministry of Health & Family Welfare
Department of Health & Family Welfare
Hospital Division

Nirman Bhawan, New Delhi
Dated 12.11.2014.

Sub: Engagement of a consultant for providing assistance to this Ministry on monitoring of implementation of the Guidelines & Protocols for medical care of victims/survivors of sexual assault-advertising the vacancy circular- reg

The undersigned is directed to refer to the subject mentioned above and to forward, herewith, the vacancy circular, alongwith the detailed Terms & Conditions of the engagement of consultant, for uploading on the Ministry's website, as per the details given below:-

(a)	Essential:	M.B.B.S.; Diploma in Medico Legal Systems
(b)	Desirable:	M.D. OR an advanced university degree in public health. Having experience of working in government/private Hospitals with more than 500 beds for at least 12-15 years out of total experience.
(c)	Age	Not above 65 years
(d)	Remuneration	Between Rs. 80,000/- to Rs. 1,00,000/-. Depending upon qualification, Experience etc. of the candidate
(e)		The services of the consultant will be hired through outsourced agency engaged by the UNFPA
(f)	Last date of receipt of the application	The applications of the interested candidates must reach the office of Sh. Sanjay Pant, Under Secretary, Ministry of Health & Family Welfare, Room No. 501-D, Nirman Bhawan, New Delhi within 15 days from date of advertisement by post or on email id: sanjay.pant66@nic.in . No application after that date will be accepted in any circumstances.

Terms and conditions

- (i) Provide assistance to Ministry of Health and Family Welfare and State Governments in the implementation of guidelines for medical care of the victims of sexual assault in State, Central Government Hospitals, etc.
- (ii) Provide assistance to Ministry of Health and Family Welfare in implementing recommendations of National Consultation on Gender based violence jointly organised by the Ministry of Health and Family Welfare and WHO in New Delhi on 19-20th March, 2014 and to:
 - Undertake advocacy with the Medical Council of India to integrate gender and gender based violence in medical education.
 - Provide oversight for preparation of standard training packages and learning materials on GBV.
 - Organize learning workshops and meetings with different stakeholders to build capacities and learn about good practices in addressing GBV.
- (iii) Provide assistance to Ministry of Health and Family Welfare on issues related to setting up of One Stop Centre in Government/Private Hospitals including coordination with other related agencies such as Union Ministries, Departments, Police Authorities, Ministry of Law, State Governments, etc.
- (iv) Provide assistance to Ministry of Health and Family Welfare dealing with legal issues in respect of Gender based violence in consultation with Ministry of Law and other Agencies/organisation

- (v) Coordination with other Ministries and Departments associated with issues related to women, including State Governments, state agencies, NGOs and other agencies related to this field
- (vi) Responsible for preparation of material/reply on the references received from PMO/Cabinet Secretariat/Parliament Matters/VIP references
- (vii) Provide assistance to Ministry of Health and Family Welfare in dealing with issues related to Domestic Violence in consultation with Ministry of Law and other Agencies/organisation, wherever required.
- (viii) Provide assistance to Ministry of Health and Family Welfare on issues related to medical care of the women, children, etc.
- (ix) Provide assistance to Ministry of Health and Family Welfare in preparing Agenda note and other material for National/International conferences.
- (x) Any other issues assigned by the Ministry of Health and Family Welfare in this regard.
- (xi) The normal working hours of the Advisor will be 9:00 AM to 5:30 PM on all working days of the Ministry. However, he/she may be required to work office hours in case of urgent nature of work for he/she may not be given any other remuneration, allowances, etc.
- (xii) The period of engagement of the Consultant will be one year initially from the date of assumption of charge. On satisfactory completion of the assignment and on review of performance appraisal, the contract could be extended further based on recommendations of the government in consultation with UNFPA.
- (xiii) The adviser/Consultant will be eligible for 8 days leave in a Calendar Year on pro-rata basis. The Consultant will not draw any remuneration in case of his/her absence beyond 8 days in a year (calculated on a pro rate basis). Leave not availed in a year will not be carried forwarded to next year or no remuneration will be granted for that.
- (xiv) In case Consultant is deputed to visit States in connection with the issues assigned to him/her, he/she will be eligible for TA/DA at the rate being paid to Director level officer in the Ministry.
- (xv) The Consultant shall not be entitled to any other allowance such as DA, transport, telephone, medical reimbursement, personal staff etc.
- (xvi) The Ministry or the Adviser/Consultant shall be free to terminate the contract by giving a prior notice of 30 days.
- (xvii) The Ministry shall not be responsible for any loss, accident, damages, injury, etc. suffered while performing the consultancy assignment including travel.
- (xviii) During the period of consultancy, consultant shall not engage in any business or professional activity which can conflict with the interest of the Government.
- (xix) Consultant shall treat all official information as strictly confidential, and use the same for performance of consultancy assignment only.
- (xx) The Consultant shall report to the Joint Secretary/Deputy Secretary/Under Secretary looking after these issues in the Ministry of Health and Family Welfare.

(Sanjay Pant)
Under Secretary to the Govt. of India
Telephone: 23061521

To
Director (BoP), {Kind attention: Sh. G. Narayan},
Ministry of Health & Family Welfare, New Delhi.

Copy to: PS to JS (KCS)/DS(ON)