

**F.No. EL/NRSE/Tech/7-5(1)B/2019/776**  
**Electricity Department**  
**Office of the Executive Engineer**  
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**Dated. 11<sup>th</sup> July 2019**

Requirement of Energy Consultant for **Nicobar group of Islands** under NRSE Division, Electricity Department, A&N Admn.

A Walk-in-Interview is scheduled to be conducted on 24<sup>th</sup> July, 2019 at 2.00 pm for appointment/ hiring of Energy Consultant for Nicobar group of Islands to enable the SDA to coordinate regulate and enforce various provisions of the EC Act 2001 in Nicobar group of islands of A&N Islands on consolidated pay basis for a period of six months on payment of Consolidated monthly fee of Rs. 50,000. /-.

The verification of certificate will start at 1.30 pm. The interview may be continued on next day also, if required. Candidates registered with Employment Exchange and fulfilling the requisite qualifications may appear for the Walk-in Interview in the Chamber of Principal, DBRAIT, Pahargaon, Port Blair.

The candidates are advised to carry with them duly filled up application form in the prescribed format (**Annexure- II**) along with copies of all the certificates of educational qualification, date of birth, working experience and affixing a passport size photograph. Candidates are also required to bring their original certificates for verifications.

The following are the details of the requirement, educational qualification and the related terms & conditions:-

**1. Qualification for Consultant:**

- 1.1 AICTE/ Govt. approved Bachelor Degree in Engineering with minimum 60% marks or equivalent grade in the engineering degree examination.
- 1.2 Minimum of 3 years work experience in energy efficiency and its conservation, energy auditing etc.
- 1.3 Preference will be given to BEE Certified Energy Auditor/ Manager.

**2. Period of Engagement**

- 2.1 The initial term of appointment shall be for six months and subsequent extension, for another six months depending on the requirement of service, performance and further suitability of consultant for the assigned task.
- 2.2 The appointment of Consultants would be on Full time basis and they would not be permitted to take up any other assignment during the period of Consultancy with the NRSE. The consultant can be required to work on holidays also, if need be, for which no additional fee will be paid.

2.3 The appointment of Consultants is of a temporary (non-official) nature and the appointment can be cancelled at any time by the A&N Admn. without assigning any reason.

### **3. Age Limit**

3.1 The age limit for the post of Consultant shall be between 30-45 years.

### **4. Entitlements for the Consultant**

4.1 *Fee:* During the period of engagement of services consolidate be would be maximum of Rs. 50,000/- per month on prorata basis from the date of joining.

4.2 *Allowances:* The consultants shall not be entitled to any allowance such as Dearness Allowance, Residential Telephone, Residential Accommodation, Personal Staff, CGHS, Medical Reimbursement, etc. However, the Consultants would be eligible for Rs.1000/- (Rupees one thousand five hundred only) as local conveyance allowance.

4.3 *Drawl of Pension:* A retired Government official, if appointed as Consultant shall continue to draw pension and the dearness relief on pension during the period of his engagement as Consultant. His / Her engagement as Consultant shall not be considered as a case of re-employment

4.4 *Leave:* Consultants shall be eligible for 8 days leave in a calendar year on pro-rata basis.

Therefore, a Consultant shall not draw any remuneration in case of his/ her absence beyond 8 days in a year (calculated on a pro-rata basis). Also un-availed leave in a calendar year cannot be carried forward to next calendar year. The Ministry would be free to terminate the services in case of absence of a Consultant by more than 15 days beyond the entitled leave in a calendar year.

4.5 *TA/DA:* No TA/ DA shall be admissible for joining the assignment or on its completion. Consultants will not be allowed foreign travel at Government expenses. However, consultants shall be allowed TA/ DA for their travel inside the country in connection with the official work as per following details:--

#### ***TA/DA (on Tour) Entitlement***

- TA: Reimbursement of sea fare (second class cabin).

- DA: Reimbursement for Hotel accommodation of up to Rs.500/- per day; reimbursement of travel charges of up to Rs.100/- per day for travel within the city and reimbursement of food bills not exceeding Rs.200/- per day.

4.6 **Library Facility:** The consultants shall have access to the NRSE's Library during the period of their engagement and shall be allowed to borrow books as per the Library Rules.

4.7 **Station of the Consultant:** The Consultant should station at Nicobar headquarter and report the Assistant Engineer (Nicobar), Electricity Department and should report to the NRSE division once in a month during the first week. Further, as and when required, the consultant should report to NRSE division as per the direction of EE (NRSE)

## 5. Terms of Reference for Consultant

5.1 The terms of reference for engaging the Consultant are given in **Annexure I**.

## 6. Others

6.1 NRSE Division, Electricity Department, in line with the MNRE/ CERC/ JERC Prevailing Government policies/ procedures may specify any other conditions/guidelines as considered appropriate during the period of engagement of the Consultant.

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**Terms of Reference (ToR) for the hiring/ engagement of Energy Consultant to enable the SDA to coordinate regulate and enforce various provisions of the EC Act 2001 in Nicobar group of islands of A&N Islands.**

**I. Precise Statement of Objective**

Bureau of Energy Efficiency (BEE), Ministry of Power, Govt. of India, is supporting in Strengthening of SDA of Andaman & Nicobar Islands on efficient use of energy and its conservation by providing financial assistance to the SDA to strengthen the institutional capacities and capabilities under the above component. The main goal is to promote energy efficiency & energy conservation program in order to reduce the burden on various sources of generation with a long term objective of creating a carbon free atmosphere for greening of these Islands.

**II. Terms of Reference (ToR)**

The role and responsibilities of Technical Officer (Consultant) is detailed as follows:-

- Preparation of quarterly and annual reports indicating the achievements realized for submission to BEE
- Interaction with other Govt. Dept./Organizations and Industries.
- Facilitation in implementation of all programmes run by BEE.
- Preparation of schemes/ policies for promoting energy conservation
- Exploring new areas for implementation of energy conservation measures.
- Conduct an extensive survey of all buildings/ households of connected appliances/ equipment's for proposing DSM in households of Nicobar group.
- Finalization and vetting of Detailed Project Reports (DPRs) for energy efficiency projects based on the survey report.
- Conduct field visits for implementation and monitoring of different energy conservation activities.
- Organizing awareness campaigns, workshops, seminars for different sectors and general public.
- Undertake activities as per the requirement of BEE as prescribed from time to time.
- Submission of monthly progress report to NRSE Division in prescribed form of BEE by 5<sup>th</sup> of every month and any other data/ information sought from BEE as and when required.

**Facilitate smooth and timely implementation of other schemes of BEE in Nicobar group of Islands**

**Standards & Labeling Scheme**

- Facilitate in conduct of consumer awareness programs to spread awareness

- Facilitate in ensuring larger penetration for energy efficient products.
- Facilitate in enforcement of provisions pertaining to appliances under the EC Act.

### **Buildings Scheme:**

#### **Existing Commercial/Residential Buildings**

- Conduct an extensive survey of all buildings/ households of connected appliances/ equipment's for proposing DSM in households of Nicobar group.
- Facilitate retrofit through ESCO route or by building owners themselves
- Facilitate promotion of star labeling scheme of BEE

#### **Agricultural DSM**

- Conducting awareness campaign for the use of BEE star labeled pump sets/ solar pump sets for new agriculture connections.
- Facilitation in conduct of capacity building programmes for imparting training on energy & water conservation and energy efficient pump sets to farmers through KrishiVigyanKendras.

### **III. Schedule for completion of tasks**

The above-mentioned tasks are of a continuous nature and will be completed by the Energy Consultant in a time frame given periodically after the formal appointment of the Consultant.

### **IV Final outputs required by the Energy Consultant at the end of the consultancy period.**

All the tasks, as proposed in para II above, are of continuous nature and will be completed in a given time period and on its completion it will become the final output in each case. This needs to be recorded in writing and to be submitted at the end of consultancy period so as to review the performance of the consultant for extending the consultancy period to maximum period.

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**Application format for appointment as Energy Consultant for Nicobar group of Islands under NRSE Division, Electricity Department**

1. Name
2. Father's Name
3. Date of Birth
4. Domicile
5. Nationality
6. Mailing Address (With Tel. /Mob. No. and E-mail address)
7. Permanent Address
8. Educational Qualification:

Sl. No.	Course	Subject	University/ Institute	Year of Passing	Division/ Class

9. Work Experience

Sl. No.	Organization/ Institute with full address	Period		Nature of Work performed	Remarks
		From	to		

10. Whether SC / ST /OBC /

11. Reference:

(i) .....

(ii) .....

(Please provide copies of relevant supporting documents)

Date & Place

Name & Signature