

NO. 3/42/2013-SD/AM

**Indira Gandhi National Centre for the Arts
Sutradhara Division
Janpath, New Delhi**

Date: 24th February, 2014

Sub: Terms and conditions for recruitment/appointment of academic/technical personnel engaged on contract basis against regular vacancies.

Recruitment Rules of the Indira Gandhi National Centre for the Arts (IGNCA) provide for recruitment/appointment of academic/technical personnel on contract basis against regular vacancies. In order to ensure uniformity of conditions of service of personnel engaged on contract basis it has been decided to lay down the following terms and conditions:-

1. Tenure:

- (i) The initial engagement will be for a period of two years, at the end of which a review/assessment of the performance of the personnel concerned shall be undertaken by a duly constituted Committee headed by the Member Secretary, IGNCA, which shall include a domain expert (as defined in the Recruitment Rules) and depending upon the result of such a review/assessment of the overall performance, the term of the personnel concerned may be extended upto another three years. The review/assessment of the Committee, as aforesaid, shall be final. Thereafter, further extensions will be for five-year periods at a time based each time on the same process of review mentioned above.
- (ii) The tenure of contractual engagement shall neither be construed as a regular appointment nor shall entitle the contractual appointee to claim regular employment in the IGNCA under any circumstances.
- (iii) Notwithstanding anything contained in sub-clauses (i) to (ii) above, the contract of appointment shall automatically come to end at the expiry of the period of engagement as prescribed in clause (i) above unless specifically and expressly extended further.

2. Other Terms & Conditions:

- (i) The contractual appointee will be entitled to remuneration equivalent to the pay and allowances and the benefits of Leave, CPF, Travelling Allowance, LTC and medical facilities as are available to regular employees of the IGNC A at the corresponding level/post;
- (ii) The contractual appointee shall submit the report of the work done by him/her as per the targets set for a particular period or year in the Annual Performance Appraisal Report format as prescribed or may be prescribed for the academic personnel within the stipulated time frame.
- (iii) The contractual appointee shall, during the period of his contract of service, faithfully serve the IGNC A and shall at all times devote his time and energies to honestly and diligently pursuing, executing, superintending, organizing, promoting and improving the aims and objectives of the IGNC A and shall do and perform all such services, functions, acts, matters and things at any place in India or abroad, as the Member Secretary of the IGNC A shall from time to time direct.
- (iv) The contractual appointee shall be bound by the rules of conduct as applicable to the other employees of the IGNC A from time to time. He/shall shall be liable to be proceeded against for any acts of omission or commission amounting to misconduct in accordance with disciplinary rules as applicable to regular employees of IGNC A.

(Jayanta Kumar Ray)
Director(Admn)

All HoDs

Copy to:

- a. PS to Member Secretary
- b. Sr. PA to Joint Secretary
- c. FA & CAO
- d. Establishment Section

No. 1/17/2009-SD/AM
Indira Gandhi National Centre for the Arts
Sutradhara Division

Dated : 27th February, 2014

OFFICE ORDER NO. _____ /2014

The present term of appointment (on contract) of Dr. Sreekala Sivasankaran, Associate Professor, Janapada Sampada Division in PB-4 Rs. 37400-67000 with GP Rs. 9,000/- is extended as per the following terms and conditions:

1. Tenure:

- (i) The services are extended for a further period of five years w.e.f. 7.12.2013.
- (ii) The tenure of contractual engagement shall neither be construed as a regular appointment nor shall entitle the contractual appointee to claim regular employment in the IGNCA under any circumstances.
- (ii) The contract of appointment shall automatically come to end at the expiry of the period of engagement unless specifically and expressly extended further.

2. Other Terms & Conditions:

- (i) Dr. Sreekala Sivasankaran will be entitled to remuneration equivalent to the pay and allowances and the benefits of the Leave, CPF, Travelling Allowance, LTC and medical facilities as are available to regular employees of the IGNCA at the corresponding level/post;
- (ii) Dr. Sreekala Sivasankaran shall submit the report of the work done by him/her as per the targets set for a particular period or year in the Annual Performance Appraisal Report format as prescribed or may be prescribed for the academic personnel within the stipulated time frame.
- (iii) Dr. Sreekala Sivasankaran shall, during the period of her contract of service, faithfully serve the IGNCA and shall at all times devote her time and energies to honestly and diligently pursuing, executing, superintending, organizing, promoting and improving the aims and objectives of the IGNCA and shall do and perform all such services, functions, acts, matters and things at any place

in India or abroad, as the Member Secretary of the IGNCAs shall from time to time direct.

- (iv) Dr. Sreekala Sivasankaran shall be bound by the rules of conduct as applicable to the other employees of the IGNCAs from time to time. She shall be liable to be proceeded against for any acts of omission or commission amounting to misconduct in accordance with disciplinary rules as applicable to regular employees of IGNCAs.

(K.C. Pandey)
Under Secretary (Admn.)

Dr. Sreekala Sivasankaran
Associate Professor
Janapada Sampada Division
IGNCA

Copy to :

- a. PS to Member Secretary
- b. Sr. PA to Joint Secretary
- c. All HoDs
- d. FA&CAO

No. 1/16/2009-SD/AM
Indira Gandhi National Centre for the Arts
Sutradhara Division

Dated : 27th February, 2014

OFFICE ORDER NO. _____/2014

The present term of appointment (on contract) of Dr. Achal Pandya, Associate Professor, Conservation Unit in PB-4 Rs. 37400-67000 with GP Rs. 9,000/- is extended as per the following terms and condition:

1. Tenure:

- (i) The services are extended for a period of five years w.e.f. 10.12.2013.
- (ii) The tenure of contractual engagement shall neither be construed as a regular appointment nor shall entitle the contractual appointee to claim regular employment in the IGNCA under any circumstances.
- (iii) The contract of appointment shall automatically come to end at the expiry of the period of engagement unless specifically and expressly extended further.

2. Other Terms & Conditions:

- (i) Dr. Achal Pandya will be entitled to remuneration equivalent to the pay and allowances and the benefits of the Leave, CPF, Travelling Allowance, LTC and medical facilities as are available to regular employees of the IGNCA at the corresponding level/post;
- (ii) Dr. Achal Pandya shall submit the report of the work done by him as per the targets set for a particular period or year in the Annual Performance Appraisal Report format as prescribed or may be prescribed for the academic personnel within the stipulated time frame.
- (iii) Dr. Achal Pandya shall, during the period of his contract of service, faithfully serve the IGNCA and shall at all times devote his time and energies

to honestly and diligently pursuing, executing, superintending, organizing, promoting and improving the aims and objectives of the IGNCA and shall do and perform all such services, functions, acts, matters and things at any place in India or abroad, as the Member Secretary of the IGNCA shall from time to time direct.

- (iv) Dr. Achal Pandya shall be bound by the rules of conduct as applicable to the other employees of the IGNCA from time to time. He shall be liable to be proceeded against for any acts of omission or commission amounting to misconduct in accordance with disciplinary rules as applicable to regular employees of IGNCA.

(K.C. Pandey)
Under Secretary (Admn.)

Dr. Achal Pandya
Associate Professor
Conservation Unit
IGNCA

Copy to :

1. PS to Member Secretary
2. Sr. PA to Joint Secretary
3. All HoDs
4. FA&CAO

