

**SOUTH ASIA FORUM OF INFRASTRUCTURE REGULATION (SAFIR)  
C/o CENTRAL ELECTRICITY REGULATORY COMMISSION (CERC), NEW DELHI**

No. SAFIR-11017(11)/1/2019-CERC

Dated:29<sup>th</sup> September, 2020

SAFIR vide vacancy circular dt. 13-09-2019 had issued an advertisement for engagement of Staff Consultant at the level of Research Associate in SAFIR.

Competent Authority in SAFIR has decided to re-notify the vacancy and call for fresh applications for the above post. All applicants, who had previously applied for the post and now want to update their relevant experience may do so by submitting fresh application with necessary enclosures . The detail of Terms of Reference (ToR) of the vacancy is **enclosed**. The last date of submission of applications is on or before **19<sup>th</sup> October,2020**.

Encl: As above.

Assistant Secretary, SAFIR

# South Asia Forum for Infrastructure Regulation (SAFIR)

C/o. CENTRAL ELECTRICITY REGULATORY COMMISSION

First Floor, Chanderlok Building,

36, Janpath, New Delhi - 110 001

No. SAFIR-11017(11/1/2019-CERC

Dated:29<sup>th</sup> September, 2020

## "Engagement of Staff Consultant at the level of Research Associate in SAFIR"

### 1. About SAFIR

#### 1.1 Background

The South Asia Forum for Infrastructure Regulation (SAFIR) was established in May 1999. SAFIR is an association of Infrastructure Regulators from India, Nepal, Bhutan, Pakistan, Sri Lanka and Bangladesh. The Forum plays a key role in disseminating knowledge and best practices among infrastructure regulatory institutions in South Asia. The secretarial service to SAFIR is provided by Central Electricity Regulatory Commission ( CERC). Each Annual SAFIR Meeting elects on rotation basis (among the Countries represented in SAFIR), a Chairperson from its present members representing regulatory bodies.

#### 1.2 Aims & Objectives

SAFIR aims to provide high quality capacity building and training on infrastructure regulation, and related topics, in South Asia. Specific objectives of SAFIR are:

- Provide a platform for experience sharing amongst the regulators of the region;
- Facilitating effective and efficient regulation of utility and infrastructure industries;
- Initiate beneficial exchange of knowledge and expertise;
- Evolve best practices;
- Build regulatory decision-making and response capacity in South Asia;
- Conduct training programs to serve regulatory agencies and other stakeholders;
- Spur research on regulatory issues;

Interact, coordinate, facilitate and engage with various International Developments, regulation, financial bodies and government or private entities of various countries.

#### 1.3 Activities of SAFIR

To promote information exchange and experience sharing among member regulators, SAFIR conducts different activities. Some of the SAFIR activities are mentioned below:-

- **Core Training Programs**

SAFIR's most visible activity is the Core Course on Infrastructure Regulation. The core course is aimed at utility regulators and their staff, senior government officials working on

the reform of the infrastructure sectors, and executives from public and private regulated infrastructure service providers. The core course delivers practical lessons on the regulation and restructuring of infrastructure from within and outside the region. It also provides an ideal opportunity for participants to exchange their own experiences and to build networks within the region.

- **Annual General Meetings**

The activities of the SAFIR are guided by a Steering Committee comprising all the members and an Executive Committee consisting of a representative each from India, Pakistan, Nepal, Bhutan and Sri Lanka was constituted to take SAFIR forward. The SCM (Steering Committee Meeting) and the ECM (Executive Committee Meeting) of the SAFIR are also held at regular intervals

- **Investor conference on issues relating to regulation**

SAFIR organizes an Infrastructure Conference every year to present the vibrant and evolving policy and regulatory framework in South Asia, which has, over the period, played an important role in building, enhancing and channelizing private investments into Infrastructure sector. The Conference is addressed by key Policy Makers, Regulators and Investors from across the region. It aims to facilitate a constructive dialogue among all stakeholders to further strengthen regulatory framework and promote investments in the infrastructure sector. The Conference provides a unique opportunity to investors & business community to understand the emerging investment opportunities / projects on offer in member countries of South Asia, which includes Sri Lanka, Pakistan, Nepal, Bangladesh, Bhutan and India.

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

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

- 2.1 Report writing
- 2.2 Compiling/analyzing regulatory data.
- 2.3 Follow up with the Member Organizations of SAFIR
- 2.4 Coordinating various meetings of the SAFIR and related activities thereof
- 2.5 Coordinating for Core Training Programme and Infrastructure Conference
- 2.6 Any other tasks related to studies conducted like draft Terms of Reference (TOR's)
- 2.7 Any other work assigned from time to time

Contd.....

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

Category of consultant	No. of Posts	Qualifications and Experience	Consolidated salary
Research Associate	01	<p><b><u>Essential Qualifications:</u></b> Post Graduate in ( Financial management / Power Management/Regulatory Governance / Infrastructure/Sustainability Management/Commerce from recognized Institutes/Universities)</p> <p><b><u>Experience and Competencies:-</u></b> Zero to three years experience in Power Sector with (i) Regulatory Expertise (ii) Good understanding of power sector. (iii) Working knowledge of MS-Excel, MS-Word &amp; PowerPoint. (iv) Dynamism to work in a fast-paced, high-change environment, Analytical approach to problem-solving, Good communication skills, Team player having demonstrated initiative and</p>	Rs. 45,000 - 59,000 per month (depending on the qualification and experience) excluding Service Tax, if applicable.

### 4. General terms and conditions:-

4.1. The Staff Consultant shall be required to observe five day week with normal office working hours from 9.30 a.m to 6.00 p.m including 30 minutes lunch break from 01.30 p.m. to 02.00 p.m..

4.2 The Staff Consultant may also be required to work on extended working hours or in weekends or in holidays, if so required by the circumstances or exigencies of work. For the extended hours of work including weekends and holidays, the Staff Consultant shall not be entitled for any Overtime allowance or compensation for the same.

4.3. The Staff consultant shall be eligible for fifteen (15) days leave in a calendar year which will be credited in advance on quarterly basis as under –

- (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.

4.4 The Staff Consultant shall refund the excess fee paid for availing the advance leave, in case they wish to leave the said assignment in SAFIR.

4.5 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 their absence which is not due.

4.6 The intervening Saturday/ Sunday / Holidays shall not be counted as leave only upto the credit limit of leave. The benefit of intervening Saturday/ Sunday / Holidays shall, however, not be permitted for the period of absence / leave which is not due.

4.6 The Staff Consultant shall not be entitled to any professional fees for the period of absence beyond the entitled leave of 15 days as above. Any availed leave during a calendar year shall not be carried forward to the next calendar year or qualify for encashment.

4.7 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, SAFIR would be free to terminate the services of the said Staff Consultant.

4.8 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.

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

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

4.11 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.

4.12 In case of any official work by the Consultant as per the following entitlement:-

4.13 In case of any official tour within India, the Staff Consultant shall be entitled for reimbursement of expenses for the journey undertaken as per the following:

- (i) By air – Economy class ; By train (AC- II).
- (ii) For local travel - non-A/C taxi

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) Regulations, 2008 and amendments thereafter.

6. **Duration of contract:-**

Duration of Contract: The initial engagement of Staff Consultant in SAFIR shall be for a period of two years. This period of engagement may, if need be, extended, based on satisfactory performance, by a period upto one year, on each occasion, limited to a total period of four years only. An annual escalation of upto 10% on the fees may be granted to the Staff Consultant with the approval of the Chairperson, CERC, based on the performance of the Staff Consultant during the preceding year, duly affirmed by the controlling officer.

7. **Payment Terms:-**

7. 1 Payment Terms: The consultant shall be paid lump sum monthly professional fees on completion of the month. TDS shall be deducted as per relevant rules.

- 7.2 Taxes as levied by the Government shall be deducted at source from the professional fees due to the Staff Consultant. Necessary TDS certificate shall be issued to Staff Consultant.
- 7.3 In the event of completion or termination of the contract of engagement by either side, the item or equipment issued to him/her for the official work. In the event of any dispute, the decision of SAFIR shall be final and binding and the Staff Consultant shall not have any claim in this regard.
8. 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 SAFIR.
9. Applications complete in all aspects would only be accepted.
10. Relaxation in essential qualifications/experience can be considered in deserving cases.
11. SAFIR reserves the right not to fill up all or any of the above-mentioned position.
12. SAFIR reserves the right either to increase or decrease the number of posts in the said category.
14. **Selection Process:**
- (a) Only candidates who strictly fulfill the eligibility criteria will be shortlisted and called for interaction.
- (b) The selection of the candidates shall be based on the ranking of combined score of the qualification, experience and interaction.
- (c) 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.
- (d) No TA/DA shall be admissible for attending interaction at New Delhi.
- (e) The decision of SAFIR shall be final..

Interested and eligible candidates may send soft copy of their applications, in the prescribed format (enclosed) to the Assistant Secretary, SAFIR by e -mail to [asecy.safir@gmail.com](mailto:asecy.safir@gmail.com) **on or before 19<sup>th</sup> October, 2020.**

Sd/-  
(Arun Kumar)  
Assistant Secretary (SAFIR)

**BIO-DATA**

POST APPLIED FOR : \_\_\_\_\_

**I. GENERAL INFORMATION:**

01. Name of the Candidate
02. Date of Birth
03. Father's Name
04. Permanent Address
05. Contact address
06. Tel No.  
Mobile No.  
Email id

**II. DETAILED RESUME:**

**Attested photocopies of all Degrees and Certificates, Document proof of Work experience and Photo copy of last pay drawn must be attached, without which the candidature will not be considered.**

**(a) Academic/Professional Qualifications:-**

Degree	University	Institute	Field/Specialization	Year of Passing

**(b) Experience:-**

Details of employment, in chronological order. Enclose a separate sheet, duly authenticated by your signature, if the space below is insufficient

Office/Institute/ Organisation	Post held	From	To	Nature of duties in brief

**(c) Enclosures:**

- (i) Statement of Purpose.
- (ii) Additional information, (if any) which you would like to mention in support of your suitability for the post.
- (v) Separate sheets for Education/Experience, if the space is insufficient.

**Signature of the Candidate**

Date: