

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:13th, September, 2019

"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

3. Qualification and experience required for Staff Consultant:-

Category of consultant	No. of Posts	Qualifications and Experience	Consolidated salary
Research Associate	01	<p><u>Essential Qualifications:</u> Post Graduate in (Financial management / Power Management/Regulatory Governance / Infrastructure/Sustainability Management from recognized Institutes/Universities)</p> <p><u>Experience and Competencies:-</u> Zero to three years experience in Power Sector with</p> <ul style="list-style-type: none">(i) Regulatory Expertise(ii) Good understanding of power sector.(iii) Working knowledge of MS-Excel, MS-Word & 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 leadership skills	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. Normal working hours would be 9.30 A.M to 6.00 P.M (05 days week) including half – hour lunch break. The personnel may be called on a Saturday, Sunday and other gazette holidays, and asked to sit beyond normal working hours in case of exigency of SAFIR.
- 4.2. The Staff consultant shall be eligible for 15 days leave in a calendar year which will be credited in advance on quarterly basis as under subject to production of undertaking, that they will refund the excess fee paid for availing advance leave, if they wish to leave FOR.
 - (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.
- 4.3. 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. No fee shall be paid to the Staff Consultant for the period of his/ her absence beyond the credit limit.
- 4.4. 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.
- 4.5. In case of tour outside Delhi, SAFIR will reimburse the expenses for journey undertaken

for official work by the Consultant as per the following entitlement:-

Research Associate - By train (AC-II), other facilities as per Entitlements of CERC officers of the level of Private Secretary.

5.. **Age Limits:-**

The age of the applicant as on 01st January of the year of advertisement would be in accordance to CERC (Appointment of Consultants) Regulations, 2008 and amendments thereafter.

6. **Duration of contract:-**

The contract will be initially for a period of two years which can be extended for upto one year on each occasion, limited to a total period of four years. In deserving cases an annual escalation upto 10% on the fee may be given with the approval of the competent authority based on the performance during preceding year.

7. **Payment Terms:-**

The Staff Consultant shall be paid lump sum monthly professional fee (the agreed amount) within seven days after completion of the month on the submission of invoice.TDS shall be deducted as per Income Tax rules.

8. **Termination of contracts:-**

The assignment may be terminated earlier by either SAFIR or the Consultant by giving one month's notice, or one month's salary in lieu thereof. Provided, in case of disciplinary action, the notice period shall not apply to SAFIR.

9. 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.

10. Applications complete in all aspects would only be accepted.

11. Relaxation in essential qualifications/experience can be considered in deserving cases.

12. SAFIR reserves the right not to fill up all or any of the above-mentioned position.

13. SAFIR reserves the right either to increase or decrease the number of posts in the said category.

14. Only short-listed candidates will be called for written test / interaction with the Selection Committee. No TA shall be admissible for appearing either for the written examination or interaction.

Interested and eligible candidates may send their applications, in the prescribed format to the Assistant Secretary, SAFIR, First Floor, Chanderlok Building, 36, Janpath, New Delhi-110001 **on or before 7th of October, 2019 by 5.00 p.m..**

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: