



DIRECTORATE OF FIRE & EMERGENCY SERVICES,
HOME GUARDS & CIVIL DEFENCE, ODISHA
Address – 3rd Floor, Vigilance Building, Nuapatna, Buxibazar, Cuttack-753001
Tel. – 0671-2300317, Fax : 0671-2300201, E-mail : odishafire-hgs-cd@od.gov.in

**ADVERTISEMENT FOR ENGAGEMENT OF LEGAL ADVISOR/CONSULTANT
ON CONTRACTUAL BASIS**

Applications are hereby invited from the interested candidates having Law Degree and at least 10 years of experience as practicing lawyers in different courts like High Court or Subordinate Courts in the State, for engagement of one Legal Advisor/ Consultant on contractual basis under Directorate of Fire & Emergency Service, Home Guards and Civil Defence, Odisha, Cuttack. Such engagement/appointment shall be governed by the procedure and rules laid down vide Government of Odisha, Finance Department Office Memorandum No.12178/F dtd.21.04.2023. The details of eligibility criterion, selection procedure, Remuneration & Documents to be submitted along-with the application form are available in www.odishafshgscd.gov.in

Application in the prescribed format duly filled along with self-attested required documents to be submitted in a sealed cover superscribed “**APPLICATION FOR THE POST OF LEGAL ADVISOR/CONSULTANT**” addressing to the Director General, Fire & Emergency Service, Home Guards & Civil Defence, Odisha, Cuttack through Registered / Speed post on or before **15.12.2025**.

Incomplete Applications shall be rejected without any notice. The undersigned reserves the right to cancel or reject any or all the applications without assigning any reason thereof.

Details of the postal address of Directorate Fire & Emergency Service, Home Guards & Civil Defence, Odisha, **e-mail** Id, Application Form, Job Chart and relevant Government orders cited above are available in Odisha Fire & Emergency Service website “www.odishafshgscd.gov.in”

**Administrative Officer,
Directorate of F&ES, HGs and CD
Odisha, Cuttack.**

APPLICATION FORM FOR THE POST OF LEGAL ADVISOR/CONSULTANT (CONTRACTUAL)

Affix recent
Passport size
self-attested
photograph

1. Name of the Applicant :
2. Father's Name :
3. Date of Birth :
4. Age as on 01.01.2025 :

(YY/MM/DD)

5. For retired Govt. employee:
 - i. Post held at the time of Retirement :
 - ii. Date of Retirement :
 - iii. Pay level under ORSP Rules, 2017 at the time of retirement with supporting documents :
6. Present Address :
7. Permanent Address :
8. Educational Qualifications :
9. Work experience :
(may attach separate sheet with credential)

10. Contact Details:

Mobile No. :

E-mail ID :

Place:

Date:

Signature of the Candidate



DIRECTORATE OF FIRE & EMERGENCY SERVICES,
HOME GUARDS & CIVIL DEFENCE, ODISHA

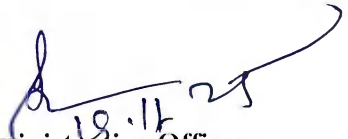
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The details regarding application are available in the Directorate F&ES, HGs & CD website i.e. "www.odishafshgscd.gov.in" having following eligibility criteria.

Sl. No.	Name of the post	- Legal Advisor / Consultant
1.	Eligibility	Having Law Degree and at least 10 years of experience as practicing lawyers in different Courts like High Court or Subordinate Courts in the State
2.	Remuneration	Remuneration is fixed at Rs.60,000/- per month
3.	Age	Below 65 years as on 01.01.2025
4.	Selection Procedure	<p>The selection shall be governed by the procedure and rules laid down vide G.A Department Resolution No.23750/Gen dt.27.08.2014 and the engagement of Legal Advisor/Consultant shall be made for a period of one year initially and the same may be extended subsequently on satisfactory performance.</p> <p>The interview will be conducted at Fire and Emergency Services Hqrs., Cuttack, 3rd Floor, Vigilance Building, Nuapatna, Buxibazar, Cuttack-753001. The date & time will be intimated in due course.</p>
5.	Prescribed Job Chart	<p>A. He will act as Legal Advisor to D.G., Fire and Emergency Services, Commandant General Home Guards and Director, Civil Defence, Odisha, render guidance and assistance for preparation of Para-Wise Comments/ Counter Affidavits in cases filed in different Courts & Tribunals,</p> <p>B. Responsible for ensuring implementation of Judgment and Orders of Hon'ble Courts / Tribunals.</p> <p>C. Para-Wise Comments will be vetted by him and he will assist State Counsels in different cases/ writ petitions/ OA cases in various Courts/ Tribunals.</p> <p>D. Render legal opinion/ advice in preparation of notices and other legal action including sealing of premises and prosecution of offenders as per provisions of Odisha Fire Service Act, 1993 and Odisha Fire Prevention and Fire Safety Rules, 2017 read with subsequent amendment thereto.</p> <p>E. Vet all tenders, quotations, advertisements etc. relating to procurement of equipment, vehicles, clothing articles etc. from legal point of view and advice all correspondence and files relating to action under different Laws, Rules, Regulations etc.</p> <p>F. Render assistance in designing courses and imparting training pertaining to Law matters in Training Academy/ Institutes of Fire Service organization.</p> <p>G. Discharge such other responsibilities and duties as assigned by the D.G. Fire & Emergency Services from</p>

		time to time.
6.	Postal Address	Directorate of F&ES, HGs & CD At-3 rd Floor, Vigilance Building, Nuapatna, Buxibazar, Cuttack-753001
7.	E-mail ID	odishafire-hgs-cd@od.gov.in
8.	Documents to be submitted	<ul style="list-style-type: none"> a. Filled application form duly signed by the candidate. b. Copy of Adhar Card. c. Copy of License issued by Bar Council of India (except Retired person). d. Copy of 1st page of Service Book along with last pay slip in case of retired Govt. employee. e. Certificates in support of educational qualifications. f. Certificates or documents in support of work experience. g. One recent color passport size photograph affixed in the application form.


 Administrative Officer
 Directorate of F&ES, HGs & CD
 Odisha, Cuttack



GOVERNMENT OF ODISHA
FINANCE DEPARTMENT

No. 12178 /F:

Date: 21-04-2023

FIN-LEGAL-MISC-0002/2023

OFFICE MEMORANDUM

Sub: Clarification regarding engagement of Legal Consultants and fixation of monthly consolidated remuneration thereof .

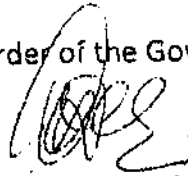
1. Due to large number of pending Court cases, proposals from different Departments of the Governments are being received in this Department for engagement of Legal Consultant and fixation of monthly consolidated remuneration thereof.

2. In this context, it is clarified here that Legal Consultants engaged on contract basis in various offices having Law degree and at least 10 years of experience as practicing lawyers in different courts like High Court or Subordinate courts, in the State will be entitled to consolidated remuneration up to Rs.60,000/- per month with the concurrence of Finance Department and with the approval of Government at the level of Hon'ble Chief Minister.

3. Government Servants engaged as Legal Consultant after retirement will be governed as per provisions of the Resolution No.23750-GAD-C-REMP-0002/2014/Gen. dated.27.08.2014 issued by the G.A. Department & consolidated remuneration can be extended as per the Office Memorandum No.24533/F dated.29.09.2022 issued by the Finance Department. In each case, the concerned authority should obtain concurrence of Finance Department prior to engagement of the retired Government Servant as Legal Consultant. Any deviation from this shall require approval of Hon'ble Chief Minister as per para -5 of Finance Department Office Memorandum No.-24533/F dated.29.09.2022.

This Office Memorandum shall come in to force with immediate effect from the date of issue of this Office Memorandum.

By order of the Governor



(Vishal Kumar Dev)

Principal Secretary to Government

Memo No 12179 /F, Dated- 21-04-2023.

Copy forwarded to All Departments of Government/ All Heads of Departments / All Collectors/ All RDCs/ All District and Sessions Judges/The Principal Secretary to Governor/ Private Secretary to the Chief Minister/ Secretary to Odisha Legislative Assembly/ Secretary to Member, Board of Revenue, Odisha, Cuttack/ Secretary to Rajya Sainik Board, Odisha, Bhubaneswar/ All Treasury Officers of the District Treasuries including Special Treasuries and Sub-Treasuries/ The Principal A.G. (A&E), Odisha, Bhubaneswar/ The Deputy Accountant General, Odisha, Puri /Principal, Secretariat Training Institute, Bhubaneswar / Director General, Gopabandhu Academy of Administration, Bhubaneswar / Director, Madhusudan Das Regional Academy of Financial Management, Bhubaneswar / Manager, Reserve Bank of India, Public Accounts Department, Bhubaneswar for information.

Somant
21.4.2023
Special Secretary to Government

Memo No 12180 /F, Date: 21-04-2023.

Copy forwarded to all Officers/ all Branches of Finance Department for information and necessary action.

Somant
21.4.2023
Special Secretary to Government

Memo No 12181 /F, Date: 21-04-2023.

Copy forwarded to the Head of Portal Group, I.T. Centre, Secretariat, Odisha for information and necessary action.

He/She is requested to launch this Office Memorandum regarding engagement of Legal Consultants and revision of monthly consolidated remuneration in the Website (www.Odisha.gov.nic.in/finance/index.htm) of Finance Department for general information.

Somant
21.4.2023
Special Secretary to Government

The Odisha Gazette

EXTRAORDINARY
PUBLISHED BY AUTHORITY

No. 1409, CUTTACK, MONDAY, SEPTEMBER 1, 2014 / BHADRA 10, 1936

[23750-GAD-SC-REMP-0002/2014/Gen.]

GENERAL ADMINISTRATION DEPARTMENT

RESOLUTION

The 27th August, 2014

Subject: Comprehensive Guidelines relating to engagement of retired Government servants..

The engagement of retired officers is at present being governed by the guidelines issued by the Government in General Administration Department Resolution No. 19637/Gen. dated the 30th June, 1999. According to these stipulations no proposal for re-engagement of any retiring/ retired functionary shall be considered in any circumstances except in certain specified cases as laid down in the said Resolution. The situation, in the meantime has undergone a drastic change. On account of delayed recruitment for various unavoidable reasons most of the Government establishments have inordinate workload on the remaining staff. On the basis of the above consideration certain Departments of Government have obtained orders of the Government in the past to engage retired Government servants temporarily on contractual basis for different spells with different remuneration and terms and conditions on obtaining concurrence of Finance Department wherein the prescribed upper age limit for engagement was not uniform.

After careful consideration of the above situation and with a view to ensure a uniform principle it has been decided by the Government that the Departments of Government, while taking decisions for engagement of retired persons having professional excellence in Government assignments, shall follow the following principles to engage the retired Government servants on contractual basis.

1.Applicability:—

These guidelines shall apply to officers to be re-employed to such posts/services as may be decided by the Government from time to time.

2.Eligibility Conditions: —

- (i) Officers who have retired from Government service on attaining the age of superannuation and below the age of sixty five years having good service records and are physically fit shall be eligible to be considered for re-employment.
- (ii) Officers against whom departmental proceedings or criminal cases are contemplated/ pending or who have been penalized for misconduct during the period of preceding five years will not be eligible for consideration.

3.Selection Process: —

- (i) Selection of persons will be made through open advertisement.
- (ii) There shall be a Selection Committee as may be decided by the appointing authority for the post/ posts required to be filled up by re-employment.

4. Tenure, Terms and Conditions: —

- (i) The re-employment shall be made ***initially for a period of two years and can be extended for subsequent period of two years with spells of one year each*** subject to satisfactory performance up to a ***total period of four years not beyond the age of sixty-five years*** of age in any case or till the posts are filled up by regular process whichever is earlier.
- (ii) Re-employed officers will be entitled to pay and other allowances as determined by the Administrative Department/Appointing Authority with the concurrence of the Finance Department.
- (iii) Re-employed officers shall be governed by the provisions of Odisha Government Servants' Conduct Rules, 1957 and shall be liable to be proceeded against for their misconduct, omissions and commissions as per the provisions under the Odisha Pension Rules, 1992.
- (iv) The re-employment can be terminated at any time by the respective appointing authority due to unsatisfactory performance of any of the re-employed officer by giving one month

notice. On the contrary if any re-employed officer desires to resign he shall do so by giving one month's written notice to the competent authority.

5. Retention of Government Quarters: --

As provided in the Resolution No 19637/ Gen. dated the 30th June, 1999, during the period of the contract appointment the appointee may be accommodated in Government Quarters, subject to the availability, provided he pays normal rent as applicable to a Government servant occupying Government accommodation.

6. Overriding effect: --

The provisions of this resolution will supersede all previous executive instructions of the Government pertaining to re-employment of retired persons.

This Resolution shall come to force with effect from the date of publication in *Odisha Gazette*.

ORDER

Ordered that the Resolution be published in the Extraordinary issue of the *Odisha Gazette*. Ordered also that copies of the Resolution be forwarded to all Departments of Government / all Heads of Departments / all Collectors / Registrar, Odisha High Court, Cuttack / Registrar, Odisha Administrative Tribunal / Special Secretary, Odisha Public Service Commission / Secretary, Odisha Staff Selection Commission / Secretary, Odisha Sub-ordinate Staff Selection Commission, Bhubaneswar.

By Order of the Governor

N. CHANDRA
Special Secretary to Government