



**NATIONAL INVESTIGATION AGENCY**

MINISTRY OF HOME AFFAIRS

GOVERNMENT OF INDIA

CGO COMPLEX

LODHI ROAD

NEW DELHI - 110 003

TELE NO. 011-24368800 & FAX NO. 011-24368801



International Year  
of Cooperatives

**NOTICE**

Subject: - **Engagement of Retired officers as Consultant for Training Division on contract basis in the NIA.**

National Investigation Agency (NIA) vide circular No Estt/NIA/Consultant/Trg/2025 dated 22/10/25 has invited applications from Retired Officers of Central and State Governments for **'Walk-In-Interview' to be held on 25<sup>th</sup> November, 2025 at 1100 hrs** at NIA HQ, CGO Complex, Lodhi Road, New Delhi for engagement as Consultant for Training Division on contract basis in the NIA.

2. The complete details of engagement with eligibility and application form are available on NIA website (<https://www.nia.gov.in/recruitment-notice.htm>).

*(Signature)*  
18/10/25

(Sreejith T, IPS)  
SP(Admin)  
NIA HQ, New Delhi



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File No. Estt/NIA/Consultant/Trg/2025/ **13622**

Dated: **22** Oct' 2025

**C I R C U L A R**

**Subject: - Engagement of Retired officers as Consultants for Training Division on contract basis in the NIA.**

National Investigation Agency (NIA) invites application from Retired Officers of Central and State Governments for '**Walk-In-Interview**' for engagement as Consultants for Training Division on contract basis. The details/ eligibility of engagement is as under: -

1	Designation	<b>Consultants for Training Division</b>
2	Tentative Number of Engagement	<b>04</b>
3	Period of Engagement	01 year with provision of extension maximum upto 05 years or the age of 65 years, whichever is earlier?
4	Place of Posting	All NIA Establishments i.e. New Delhi, Jammu, Chandigarh, Lucknow, Patna, Ranchi, Guwahati, Imphal, Kolkata, Bhubaneswar, Hyderabad, Bengaluru, Chennai, Kochi, Mumbai, Raipur, Bhopal, Ahmedabad and Jaipur. <b>Candidates can mention their choice of postings.</b>
5	Remuneration per month	As per MHA OM dated 09.12.2020 remuneration will be fixed by deducting their basic pension from the last pay drawn at the time of retirement ( <b>last pay drawn - basic pension = remuneration</b> ). <b>Allowances-</b> a) House Rent Allowances: <b>No HRA</b> shall be admissible. b) No other facility and allowances/assistance like medical assistance, HRA, LTC etc., is applicable. c) <b>An appropriate and fixed amount as Transport Allowance</b> for the purpose of commuting between the residence and the place of work shall be allowed not exceeding the rate applicable to the appointee at the time of retirement. The amount so fixed shall remain unchanged during the term of



		appointment. However, retired employees engaged as consultants may be allowed TA/DA on official tour, if any, as per their entitlement at the time of retirement.”
6	Eligibility	Retired officers of Central & State Govt. in the Pay Level-11 and 12 <b>Desirable:</b> i) Retired Government Officers having experience in the field of investigation/handling training in training Institutions/Academics. ii) Knowledge of preparing training modules and delivering lectures relating to Investigation/Court Proceedings/Intelligence collection etc./working skills in power point presentation is desirable.
7	Age Limit	Below 65 years
8	<b>Educational Qualifications</b>	
i.	Law & Training background	Law graduate from any law university
ii.	Investigation and training background	Graduation from any university
iii.	Technical and training background	B. Tech, BE or Diploma in Computer Sciences
iv.	Administrative & Training background	Graduation from any university
9	<b>Experience</b>	
i.	Law & Training background	<b>Desirable Criteria</b> <b>i) Experience</b> of having worked in any law university/ institute. Having ability to deliver lectures related to Laws.  <b>Minimum Experience required</b> 10 Years
ii.	Investigation and training background	<b>Desirable Criteria</b> i) Experience of having worked as Investigator in any Law Enforcement Agency/State Police. ii) Having ability to deliver lectures related to Investigation work like; search, seizure, documentation, Court Craft etc. <b>Minimum Experience required</b> 10 Years
iii.	Technical and training background	<b>Desirable Criteria</b> i) Experience of having worked in technical institute

		ii) Having ability to deliver lectures on technical topics like Cyber investigation, Digital Forensics etc  <b>Minimum Experience required</b> 10 Years
iv.	Administrative & Training background	<b>Desirable Criteria</b>  i) Experience of having worked in administrative Division. ii) Having ability to deliver lectures on administration related topics.  <b>Minimum Experience required</b> 10 Years
10	<b>Nature of Duties</b>	
i.	Law & Training background	i) To prepare module related to Indian Laws. ii) Function as faculty to deliver lectures on Indian Laws. iii) Serve as course coordinator cum resource person iv) Other tasks as assigned by senior formation.
ii.	Investigation and training background	i) To prepare module related to Investigation. ii) Act as a faculty to deliver lectures. iii) Serve as course coordinator cum resource person iv) Other tasks assigned by senior formation.
iii	Technical and training background	i) To prepare module related to technical topics. ii) Function as faculty to deliver lectures. iii) Serve as course coordinator cum resource person Other tasks assigned by senior formation.
iv.	Administrative & Training background	i) To coordinate with sister agencies for conducting CBTP. ii) Act as faculty to deliver lectures. iii) Serve as course coordinator cum resource person iv) Assist Training Division in Admin related issues. v) Other tasks assigned by senior formation.
11	Office Timing and Working Day	The consultant would follow working office hours from 09.30 AM to 06.00 PM, including half an hour lunch break in between or as may be directed by the controlling officer, during normal working hours.  The Consultant would usually have to attend office from Monday to Friday but if required, he / she may be called for duty as per requirement on any day such as Saturday, Sunday, holiday including Gazetted Holiday or beyond working hours without any extra remuneration / allowance.
12	Leave	The Consultant will be eligible for 1.5 days leave for each completed calendar month of service.



		<p>Accumulation of leave beyond a calendar year may not be allowed.</p> <p>Except the above leave, no any kind of other leave will be admissible. No remuneration for the period of absence in excess of the admissible leave will be paid to consultant.</p> <p>The Consultant shall not claim of leave as a matter of right.</p>
13	Assignment (s) other than NIA during the period of contract	The Consultant shall not take up any other assignment of any nature during period of engagement in NIA.
14	Conduct & Integrity	<p>The Consultant shall abide by the rules and provisions contained under the Central Civil Services (Conduct) Rules, 1964 and maintain discipline and absolute integrity in his / her conduct during the period of his / her engagement in NIA.</p> <p>The Consultant should maintain confidentiality / absolute secrecy of the work carried out by him / her. The Consultant shall be bound to hand-over the entire set of records of assignment to NIA before the expiry of the contract period and before the final payment is released by NIA.</p> <p>Each Contractual employee will maintain high standards of personal conduct and financial integrity.</p> <p>Consultant shall sign an agreement of confidentiality containing a clause on Ethics and Integrity.</p>
15.	Confidentiality Clause	<p>"Confidential Information" shall mean any and all information, documents, data, materials, or communications disclosed by the National Investigation Agency (NIA) to the consultants, either orally, in writing, electronically, or by any other means, that is designated as confidential or that reasonably should be understood to be confidential, including but not limited to operational details, personnel data, technical processes, case-related information, internal procedures, and other sensitive or proprietary information.</p> <p>No employee is allowed to retain, transmit, use in any way information which he/she handles/accesses during course of his work with the NIA.</p>

16.	Non-Disclosure	All personnel deployed for services shall sign individual non-disclosure / confidentiality agreements as <b>per NIA's requirements</b> and shall be made aware of the sensitive nature of the work and the strict confidentiality obligations. as per template attached as <b>Annexure-II</b> .
17.	Voluntary Disclosure Clause	<p>Each contractual employee should make full and true disclosure to the NIA as regards to any criminal inquiry/investigation/trial/held/continues against them, if any.</p> <p>Also, Consultants shall promptly and voluntarily disclose to the National Investigation Agency (NIA) any actual or suspected:</p> <ol style="list-style-type: none"> <li>Breach of confidentiality,</li> <li>Misuse of confidential or sensitive information,</li> <li>Unethical conduct or misconduct by any personnel deployed under this MoU,</li> <li>Conflict of interest, or</li> <li>Violation of any applicable laws, regulations, or the terms of this MoU.</li> </ol>
18	Termination of Engagement	<p>The engagement shall automatically stand terminated at the end of the engaged period unless extended by the NIA, on mutual consensus by both the parties i.e. Consultant &amp; NIA.</p> <p>The contract may be terminated by giving fifteen days' notice by either side. In the event of pre mature termination of contract without advance notice of 15 days, an amount of remuneration equivalent to 15 days of Consultant's remuneration shall have to be given by NIA or to NIA by the Consultant as the case may be. In the event of termination of the agreement, the remuneration will be paid on pro-rata basis as per attendance during the notice month.</p> <p>Brief ground of pre-mature termination of contract of consultancy service is as under: -</p> <ol style="list-style-type: none"> <li>The Consultant is unable to address the assigned works;</li> <li>Quality of the assigned works is not to the satisfaction of NIA;</li> <li>The Consultant fails in timely achievement of the target as finally decided by NIA;</li> <li>The Consultant is found lacking in honesty and integrity;</li> <li>If any declaration / information furnished by the Consultant is found false or material facts found to be wilfully suppressed, he / she will be liable for</li> </ol>



		<p>termination of contract raising any administrative and / or legal action, as NIA may deem fit.</p> <p>(f) The termination of contract must be got approved by the competent authority of NIA after obtaining proper "No Objection" and "No Dues" Certificate from all officers concerned of NIA.</p> <p>(g) The termination will be without prejudice to either party's rights accrued before termination.</p>
19	How to Apply	<p>All interested applicants may appear for '<b>Walk-In-Interview</b>' at NIA HQ, CGO Complex, Lodhi Road, New Delhi <b>on 25<sup>th</sup> November, 2025 at 1100 hrs.</b> along with filled up proforma (available with this advertisement – Annexure-I) and with supportive documents <b>in original and one set of self-attested photocopy of following documents -</b></p> <ul style="list-style-type: none"> <li>➤ For retirement proof- <b>a copy of PPO</b></li> <li>➤ Educational certificate in support of graduation or higher qualification</li> <li>➤ Work experience Certificate, if any</li> <li>➤ <b>Last Pay Certificate</b> issued by concerned department at the time of superannuation.</li> </ul>

2. The above said engagement **is purely temporary and on contract basis**. NIA has right to accept or reject in part or in fully any or all the response without assigning any reasons whatsoever.
3. Application proforma for engagement in NIA as Consultants as Investigation Expert (consultant) on contract basis in the NIA is attached as Annexure-I.

*(Signature)*  
18/10/25

(Sreejith, IPS)  
SP(Admin)  
NIA HQ, New Delhi

**Distribution:** -

- (i) All Central and State Police Organization with request to give wide publicity to the circular among the concerned.
- (ii) NIA Branch Offices at Jammu, Chandigarh, Lucknow, Patna, Ranchi, Guwahati, Imphal, Kolkata, Bhubaneswar, Hyderabad, Bengaluru, Chennai, Kochi, Mumbai, Raipur, Bhopal, Ahmedabad and Jaipur – for wide publicity among Retired Officers of CPO and State Police.
- (iii) IT Division of NIA HQ for uploading the same on NIA website and CPP Portal

**Annexure-I****Application for engagement in the NIA as Consultant on contractual basis**

(i)	Name in full (Block Letters)				
(ii)	Father's / Husband's Name				
(iii)	Date of Birth				
(iv)	Date of Superannuation from Govt. Service				
(v)	Educational Qualifications				
(vi)	Complete Residential Address				
(vii)	Telephone / Mobile No.				
(viii)	E-mail ID				
(ix)	Position held since entry into service				
(x)	Last pay drawn (Copy of LPC and PPO)				
(xi)	Pension drawn				
(xii)	Organization where served and designation	Rank	From	To	Nature of work performed
(xiii)	Additional relevant information, if any, in support of your suitability for the said engagement. Attach a separate sheet, if necessary				
(xiv)	Three choice places for posting				

**Declaration**

I, solemnly declare that the particulars furnished above are true and correct to the best of my knowledge and belief. I understand that in the event of any information being found false or incorrect/ incomplete or ineligibility being detected at any time before or after selection / interview, my candidate is liable to be rejected and I shall be bound by the decision of NIA. I have read the guidelines and ready to accept all the terms and conditions for engagement.

Place:

Date : (Name & Signature of the candidate)



**NON-DISCLOSURE AGREEMENT**

This Non-Disclosure Agreement (NDA) is made and entered into as on this the day of \_\_\_\_\_, 2025 between **Consultants** hereinafter referred to as 'Recipient party' and **NIA** hereinafter referred to as 'Disclosing party')

**1. Purpose:**

**NIA** has entered into a Non-Disclosure Agreement with the recipient party to protect the Confidential Information as disclosed by NIA with respect to the working on which the Recipient party is contracted.

**2. Confidential Information:**

2.1 All information (whether written/tangible or oral/intangible) furnished by the Disclosing party of any third party (on behalf of the Disclosing party) to the Recipient party in connection with the work/agreement/contract, and all analyses, compilations, studies or other information documents or material given to the Recipient party in relation to or in connection with and under the purview of the work of I4C, MHA shall be considered confidential information.

**3. Non-use and non-disclosure:**

The recipient party agrees not to use any Confidential Information for any Purpose except for the official purposes only to execute its day-to-day duties disclose any confidential information of the Disclosing party to third parties except to those persons authorize by MHA who are required to have the information on a need-to-know basis.

**4 Maintenance of Confidentiality:**

The Recipient party agrees that it shall take adequate measures to protect the secrecy/confidentiality of and avoid disclosure and unauthorized use of the Confidential Information. Without limiting the foregoing, Recipient party shall agree to use all reasonable care to safeguard the Confidential Information and to prevent the unauthorized use or reasonable care to safeguard the Confidential Information and to prevent the unauthorized use or disclosure thereof, which care shall under no circumstance be less than that used by Recipient party to protect its own highly confidential information. Recipient party shall not make any copies of the Confidential Information unless prior written approval for the same has been obtained from the Disclosing party.

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**NIA**


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**Consultant**
**5. Warranty:**

All confidential information is provided on "AS-IS" basis. Disclosing party makes no warranties, express, implied or otherwise, regarding its accuracy/competences.

**6. Return of Materials:**

All documents and other tangible objects containing or representing Confidential Information which have been disclosed by either party to the other party and all



copies thereof which are in the possession of the other party, shall be and remain the property of the Disclosing party and shall be promptly returned to the Disclosing party upon the Disclosing party's written request or on the termination of/expiry of the contract term whichever is earlier.

**7. NO License:**

Nothing in this Agreement is intended to grant any rights to the Recipient party under any Intellectual Property of the Disclosing party, nor shall this Agreement grant the Recipient party any rights in or to the Confidential Information except as expressly set forth hereinabove.

**8. Terms:**

The obligations of the Recipient party hereunder shall survive until such time as all confidential information of the Disclosing Party disclosed here under becomes publicly known through the Disclosing party or is made generally available through no action or inaction of the Recipient party

**9. Remedies:**

The Recipient party agrees that any violation or threatened violation of this Agreement may cause irreparable harm/loss/injury to the Disclosing party and the Disclosing party shall be entitled to seek injunctive relief in addition to all legal remedies. The Recipient party indemnifies the Disclosing party from and against any liability, cost, loss, or expense of any kind and further holds the Disclosing party harmless and save it from any liability, cost loss, kind and further holds the Disclosing party harmless and save it from any arising out of such violation/threatened violation of the terms of this Agreement

**10. Miscellaneous:**

This agreement shall bind and insure to the benefit of the parties hereto, and their successors and assigns. This Agreement shall be governed by the laws of India and fall within the Jurisdiction of Courts of Delhi without reference to conflict of laws/principles. This document contains the entire agreement between the parties with respect to the subject matter hereof and neither party shall have any obligation, express or implied by law, with respect to trade secret or proprietary information of the other party except as set forth herein. Any failure to enforce any provision of this Agreement shall not constitute a waiver thereof or of any other provision. This Agreement may not be amended nor any obligation waived, except by a writing signed by both parties hereto.

Signature & Seal: (For Disclosing party)

(For Recipient party)

Name: \_\_\_\_\_

Designation: \_\_\_\_\_