



**G. B. PANT NATIONAL INSTITUTE OF HIMALAYAN
ENVIRONMENT
KOSI-KATARMAL, ALMORA 263643 (UTTARAKHAND)**

Walk-In-Interview will be conducted for purely project based temporary position at Kosi-Katarmal (Almora) campus of the Institute. Candidates have appropriate qualifications in relevant subject/specialization with consistently good experience may appear for **Walk-In-Interview** on **12.09.2022 (10:00 AM onwards)**. Candidates appearing for Interview must bring all original copies (with xerox copy) of certificates, testimonials, experience etc along with an application. No TA/DA will be paid to the candidates appearing for the Interview. Candidates are advised to wear mask, observe social distancing and follow instructions related to COVID-19.

Position (No.)/ Emoluments and age	Post Code (PC)	(Qualification & Experience)	Desirable qualifications	Responsibilities	Skills
Biodiversity policy landscape in Indian Himalayan region (IHR) for conservation, sustainable utilization and Community livelihoods					
Consultant (Associate) (01 No.) @ Rs. 40,000/- PM fixed Max. Age Limit: 65 Years (Initially for 1 year)	PC-01	Master degree in Natural Science/Life Science and Working experience of 3 years in projects related to Biodiversity conservation/Natural Resource Management in the Himalayan mountains.	Desirables: Preference would be given to candidates having the following additional qualifications, experience and skills 1. PhD holders in the relevant field will get preference. 2. Commendable knowledge of MS Office along with statistics, Statistical tools and statistical packages like Excel, SPSS, to be used for data set analysing	<ul style="list-style-type: none">• Proper / authentic scientific documentation of the biodiversity related policies in the IHR• Development of study design and schedules/formats etc. and undertake strategic surveys in the region among different stakeholders working on biodiversity• Writing comprehensive syntheses document/ report with supporting facts/figures/photos/ maps / audio-video etc.	<ul style="list-style-type: none">• Good writing skills;• Skills of dissemination of project findings among the stakeholders• Excellent communication, drafting and reporting skills in English, skills in applying data visualization techniques to datasets

Note:- Detailed Terms of reference and General Conditions for above mentioned position is provided at Enclosure-1

Office Superintendent

**Centre for Biodiversity Conservation and Management (CBCM)
[Under the Mountain Division]**

Terms of Reference (ToR) for engagement of Consultant

Title of the project: Biodiversity policy landscape in Indian Himalayan region (IHR) for conservation, sustainable utilization and Community livelihoods

This Terms of Reference (ToR) is for defining specific work elements to be carried out to achieve the objectives of the proposed consultancy project entitled "**Biodiversity policy landscape in Indian Himalayan region (IHR) for conservation, sustainable utilization and Community livelihoods**".

The work carried out under project will remain intellectual property of GBPNIHE. The terms and conditions under the Consultant Engagement guide line of GBPNIHE will be applicable for the appointment.

Objectives

- i. Collection and compilation of national and state level policy documents.
- ii. Analysis and synthesis for development of National and State level policy chapters through review & consultative workshops.
- iii. Documentation and analysis of success stories on bio-resource based enterprises through individual consultation.
- iv. Recommendation for strengthening the policy landscape.

Deliverables

- i. Compendium on Biodiversity Policy Landscape of IHR.
- ii. Knowledge product (Book: success stories on bio-resource based livelihoods).
- iii. Recommendation for strengthening the policy landscape (policy brief/strategic document).

Time of Reporting:

- 1- Quarterly Report submitted after every three months to the PI and Co-PI.
- 2- Annual Progress Report submitted completion of one year to the PI and Co-PI.

Every Annual Progress Report (APR) will be reviewed and after evaluation of project APR the extension of next one year will be considered. The maximum period of the project is Three Years.

Schedule for completion of tasks

First Year

- i. Planning process, review of studies, literature survey and questionnaire design
- ii. Collection and compilation of national and state level policy documents focussing on HP and UK.
- iii. Documentation and analysis of success stories on bio-resource based enterprises.
- iv. Analysis and synthesis of policies and development a compendium of policy documents for HP and UK.

Second year

- i. Collection and compilation of national and state level policy documents focussing on Ladakh and J&K.
- ii. Documentation and analysis of success stories on bio-resource based enterprises.
- iii. Analysis and synthesis of policies and development a compendium of policy documents for Ladakh and J&K.

Third Year

- i. Collection and compilation of national and state level policy documents focussing on Eastern Himalaya.
- ii. Documentation and analysis of success stories on bio-resource based enterprises.
- iii. Analysis and synthesis of policies and development a compendium of policy documents for Eastern Himalaya.
- iv. Completion of report and policy recommendations, publication and awareness on policy landscape.

The support of inputs to be provided by GBPNIHE to facilitate the Consultancy

Expert opinion and timely advice will be undertaken as per time to time.

TOR considerations

1. The Consultant shall not be entitled to any allowance such as Dearness Allowance, Residential Telephone, Residential Accommodation, Personal Staff, CGHS, Medical Reimbursement etc.
2. **Leave:**
 - (a) The CONSULTANT shall be eligible for 8 days leave in a single year of Consultancy;
 - (b) The leave shall accrue to them on completed month basis calculated from their date of joining on Pro-Consultant Ata basis;
 - (c) The CONSULTANT shall not draw any remuneration in case of his/her absence beyond 8 days in a year (calculated on Pro-Rata basis);
 - (d) Un-availed leave in tenure of single year cannot be carried forward to next tenure of 1 year.
 - (e) The intervening Saturday, Sunday or Gazetted Holidays during a spell of leave not be counted against the 8 leaves.
3. **Increment:** The CONSULTANT shall be entitled to 0%-8% annual increase in their remuneration subject to recommendation/ satisfactory report by Divisional Head. No TA / DA shall be admissible for interview/ joining the assignment or on its completion.
4. Normally, the CONSULTANT will not be allowed foreign travel at Government expenses. In exceptional circumstances, Secretary may allow foreign travel in public interest.
5. The CONSULTANT shall be allowed TA, DA and hotel accommodation in connection with the official work as per the provisions of SR 190. travelling allowance may be allowed in 2nd AC, travel charges through taxi on actual basis for travel within the city, food bill upto Rs. 500/- per day and hotel charges upto Rs. 2000/- per day, subject to the actual.

6. Attendance and working days:

- a) The working hours of the professional shall be same as regular Government employee working in MOEF&CC. No extra remuneration shall be allowed for working beyond office hours Saturdays/Sundays/Gazetted holidays. Compensatory leave in such cases shall be at the discretion of the Divisional Head of the concerned Division.
- b) The attendance shall be marked in the office by the consultant/OS of office/Administrative Section as per norms.

7. Conflict of Interest and Confidentiality

a. Conflict of Interest: -

- The CONSULTANT shall be expected to display utmost honesty, secrecy/confidentiality, sincerity and good conduct while discharging his/her duties. In case services of his/her found in conflict with interests of Government or unsatisfactory, his/her engagement will be liable for discontinuation without assigning any reason;
- During the period of assignment with MOEFCC, the CONSULTANT would be subject to the provisions of the Indian Official Secrets Act, 1923 and will not divulge any information gathered by him during the period of his assignment to anyone who is not authorized to know the same.
- Selected candidates shall provide integrity certificate from 2 references known to them.
- A self-undertaking shall be provided by the candidate to the effect that he/she has no criminal record or criminal case in any court is pending against them.
- The CONSULTANT may not, except with the prior approval of competent authority in writing, in the bona-fide discharge of duties, publish a book or research paper or a compilation of articles or participate in a radio/TV broadcast or contribute an article or anonymously or pseudonymously in the name of any other person, if such book, article, broadcast, uses any information that he/she may gather as part of this assignment.
- The CONSULTANT engaged by the MoEFCC shall in no case represent or give opinion or advice to others in any matter which is contrary to the stated position of Government of India. Any violation may lead to discontinuation of engagement.
- In addition to the above, the service conditions of the CONSULTANT will be governed under the guidelines of the Ministry in this regard and as amended from time to time. As the posts are temporary in nature and purely contractual, in no case, any request for promotion of a candidate shall be entertained.

8. Other Conditions

- The appointment of CONSULTANT would be on full time basis and they would not be permitted to take up any other assignment during the period of consultancy.
- The appointment of CONSULTANT is of a temporary (non-official) nature and the appointment can be cancelled at any time by the Ministry without assigning any reason. MoEF&CC shall have powers to terminate any or all the professionals at any time without assigning any reason, with the approval of the Secretary (EF&CC)