

No.10/35/2026-Estt/8CPC
Government of India
Eighth Central Pay Commission

3rd Floor, Chanderlok Building,
Janpath, New Delhi-110001
Dated the 10th April, 2026

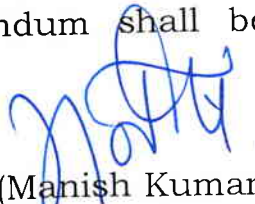
OFFICE MEMORANDUM

Subject: Inviting applications for engagement of Consultants in Eighth Central Pay Commission.

The Eighth Central Pay Commission (8CPC) has been constituted to make recommendations related to emolument structure of different categories of officers, employees and on pensions. Applications are invited from eligible candidates for engagement as Consultant at the Commission on contractual basis as per the Guidelines including Scope of work given in **Annexure**.

2. Applicants desirous of being appointed as a consultant on contract basis in the Commission may forward their application in the duly filled proforma only through the following link [<https://nicforms.nic.in/enRhYmxlNjlkMzczNmI2YTNIOTIwMjYwNDA2NTI>] expressing their interest. The link is also available on website of the Commission. No physical copy/email/hard copy shall be considered for this purpose.

3. This is on open-ended circular i.e. this process will continue till the vacancy is filled up. Any amendment/corrigendum shall be uploaded only on the website of the Commission.


(Manish Kumar)

Director

Tel: 011-23312630

Email: manish.kr1975@nic.in

To,

All officers of 8th Central Pay Commission (by email)

**Guidelines for engagement of Consultants
in 8th Central Pay Commission**

1. General Condition for Engaging Consultants: Consultants would be engaged for a fixed period for providing high end services or for attending to specific and time-bound jobs of the Commission. Consultants would not be engaged for routine day to day work. The engagement of consultants shall be on full-time basis or part-time basis. The full-time consultants shall not be permitted to take up any other assignment during the period of consultancy with the Commission. The engagement of a consultant is of temporary nature and it can be cancelled at any time without assigning any reason.

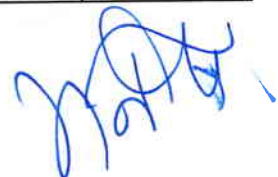
2. Scope of work (SoW): The Consultant shall be required to carry out/ assist in one or more of the following:

- Analysis of salaries, pay structures, allowances, pensions, etc. for employee categories listed in the Commission's TOR
- Review of existing emolument structure
- Gather and study data from reports, databases, and surveys to identify trends on pay, emoluments, demographics etc.
- Legal research on matters related to the remit of the Commission
- Coordinate with various Ministries, Departments of Government of India in collation /collection of information/data
- Assist in specialized studies on specific HR or compensation issues as required
- Assist on review of the Gratuity and bonus mechanisms
- Organize and interpret data collected to create reports and presentations
- Assist in analysis of memorandum/ representations/ responses on matters related to mandate of the Commission.
- Assistance in estimation of fiscal impact
- Perform any other related tasks based on the Commission's mandate.

3. Eligibility: The Consultants are classified into three (3) Categories. The age limit, experience required and number of vacancies for each of the category is given in the table below:-

S. No	Category	Relevant experience in years#	Upper age limit#	Maximum Strength
1.	Consultant (Sr. Consultant)	10+	45 Years	5
2.	Consultant	6+	40 Years	5
3.	Consultant (Young Professional)	4+	32 Years	10

The cut-off date would be 1st April, 2026.



4. Essential Qualification: The candidates with either of the following qualifications can apply:

- (i) Masters or MBA degree in/with Finance/Human Resource(HR)/ Industrial Relations(IR)/similar subjects; **OR**
- (ii) LL.B, enrolled with Bar Council/Bar Association with relevant experience in law research or having experience in handling service matters in Tribunals/Courts as an Advocate.

Knowledge and experience of working on excel/spreadsheets and preparing presentations/slide deck is must for all categories of consultants. Candidates who have handled matters related to pay or emoluments structure/compensation package/establishment matters would be given preference.

5. Selection: Scrutiny of applications w.r.t eligibility criteria and/or interaction will be done by a Committee of Senior officers of the Commission from time to time till required slots are filled. Selection Committee/Competent Authority shall have right to reject/select any candidate. The Commission shall not be bound to intimate the reason(s) for rejection at any stage. Decision of the selection committee/competent authority will be final and binding on all candidates/consultants.

6. Engagement conditions: The engagement is temporary and purely contractual in nature. Requests for category transitions will not be accepted. Consultants seeking a higher category must submit a fresh application and compete as a regular candidate within the general applicant pool. Selection for a higher role is subject to meeting all qualifications, successfully completing selection process, and the availability of a vacancy. Candidates may apply for either full-time or part-time positions. The Commission, however, reserves the right to consider any applicant for either role type based on operational/functional requirements of the Commission.

7. Procedure: No separate acknowledgment for application form shall be issued. Email shall be the sole mode of communication by the Commission with the selected candidates. Candidate shall be required to consent to offer of engagement within 7 days of the e-mail related to offer of engagement, if any. A maximum period of 30 days shall be given for joining from the date of e-mailing offer of engagement letter. Suitable candidates ready to join immediately shall be given preference.

8. Tenure of Appointment: The tenure of a Consultant would initially be for a period of one(1) year or upto the tenure of the Commission, whichever is less. In required, extension beyond one(1) year shall be subject to performance and professionalism of the Consultant in the Commission.

9. Remuneration: Any appointment of consultants would be on fixed remuneration during their tenure in the Commission. The consultants will not be granted any increase in remuneration while considering their extension. The monthly working days of the full-time Consultants shall be

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same as regular Government employees working in the Commission. However, the Consultants can offer to be in the Commission on part-time basis for 12 working days or 6 working days in a month. The remuneration in such cases shall be as under:

S. No	Category of Consultant.	Fixed Monthly Remuneration (in Rs)*		
		FULL-TIME	PART-TIME (12 days a month)@	PART-TIME (6 days a month)@
1.	Consultant (Sr. Consultant)	1,80,000/-	90,000/-	45,000/-
2.	Consultant	1,20,000/-	60,000/-	30,000/-
3.	Consultant (Young Professional)	90,000/-	45,000/-	22,500/-

@ **Note:** Monthly remuneration for part-time engagement is a fixed-fee. No additional or proportional increases or overtime payments shall be granted for work or days performed beyond the 12-day or 6-day mandate.

* **Tax deducted at source:** Income tax or any other tax or cess liable to be deducted as per the prevailing rules shall be deducted at source at the time of payment of remuneration.

10. TA/DA: No TA/DA shall be admissible for joining the assignment or on its completion. No TA/DA shall be payable for attending the interviews / personal interaction. However, in case of domestic travel in connection with the office work, the entitlements of Pay Level 10 officer in GOI for Consultants in Young Professionals(categories) and of Pay Level 11 officer in GOI for Consultants and Sr. Consultants shall be applicable. This does not make any precedence/provision for any other entitlement, sitting arrangement and does not anyway impact the hierarchy or the reporting mechanism in the Commission.

11. Other Allowances and facilities: No other facilities such as DA, accommodation, residential phone/ conveyance/ transport, foreign travel, personal staff, medical reimbursement, CGHS facilities etc. would be admissible to the Consultants.

Only basic working infrastructure/facilities shall be provided by the Commission to the Consultant. No laptop, phone, internet facility, etc shall be provided.

12. Attendance & Working hours: The working hours of Consultants shall be same as regular Government employees working in the Commission. The attendance shall be marked in the Aadhar based Biometric system by the Consultants. No extra remuneration shall be allowed for working beyond office hours or on Saturdays/Sundays/Gazetted holidays. Compensatory leave in such cases shall be at the discretion of the Unit/Vertical/Division Head under prior intimation to Member-Secretary(8CPC).

13. Leave:

- (i) Full-time Consultants shall be eligible for 8 days leave in a single year of contract.
- (ii) Leave can only be availed after the prior approval of the Unit/Vertical/Division Head.
- (iii) Any absence without the prior approval shall be taken seriously. The leave shall accrue to them on completed month basis calculated from their date of joining on pro-rata basis.
- (iv) Consultant shall not draw any remuneration in case of his/her absence beyond 8 days in a year (Calculated on pro-rata basis). Un-availed leave in tenure of single year cannot be carried forward to next tenure.
- (v) The intervening Saturdays, Sundays or Gazetted holidays during a spell of leave shall NOT be counted against the 8 leaves.
- (vi) Absence from duty for a continuous period of 8 days, without any information or any valid reason shall lead to automatic termination of contractual engagement.

14. Confidentiality and Secrecy: During the period of assignment with the Commission, the Consultant would be subject to the provisions of the Indian Official Secret Act, 1923 and will not divulge, disclose or publish any information/data gathered by them to third party or anyone who is not authorized to know the same.

The Consultant is required to ensure any information gathered related to the Central Pay Commission or its working is not uploaded or shared on any platform, media, portal, website, app, AI tool, status or at any other public domain in any form. Any violation of this may lead to penal action including termination of contract.

The Consultant shall not, except with the previous sanction of the Government, in the *bona fide* discharge of his duties, publish an article, book or a compilation of articles or participate in a radio broadcast or podcast or representing any private entity in legal or commercial matters or contribute an article or write a letter to any newspaper or periodical, either in his own name or anonymously or pseudonymous in the name of any other person using any information that he may gather as part of this Consultancy assignment.

15. Documentation and verification: Selected candidates shall provide integrity certificates from at least 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. If required, the verification of character and antecedents of the Consultant shall be done. A self-undertaking shall be provided by the candidate regarding confidentiality, ethics, integrity and professional conduct to be followed in the Commission.



16. Service Condition: The Consultant may report to any officer in the Commission. Allocation of work and/or Unit/Vertical/Division shall be provided to the Consultant. Consultant may be required to submit a weekly summary report of work (in one page) to the Unit/Vertical/Division head. Consultant shall not have any administrative, statutory or financial powers in the Commission.

17. Access: Consultants can be considered for providing access to intranet system only in selective cases based on sensitivity and confidentiality of the documents being handled by the Unit/Vertical/Division and the nature of job of the Consultant, with the approval of Member-Secretary(8CPC). No official email/access to e-office shall be provided to the Consultant.

18. Termination of Services: In case, a Consultant wishes to resign, he/she shall furnish at least 15 days' notice period or salary in lieu thereof. He/she shall write to Commission to ensure shut down of their accesses, passwords granted to other databases etc, surrender their official ID card to the Commission, if issued, at the time of relieving/on last working day.

The Commission shall have powers to terminate any number or all the Consultants at any time without assigning any reason or notice period, with the approval of the Member-Secretary(8CPC).

The Commission may terminate the services of the Consultant with immediate effect, if the Consultant is unable to accomplish the assigned work in time, if the quality of the work done is not to the satisfaction of the Commission, if the Consultant is found lacking honesty and integrity, if the Consultant creates indiscipline or misbehaves in the Commission, if the undertaking or documents submitted by the Consultant are found false.

19. Performance Appraisal: The Consultant is expected to perform duties/services as assigned with all necessary skills, diligence, efficiency and economy and maintain absolute office decorum, confidentiality and discipline at all times. The Commission may conduct an internal performance appraisal of the Consultant after six months, to be carried out by their respective reporting officer.

20. Miscellaneous: These guidelines are for engagements of consultants in the 8th Central Pay Commission. No relaxation in the above guidelines would be encouraged. Relaxation, if any, in exceptional circumstances, would require the approval of Member-Secretary(8CPC).

