



भारतीय राष्ट्रीय राजमार्ग प्राधिकरण  
(पोत परिवहन, सड़क परिवहन और राजमार्ग मंत्रालय)  
**National Highways Authority of India**

(Ministry of Shipping, Road Transport and Highways)  
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No. 11041/217/2007-Admn.

05.05 2008

**Subject:** Appointment of Site Engineers/Site Supervisors – reg.

In continuation to Policy Matters : Administration / Finance (19/2007), dated 28.11 2007, the format for contract is enclosed herewith for information and necessary action please.

(Ram Ashraya Singh)  
Manager (Admn)

Encl.: a/a

To: All PIU's/CMUs/SPVs

To

Sub: Appointment to the post of Site Engineer/Site Supervisor on short term contract basis in NHAI, PIU

Sir,

It has been decided, with the approval of the Competent Authority, NHAI, to engage you as a Site Engineer/Site Supervisor on short-term contract basis for a period of maximum one-year w.e.f. \_\_\_\_\_ on a consolidated remuneration of Rs.22,000/- (Rupees Twenty - Two Thousand only) per month. The terms and conditions of the contract agreement shall be as under: -

(i) Scope of Service:

To provide technical/engineering assistance to the Project Directors at PIU. While discharging the duties, you shall exercise all reasonable skills, care and diligence in the performance of the service under the contract agreement and also carry out all the responsibilities strictly in accordance with the recognized professional standards.

(ii) Duration of Engagement:

Your contractual engagement shall be for a maximum period of one year from the date of entering into the contract agreement. The contract shall automatically stand terminated on expiry of the period of contract. However, during the period of contract, NHAI reserves the right to terminate the contract at any time without assigning any reason for such termination, by giving one month's written notice or emoluments in lieu thereof. Similarly, you also have the reciprocal option to request for termination of the said contract by giving one-month's notice or depositing emoluments in lieu thereof. Your contractual engagement with NHAI shall, in no way, confer on you any right to claim regularization/absorption in NHAI.

(iii) Payment for the services rendered:

A consolidated amount of Rs. 22,000/- per month shall be paid for satisfactory performance of the services rendered by you during the month. In case of absence, other than authorized and sanctioned leave, proportionate deduction shall be made from the consolidated amount.

You will also be entitled for per diem allowance @ Rs. 100/- day.

Contd...2



(iv) Provident Fund:

NHAI will pay employer contribution @ 12% of the consolidated amount towards Provident Fund and an equal amount will also be recoverable from you on this account.

(v) Leave:

You will be entitled for 8 days' Leave in a Calendar Year. Leave will be credited on pro-rata basis ignoring the incomplete months.

(vi) TA/DA:

In case of official tours, you will be entitled for TA/DA, subject to the same terms and conditions as are applicable to Group 'B' cadre officers of NHAI.

(vii) The NHAI (Conduct, Discipline and Appeal) Regulations:

During the period of contract, you will be treated as a Public Servant and governed by the National Highways Authority of India (Conduct, Discipline and Appeal) Regulations, 1996.

The contract shall be the sole repository of the terms and conditions governing the contractual appointment.

Yours faithfully,

( \_\_\_\_\_ )  
Project Director

Acceptance for offer of above appointment

