Ministry of Defence
D(Est.I./Gp.II Section)

...

Terms and Conditions for engaging motor vehicle driver on contractual/temporary basis are as under.

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1. Contractual appointment of driver shall be initially for the period up to the end of the financial year 2015-16, with a provision to increase the period of contract further (after a break of 15 days) or till the time the vacant post is filled up on regular basis, whichever is earlier.
2. The driver shall be paid consolidated remuneration of Rs. 16,000/- (Sixteen thousand only) fixed per month. There shall be deduction on account of absence from duty for part period/whole day in proportion to daily remuneration i.e. 16,000/26 = 1 day remuneration. TDS for income tax purpose, if so required, is also deductible.
3. The appointment can be terminated without assigning any reason, after giving 15 days notice on either side, in writing, at any time before the expiry of the period of contract.
4. The appointee shall employ himself efficiently and diligently to the duties assigned to him in the Department.
5. The appointee shall not be entitled to any benefits, whatsoever, upon termination of the appointment/expiry of the period of appointment.
6. The contract shall not entitle the candidate to any right of regular appointment in the Department/Government or claim for seniority in the service of Govt./Department.
7. Normal duty hour of the driver shall be from 9.00 a.m. to 5.30 p.m. (1.30 pm to 2.00 pm lunch in between). If detailed beyond office hours they will be entitled for Rs. 75/- per hour subject to a maximum of four hours per day, on the basis of certificate from the controlling officer.
8. Driver shall be required to attend duties on Saturday and Sunday including Gazetted holidays also depending upon the need of the Department. However, if the working days exceeds beyond 26 days in a month, the driver shall be paid remuneration on proportionate basis as calculated at para 2 above.
9. Monthly remuneration to the driver shall be paid by 15th of every month through NEFT/electronic transfer directly in his bank account held in his name only.
10. The driver should be well disciplined and should know the local language (Hindi or English) and should have one mobile connection for convenience to the user.

(K. Murali)
Under Secretary (Group-II)