

परिपत्र सं. Circular No. IGCAR/01/2026

**Sub: Re-engagement of Drivers retired on superannuation from DAE
or its Constituent Units in IGCAR**

Applications are invited from Driver Cadre Personnel retired on superannuation from DAE/ its Constituent Units for performing Driving duties in IGCAR, Kalpakkam as indicated in Scope of Work (Annexure-I).

1.2 Retired personnel of Driver Cadre who are willing to perform the work indicated in the enclosed 'Scope of Work' can submit their applications in the prescribed format (Annexure-II) along with their recent passport size photograph duly affixed and a copy of the Pension Payment Order.

1.3 The applications received will be scrutinized by the Competent Authority and the selected candidates will be communicated regarding their appointment.

2. Eligibility Conditions:

2.1 Applicant should have retired on superannuation from Driver Cadre of DAE and its Constituent Units on or before 31/12/2025 and should be below the age of 65 (Sixty Five) years.

2.2 Applicant against whom departmental proceedings or criminal cases are contemplated / pending or who have been penalized for misconduct during the period of preceding 10 (Ten) years will not be eligible for consideration. Further, applicant against whom any FIR is lodged or any case is registered in any court of law will also not be eligible for consideration.

2.3 Applicant should possess a valid driving licence for Light Motor Vehicle (LMV) and Heavy Motor Vehicle (HMV) issued by the Competent Authority. Licence should be valid throughout the currency of re-engagement. A self-attested copy of licence valid for driving both LMV and HMV should be enclosed with the application failing which the applicant will not be considered further.

2.4 Applicant should be medically fit to perform the duties of the Driver and is required to submit Medical Fitness Certificate to this effect from the appropriate Government Authority at the time of re-engagement. Further, periodic medical check-ups during the tenure will be carried out at the discretion of the Department and in case, it is found that the re-engaged driver is unfit to perform the duties of the Driver, his re-engagement shall be terminated with immediate effect.

2.5 The term of re-engagement shall ordinarily be for an initial period not exceeding one year which is extendable by another one year at the discretion of the department and subject to satisfactory performance. Beyond two years after the age of superannuation where adequate justification exists, the term may be extended based on a review of the tasks and the performance of the re-engaged appointee, provided it shall not be extended beyond 05 years after superannuation.

2.6 The re-engagement shall be purely on contract basis. Re-engagement can be terminated at any time by IGCAR without assigning any reasons thereof.

2.7 Mere submission of application shall not confer any right for re-engagement. Competency of the applicant shall be adjudged by Committees nominated by the Competent Authority.

3. **Entitlements:**

3.1 A fixed monthly remuneration @ 50% of the Last Pay drawn shall be admissible to the re-engaged driver. No DA/DR will be applicable thereon.

3.2 1.5 days of Paid leave for each completed month of service is admissible to re-engaged officials. Accumulation of leave beyond the calendar year will not be allowed. No other leave of any kind shall be admissible to him/her and absence beyond admissible leave will be treated as "No work No pay"

3.3 A fixed amount towards Transport Allowance @ 50% of the Transport Allowance drawn at the time of retirement shall be admissible. No DA/DR will be applicable thereon.

3.4 No Increment, Dearness Allowance/DR, HRA , PRIS etc shall be admissible during the term of re-engagement.

3.5 Retired personnel re-engaged as Drivers may be allowed TA/DA on official tour, if any, as per their entitlement at the time of retirement.

3.6 Re-engaged person will not be entitled to contribute to GPF, gratuity etc. for the period of re-engagement.

3.7 The place of work will be at IGCAR, Kalpakam.

3.8 The re-engaged personnel will be required to perform the duties assigned to them, from time to time both in general shift as well as round the clock shift as per Centre's requirement.

3.9 IGCAR reserves the right to reject any application without assigning any reasons thereof. No representation in this regard will be entertained.

3.10 The applications shall be submitted in the prescribed format (Annexure-II) by Post/by Hand in sealed envelope so as to reach the following address on or before **11/02/2026**

प्रशासनिक अधिकारी-III (भ) / Administrative Officer-III(R) ,

इंदिरा गांधी परमाणु अनुसंधान केंद्र / Indira Gandhi Centre for Atomic Research,

परमाणु ऊर्जा विभाग / Department of Atomic Energy,

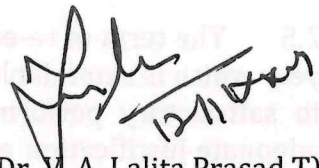
कल्पाक्कम / Kalpakam, चेंगलपट्टु जिला / Chengalpattu District.

तमिलनाडु / Tamil Nadu - 603 102.

Encl:

1. Annexure-1(Scope of work)

2. Annexure-2(format of application)


(Dr. V. A. Lalita Prasad T)
Administrative Officer-III(R)

Scope of Work

1. The re-engaged personnel is required to perform driving duties on both Light as well as Heavy Vehicles and expected to have knowledge of Motor Driving, Motor Mechanics and Traffic Rules & Regulations.
2. General day to day maintenance of the vehicle.
3. Tyre, battery maintenance and lubrication of vehicle.
4. Accelerator, brake, clutch pedal and fan belt adjustment.
5. Removal of air lock and oil block.
6. Engine tune up, break adjustment, wheel alignment and observation of dashboard meters.
7. Ability to read and fill up routine forms/ Log Books in English/ Hindi.
8. Able to attend minor repair works of the vehicles.
9. Duty hours shall be in General shifts as well as Round-The-Clock shift as per the requirement.
10. Out station/Chennai duties need to be performed as per requirement.

The above list is not exhaustive, but illustrative. In addition, the re-engaged personnel is expected to do any other works as and when required during exigencies, as directed by the Reporting Officer.

**Application for re-engagement of retired Drivers
at IGCAR, Kalpakkam**

Circular No. IGCAR/01/2026

Affix recent
passport size
photograph

1	Full Name (in Block letters)						
2	Father's Name						
3	Date of Birth						
4	Contact Details	Tel No:					
		Mobile No:					
		E Mail ID:					
5	Address for Communication						
		PIN					
6	Date of Joining in Government Service						
7	Age as on date(date of submitting the application)						
8	Whether SC/ST/OBC						
9	Whether Physically Handicapped						
10	Date of retirement and the post from which retired (please enclose copy of retiring order)						
11	Name of the Division & Unit from which retired						
12	Last pay drawn (please enclose copy)						
13	Educational/Technical Qualification (please enclose copy of certificate / mark sheet / driving license)						
14	PPO No. (Please enclose copy)						
15	Whether any Departmental /Criminal proceedings are pending. If yes, details thereof						

16	Whether any penalty is imposed for misconduct during preceding 10 years, if so, details thereof.	
----	--	--

17	Brief particulars of experience for the last 10 years (assignment-wise)				
S. No.	Post held	From	To	Unit	Nature of duties

I hereby declare that the particulars furnished above are true and correct to the best of my knowledge and belief. I understand and agree 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 candidature is liable to be rejected and I shall be bound by the decision of the Department of Atomic Energy. I have read this circular and ready to accept all the terms and conditions for engagement of consultants.

Place:_____

Signature:_____

Date:_____

Full Name of the applicant:_____