
Army War College
(Ministry of Defence)
Government of India

ENGAGEMENT AS CONSULTANT (SUBJECT MATTER EXPERTS)

1. Applications are invited from Indian Nationals, for engagement as Consultant (SME) in undermentioned five categories at Army War College (AWC), Mhow.

- (a) Geopolitics & International Relations.
- (b) Military Strategy & Doctrine.
- (c) National Security & Governance.
- (d) Military Technology (to include emerging, disruptive and developing technologies).
- (e) Military History & Campaigns.

2. Applicants are advised to go through all parameters under different paras & sub-paras mentioned below & satisfy themselves about their suitability in terms of age limit, essential qualifications, etc. for the post before applying. Application alongwith connected documents (self-attested) with self addressed registered envelop duly affixed with appropriate postal stamp, should be addressed to **Col GS FoS&L c/o The Commandant, Army War College, Mhow cantt, Mhow (MP) – 453441.**

3. **Description of Post** .

- (a) **Name.** Consultant (SME).
- (b) **Posts/Vacancy.**

Ser No	Category	No of Post/Vacancy
(i)	Geopolitics & International Relations	01
(ii)	Military Strategy & Doctrine	01
(iii)	National Security & Governance	01
(iv)	Military Technology	01
(v)	Military History & Campaigns	01

(c) **Remuneration.** A fixed monthly remuneration payable to Consultant (SME) shall be Rs 80,000/- (Rupees Eighty Thousand only).

(d) **Allowances.** Consultant (SME) shall not be entitled to any kind of allowance or accommodation facility e.g. Dearness Allowance, Transport Facility, Residential Accommodation, Personal Staff, CGHS, and Medical Reimbursement etc.

(e) **TA/DA.** No TA/DA shall be admissible for joining the assignment or on its completion. However, should there be a requirement to travel inside the country in connection with the official work of the College, TA/DA as admissible to a regular employee of the same grade, he/she retired from, will be paid to him/her after obtaining approval of the competent authority.

(f) **Leave.** Consultant (SME) shall be eligible for Eight (08) Days of leave in a calendar year on pro-rata basis. No remuneration for the period of absence in excess

of the admissible leave will be paid to him/her. Also, un-availed leave shall neither be carried forward nor encashed.

(g) **Tax Deduction at Source (TDS)**. No TDS will be deducted at source. The individual will be responsible to reflect his remuneration received from AWC as part of his income while filing his IT return. A certificate in this regard will be submitted to the AWC.

4. **Terms of Service SMEs**. The SME/Consultant will be required towards improving academic rigour in research, teaching and deliverables mandated by the Army Training Command as Charter of Duties of the Army War College. An appropriate combination of on line and contact modes of interactions between the SMEs and the Researchers/ Faculty/ Students will be enumerated as part of the contract by the AWC authorities and shall be mandatorily adhered to by all concerned. In matters of pedagogy and andragogy it is the quality of interactions which matter most and must be kept uppermost in minds of the SMEs. A quarterly/ half yearly audit of performance will be instituted by the AWC authorities with an aim to reinforce those aspects which are positive and at the same institute mid-course corrections where needed.

5. **Qualification and Experience of Consultant (SME)**. The candidate must be a practitioner-scholar with an outstanding professional record and a distinguished academic and publishing credentials.

(a) **Essential Qualifications**.

- (i) MPhil/PG specialisation in the respective subject/category.
- (ii) Should have published research paper/book on the subject / associated field.
- (iii) Should have an experience of more than 20 years in the subject / associated field.

(b) **Desirable Qualifications**.

- (i) PhD in the subject / associated field.
- (ii) Minimum 12-month affiliation with any think tank/ agency working in the domain.
- (iii) Teaching experience in academic institution of repute.
- (iv) Should have adequate knowledge of Research Methodology.
- (iv) Experience of being a research guide.
- (vi) Proficient in English and Hindi and have functional IT skills.

6. **Age –Limit**. Age of the candidate should ideally not be more than 70 years as on 01 Jan 2023. But this requirement can be modified by the Selection Committee on a case to case basis.

7. **Procedure for Selection of Consultant (SME)**.

(a) Application (Annexure-I) alongwith connected documents (self-attested) with self addressed registered envelop duly affixed with appropriate postal stamp, should be addressed to **Col GS FoS&L c/o The Commandant, Army War College, Mhow cantt, Mhow (MP) – 453441** within 30 days of the publication of the notification.

(b) Individuals can apply for more than one category however for each category a separate application will be submitted with connected documents. The envelop cover must mention **“APPLICATION FOR CONSULTANT /SME (Specify category)”** in bold capital letters.

(b) Applications shall be screened by a Screening-cum-Selection Committee which shall consist of three members at as decided by AWC.

(c) The Committee shall invariably hold interaction/interview with the applicants, either in person or in online mode. The decision of the Army War College in this matter shall be final.

(d) After selection of suitable candidate(s) for appointment as Consultant (SME), an offer letter shall be issued to successful candidate(s) clearly indicating the terms and conditions of engagement.

(e) An agreement mentioning terms & conditions of engagement shall be signed by the selected SMEs/Consultants and AWC.

8. **Period of Engagement.**

(a) The initial engagement of a person as Consultant (SME) would be as mentioned in the offer letter or twelve months, whichever is less.

(b) Prior approval of the competent authority will be sought prior to taking up any other assignment during the period of engagement at AWC.

(c) The appointment of Consultant (SME) is of a temporary (non-official) nature. A broad charter of duties are given in **Annexure - II**. Army War College reserves the right for suitable modification to the same as per requirement.

(d) The engagement of Consultant (SME) can be terminated by Army War College at any time without assigning any reason thereof by giving him/his 30 days prior notice. However, in case a Consultant (SME) wishes to resign, he will have to give a 30 days' advance notice or remuneration in lieu thereof, before resigning from the engagement.

9. **Probation Period.** The initial engagement of a person as SME/ Consultant will be on probation for a period of one month. The competent authority at AWC has the right to terminate the services of the SME/ Consultant in the probation period based on the performance.

10. **Confidentiality of Data and Documents.**

(a) The Intellectual Property Rights (IPR) of the collected as well as deliverables produced for AWC shall remain with AWC.

(b) The Consultant (SME) would not utilise or publish or disclose or part with; to a third party, any part of the data or statistics or proceedings or information collected for the purpose of his assignment or during the course of assignment for AWC; without the express written consent of the Commandant AWC.

(c) The Consultant (SME) shall be bound to hand-over the entire set of records of assignment to AWC before expiry of the contract and before the final payment is released by AWC.

(d) **Secrecy Clause.** By the very nature of the task involved the SMEs, are likely to come by information of classified and confidential nature by multiple means. The Indian Official Secret Act 1923 will be enforced for the currency of such information and SMEs will be required to adhere by the same.

11. **Conflict of Interest.**

(a) The Consultant (SME) appointed by AWC, shall in no case represent or give opinion or advice to others in any matter which is averse to the interest of AWC.

(b) He / She will not be entitled for any benefit / compensation or absorption / regularisation of service with AWC.

12. **Termination of Engagement.** Army War College, may terminate the engagement in any of the following conditions:-

- (a) The Consultant (SME) is unable to address the assigned work; or
- (b) Quality of the work is not to the satisfaction of the AWC; or
- (c) He / She fails in timely achievement of the milestones as finally decided by the AWC; or
- (d) He / She is found lacking in honesty and integrity.

13. **Rights of the AWC.** AWC has the right to cancel the advertisement, and not go for engagement of Consultant (SME), at any stage. It may accept or reject any or all applications, without stating any reasons, whatsoever.

COMMANDANT, ARMY WAR COLLEGE

Annexure I

(Refer Para 7 (a) of draft advt)

APPLICATION FOR THE POST OF CONSULTANT (SME)
AT ARMY WAR COLLEGE, MHOW

Recent Passport
Size Colour
Photograph

Category Applied For - _____

1.	Full Name (In Block Letters)	
2.	Father's / Husband's Name	
3.	Date of Birth	
4.	Contact Details	Email And Mobile No
5.	Address for Communication	
6.	Date of Joining Government Service if any	
7.	Age as on Date	
8.	Whether Physically Handicapped	
9.	PAN Card Number	Please enclose copy
10.	Aadhar Card Number	Please enclose copy
11.	Date of Retirement and the post from which retired (Enclose copy of retirement Order)	
12.	Name of the Ministry/ Department/ Organization / institute / university from which Retired	
13.	Last Pay Drawn & PPO No if any	Please enclose copy
14.	Educational/ Technical Qualification (Please enclose copy of Certificate/ Mark Sheet)	Self-attested copies of education cert/degrees to be attached
15.	Experience and expertise in the subject field	Details of experience in terms of

	(Give specific details of specialisation)	years and depts/org served in to be attached separately
16.	Details of Knowledge of IT/ Computers (enclose copy of certificate if any)	Cert if any to be enclosed
17.	Brief particulars of experience of the last 20 years (assignment-wise) (A separate sheet may be annexed)	Details to be enclosed separately
18.	Research Work	Details to be enclosed separately
19.	Publication in Journals / Think Tanks	Details to be enclosed separately
20.	Details of Books published / authored / edited, if any	Details to be enclosed separately

I hereby declare that the particulars furnished above are true and correct to the best of my knowledge and brief. 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 AWC. I have read this circular and am ready to accept all the terms and conditions.

Place :
Date

Signature
(Full Name of the Applicant)

Annexure-II

(Ref to Para 8(c) of draft advt)

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BROAD CHARTER OF DUTIES OF CONSULTANT (SME)
AT ARMY WAR COLLEGE

1. **Precise Statement of Objective for Appointment of Consultant (SME)**. The SME engaged as Consultant at AWC would be working with Faculty of Studies & Leadership at Army War College to take on Instructional duties and research.
2. **Outline of the Tasks**. The Consultant (SME) would be expected to carry out following tasks:-
 - (a) To act as Nodal Centre for research in the defined domains and publish papers on the same.
 - (b) Publication of at least one research paper and one article on a topic assigned to them related to their domain.
 - (c) Member of Editorial Board of Journals published by AWC.
 - (d) Develop content to impart Research Methodology training in respective domains.
 - (e) Act as guide/mentor to officers undertaking research and carry out their internal evaluation/ assessment, including viva voce.
 - (f) Conduct of Domain Specific lectures for courses at AWC & other AFTIs.
 - (g) Provide domain inputs in wargames, seminars, debates etc.
 - (h) Maintain close liaison with other AFTIs, think tanks, policy makers and academia.

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