

L -15017/128/2023-Legal-FSSAI

भारतीय खाद्य सुरक्षा और मानक प्राधिकरण
(खाद्य सुरक्षा और मानक अधिनियम, 2006 के तहत स्थापित एक वैधानिक प्राधिकरण)
एफडीए भवन, कोटला रोड, नई दिल्ली - 110 002
ईमेल आईडी : legal@fssai.gov.in

Dated: 08th Oct, 2026

Advertisement No. 01/2026

Subject: Advertisement for hiring Legal Consultant on contractual basis in FSSAI- reg.

The Food Safety and Standards Authority of India (FSSAI) is a statutory body under the administrative control of the Ministry of Health and Family Welfare, Government of India. It regulates the manufacture, storage, distribution, sale, and import of food articles, while also establishing standards to ensure food safety.

2. FSSAI offers excellent opportunities to Indian nationals with proven academic credentials, requisite experience, professional achievements, strong communication, interpersonal skills, good working knowledge of legal terms & cases and leadership qualities for engaging with FSSAI as Legal Consultant on contract basis as per the following terms and conditions:

3. Terms and conditions:

3.1 Name & No. of Post: Legal Consultant- 03.

3.2 Educational Qualification and Experience: A Bachelor's Degree in Law on regular basis from a recognised University established or incorporated by or under a Central Act, or a state Act, or any institution for higher education deemed to be a university by the Central Government or any other institution or foreign University approved by the Central Government, with not less than **5 years of experience** in legal matters.

Note: A degree obtained through Open University/ Distance Education mode will not be considered. Candidates, who do not possess the required essential educational qualification and experience on the last date of submission of the application, will not be considered.

3.3 Age (maximum): Not more than **58 years** of age as on the last date of submission of the application.

3.4 Manner of Selection: Walk in Interview

3.5 Nature & Duration of Engagement:

3.5.1. The engagement shall be purely on contract basis initially for one year from the date of engagement and may be extendable annually based on performance evaluation and functional requirement for a further period of 01 (one) year + 01 (one) year, i.e., **1+1+1 years**, subject to a maximum period of three years.

3.5.2 The engagement of Individual Consultants is of a temporary nature and the FSSAI can cancel the engagement at any time without providing any reasons thereof. The contract does not confer any claim to regularisation, permanent absorption, seniority, or lien. The contract shall be subject to short-closure/termination in case of audit objections, court orders, or unsatisfactory performance.

3.5.3. The Individual Consultants engaged on full-time basis would not be permitted to take up any other assignment during the period of Consultancy with FSSAI under these Guidelines.

3.5.4. Consultants shall declare prior to taking up the consultancy assignment that neither their previous work nor any existing interest will create any conflict of interest vis-à-vis the work assignment at FSSAI.

3.5.5. Working Hours: Working hours of the Authority is from 9.30 Hrs to 18.00 Hrs. However, in the exigency of work, Consultants may be required to sit late and attend office on Saturdays/Sundays/Holidays. No compensatory leave will be given for attending office on Saturdays/Sundays/ Holidays.

3.5.6. Leave: Individual Consultants shall be entitled to leave at the rate of 2 days of each completed month with no accumulation of leave beyond a calendar year on pro-rata basis. Unavailed leaves cannot be carried forward to the next year. Further, leave up to one month may be considered without remuneration with the approval of CEO, FSSAI.

3.6. Remuneration (Consolidated in Rs.):

3.6.1. Fixed Consolidated Remuneration: ₹70,000/- per month.

3.6.2. There shall be 5 % annual increment applicable only if the contract is extended beyond 01 (one) year from the date of appointment in FSSAI.

3.7. Allowances:

3.7.1 No separate local allowances, HRA, or medical benefits.

3.7.2 TA/DA for outstation official travel: Admissible at the rates applicable at Pay Level 10.

4. Terms of references:

4.1. Handling, monitoring and coordination of pending court cases before various Courts and Tribunals, including preparation of case-related documents and follow-up with concerned stakeholders.

4.2. Drafting, vetting and review of Regulations, Agreements, MoUs, Contracts, Tenders, Policies, SOPs, Advisories, Speaking Orders, Petitions, counter-affidavits and other legal documents.

4.3. Providing legal interpretation, opinions and advice on Rules, Regulations, statutory provisions, Court Judgments, Orders and other legal matters entrusted by the competent authority.

4.4. Drafting legal opinions, counter-affidavits and other pleadings, and coordinating with the Ministry of Health and Family Welfare, Department of Legal Affairs (DoLA) and other concerned authorities on legal matters.

4.5. Verification and scrutiny of professional fee bills submitted by empanelled law firms and advocates, including examination of supporting documents and compliance with applicable fee provisions.

4.6. Preparation of briefing notes and case briefs for the CEO, FSSAI and Law Officers, including ASGs/SG/AG, and providing necessary legal inputs for matters requiring their assistance.

4.7. Handling other legal assignments and matters entrusted by FSSAI/MoHFW, including research, analysis, drafting and coordination with concerned divisions/authorities.

4.8. The candidate should have working knowledge of MS Office,

Internet applications, and other relevant digital tools and resources required for effective discharge of legal and administrative functions.

5. Other Terms & Conditions of Engagement:

5.1. Legal Status: The Individual Consultant shall have the legal status of an independent Consultant vis-à-vis FSSAI and shall not be regarded, for any purposes, as being either a "staff member" of FSSAI, or an "official" of FSSAI. Accordingly, nothing within or relating to the Consultancy Contract shall establish the relationship of employer and employee, or of principal and agent, between FSSAI and the Individual Consultant.

5.2 Standards of Conduct:

5.2.1 The Individual Consultants shall neither seek nor accept instructions from any authority external to FSSAI in connection with the performance of their obligations under the Consultancy Contract. The Individual Consultants shall not take any action during their engagement in respect of the performance of the Contract or otherwise related to their obligations under the Contract that may adversely affect the interests of FSSAI. The Individual Consultants shall perform their obligations under the Consultancy Contract with the fullest regard to the interests of FSSAI. The Individual Consultants are enjoined not to offer any direct or indirect benefit arising from or related to performance of the Contract or the award thereof the Consultancy engagement to any representative, official, employee or other agent of FSSAI. The Individual Consultants shall comply with all laws, ordinances, rules and regulations bearing upon the performance of their obligations under the Consultancy Contract. In the performance of the Consultancy Contract, the Individual Consultant shall comply with the Standards of Conduct. Failure to comply with the same is grounds for termination of the Consultancy Contract governing the Consultancy.

5.2.2 Prohibition of Sexual Exploitation and Abuse:

During the performance of the Consultancy Contract, the Individual Consultants shall comply with the "Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013" and any amendment in the law made consequently read with any rules or regulations issued in this regard by Government of India. Violation of the said provisions will constitute a breach of the terms of the Consultancy

Contract and will attract penal provisions, including the termination of the contract. In addition, nothing herein shall limit the right of FSSAI to refer any alleged breach of the foregoing standards of conduct to the relevant statutory authorities for appropriate legal action.

5.3 Title Rights, Copyrights, Patents and Other Proprietary Rights:

5.3.1 Title to any equipment and supplies that may be furnished by FSSAI to the Individual Consultants for the performance of any obligations under the Consultancy Contract shall rest with FSSAI, and any such equipment shall be returned to FSSAI at the conclusion of the Consultancy Contract or when no longer needed by such Individual Consultant. Such equipment, when returned to FSSAI, shall be in the same condition as when delivered to the Individual Consultant, subject to normal wear and tear, and the Individual Consultant shall be liable to compensate FSSAI for any damage or degradation of the equipment that is beyond normal wear and tear.

5.3.2 FSSAI shall be entitled to all intellectual property and other proprietary rights, including, but not limited to, patents, copyrights and trademarks, with regard to products, processes, inventions, ideas, know-how or documents and other materials which the Individual Consultant has developed for FSSAI under the Consultancy Contract and which bear a direct relation to or are produced or prepared or collected in consequence of, or during the course of, the performance of the Consultancy Contract, and the Individual Consultant acknowledges and agrees that such products, documents and other materials constitute works made during the engagement for FSSAI. Subject to the foregoing provisions, all maps, drawings, photographs, mosaics, plans, reports, estimates, recommendations, documents and all other data compiled by or received by the Individual Consultant under the Consultancy Contract or as result of such Consultancy Contract shall be the property of FSSAI that shall be made available for use or inspection by FSSAI at reasonable times and in reasonable places. It shall be treated as confidential and shall be delivered only to FSSAI's authorized officials on completion of work under the Consultancy Contract.

5.4 Confidential Nature of Documents and Information:

The Individual Consultants shall be subject to the provisions of the Indian Official Secrets Act, 1923. The Individual Consultants shall not, except

with the previous sanction of FSSAI or in the bona fide discharge of their duties, publish a book or a compilation of articles or participate in TV/ Radio broadcast/ Social Media or contribute an article or write a letter in any newspapers or periodical either in their own name or anonymously or pseudonymously in the name of any other person, if such book, article, broadcast or letter relates to subject matter assigned to them by FSSAI. The Individual Consultant is prohibited from sharing any material (as described in Para 5.3.2 above) that was created as part of the Consultancy or received during the engagement at FSSAI from external agencies or from within FSSAI. In the event of premature termination or completing the Consultancy Contract, the Individual Consultant shall duly handover all related documents, communications, reports etc. to the reporting officer, while, the obligations of the provisions of The Official Secrets Act, 1923 shall remain effective for all intents.

5.5 Use of Name, Emblem or Official Seal of FSSAI:

Individual Consultants shall not advertise or otherwise make public for purposes of commercial advantage that a contractual relationship exists with FSSAI, nor shall the Individual Consultants, in any manner whatsoever, use the name, emblem or official seal of FSSAI, or any abbreviation of the name of FSSAI, in connection with any business or otherwise without the written permission of FSSAI.

5.6 Insurance:

The Individual Consultants shall be solely responsible for taking out and for maintaining adequate insurance required to meet any of their obligations under the Consultancy Contract, as well as for arranging, at their own expense, such as life, health and other forms of insurance as the Individual Consultant as they may consider appropriate to cover the period during which they are engaged.

5.7 Travel, Medical Clearance and Service incurred Death, Injury or Illness:

5.7.1 FSSAI may require the Individual Consultant to submit a Statement of Good Health from a registered physician prior to commencement of work in any offices or premises of FSSAI.

5.7.2 In the event of the death, injury or illness of any Individual Consultant which is attributable to the performance of engagement on behalf of FSSAI under the terms of the Consultancy Contract while the

Individual Consultant is traveling at the expense of FSSAI or is performing any responsibilities under the Consultancy Contract in any offices or premises of FSSAI or Government of India, the Individual Consultant or the Individual Consultant's dependents, as appropriate, shall not be entitled to any compensation.

5.8 Force Majeure and Other Conditions:

5.8.1 Force majeure as used herein means any unforeseeable and irresistible act of nature, any act of war (whether declared or not), invasion, revolution, insurrection, or any other acts of a similar nature or force, provided that such acts arise from causes beyond the control and without the fault or negligence of any Individual Consultant.

5.8.2 The Individual Consultants acknowledge and agree that, with respect to any obligations under the Consultancy Contract that they must perform in or for any areas in which FSSAI is engaged in, preparing to engage in, or disengaging from any peacekeeping, humanitarian or similar operations. Any delay or failure to perform such obligations arising from or relating to harsh conditions within such areas or to any incidents of civil unrest occurring in such areas shall not, in and of itself, constitute force majeure under the Consultancy Contract.

5.9 Termination:

FSSAI can terminate the consultancy contract at any time without prior notice and without providing any reason for it. FSSAI reserves the right to terminate the services of an Individual Consultant at any stage, in the event of a serious failure in the performance of the assigned task or in the case of a failure to observe the prescribed standards of conduct as set out in para 5.2 of these Guidelines. However, in the normal course, FSSAI will provide one month's notice to the Individual Consultant. The Individual Consultant can also seek for termination of the Consultancy Contract upon giving one month's notice to the FSSAI.

5.10 Audits and Investigations:

Each payment made by FSSAI to Individual Consultant shall be subject to a post-payment audit by auditors, whether internal or external, of FSSAI or by other authorized and qualified agents of FSSAI at any time during the term of the Consultancy Contract and for a period of two (2) years following the expiration or premature termination of the Consultancy Contract. FSSAI shall be entitled to a refund from the

Individual Consultant for any amounts shown by such audits to have been paid by FSSAI other than in accordance with the terms and conditions of the Consultancy Contract. The Individual Consultant acknowledges and agrees that, from time to time, FSSAI may conduct investigations relating to any aspect of the Consultancy Contract or the award thereof, the obligations performed under the Consultancy Contract, and the operations of the Individual Consultant generally relating to performance of the Consultancy Contract. The right of FSSAI to conduct an investigation and the Individual Consultant's obligation to comply with such an investigation shall not lapse upon expiration or premature termination of the Consultancy Contract. The Individual Consultant shall provide full and timely cooperation with such inspections, post-payment audits or investigations. Such cooperation shall include, but shall not be limited to, the Individual Consultant's obligation to make available such personal and any relevant documentation for such purposes at reasonable times and on reasonable conditions and to grant to FSSAI access to the Individual Consultant's premises at reasonable times and on reasonable conditions in connection with such access to the Individual Consultant's personal and relevant documentation.

5.11 Settlement of Disputes:

FSSAI and the Individual Consultant shall use their best efforts to amicably settle any dispute, controversy or claim arising out of the Consultancy Contract or the breach, termination or invalidity thereof. Work related grievances, if any, should be processed as per the redressal mechanism established at FSSAI.

5.12 Governing Law:

The Individual Consultants shall be governed by the laws of India and is subject to the exclusive jurisdiction of the Courts at Delhi.

5.13 Conflict of Interest:

The Individual Consultants shall be expected to follow all the rules and regulations of the FSSAI/Government of India which are in force. They will be expected to display utmost honesty, secrecy of office and sincerity while discharging their duties. In case the services of any Individual Consultant are not found satisfactory or found in conflict with the interests of the FSSAI, his/her engagement will be liable for discontinuation without assigning any reason. Individual Consultants are

being engaged by FSSAI on such terms and conditions as the Competent Authority has decided, provided, that there is no conflict of interest with respect to the work they are handling in the FSSAI.

6. Tax Deduction at Source:

The Income Tax or any other tax liable to be deducted, as per the prevailing rules will be deducted at source before effecting the payment, for which the FSSAI will issue TDS Certificate/s. Goods and Service Tax, as applicable, shall be admissible to the Individual Consultants. The FSSAI undertakes no liability for taxes or other contribution payable by the Individual Consultant on payments made under this Consultancy Contract.

7. Police Verification:

Police verification of the Individual Consultants shall be done as per the latest instructions issued by MHA. In case the police verification is received as negative, the Consultancy Contract of Individual Consultant shall cease to exist with immediate effect without any notice.

8. Note:

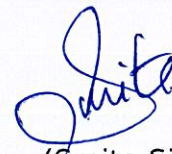
8.1 All candidates will be required to produce the relevant documents, in original, or where the original degree has not been awarded, mark sheet and provisional certificate as and when asked for by FSSAI.

8.2 It is the responsibility of the candidates to provide proof in support of their claim proving any specific course as equivalent to the essential educational qualification prescribed.

8.3 Candidates fulfilling the requirement of minimum educational qualification and experience may apply on link available on the FSSAI's website (**<https://www.fssai.gov.in/jobs-at-fssai>**) **on or before 22.10.2026**. Application received after the last date and found incomplete will be summarily rejected. Applications should be with contact number and email-id. Shortlisted candidates to be called for selection procedure would be informed through e-mail/telephone with a week's notice at least. They are also requested to visit FSSAI's website for any updates. Physical application will not be entertained in any case and will be summarily rejected.

8.4 FSSAI may prepare a reserve panel. In case the candidates offered the assignment do not join or leave prematurely after joining, the slots would be filled up by the candidates in the reserve panel.

8.5 The FSSAI reserves the right not to select any candidate or not to prepare a panel of suitable names or to cancel the procedure at any stage without assigning any reasons.



(Smita Singh)

Assistant Director (Legal)