LOK SABHA SECRETARIAT

RECRUITMENT BRANCH

PARLIAMENT HOUSE ANNEXE
NEW DELHI-110 001

No. LAFEAS-RB017/5/2026-R.B

15th September, 2026

From

Tenzin Gyaltsen
Deputy Secretary

To

The Secretary,
Maharashtra Legislative Assembly,
Vidhan Bhavan,
Mumbai - 400 032

Subject: **Advertisement No. 1/2026 for empanelment of Consultant Interpreters for Regional Languages (Marathi, Santhali and Urdu) on contractual basis in Lok Sabha Secretariat.**

I am directed to forward herewith a copy of the Advertisement No. 1/2026 for empanelment of Consultant Interpreters for Regional Languages (Marathi, Santhali and Urdu) on contractual basis in Lok Sabha Secretariat.

2. The Advt. No. 1/2026 is also available on website https://sansad.in/ls/recruitment under the heading ***Advertisements & Notices***.

3. It is requested that the contents of this advertisement may please be brought to the notice of eligible candidates in your Secretariat/University/Academy/Institute.

Yours faithfully,

DEPUTY SECRETARY
Tel: 23035724/4521
E-mail: recruitment-lss@sansad.nic.in

Encl: As above

Advt. No. 1/2026

PARLIAMENT OF INDIA
(RECRUITMENT BRANCH, LOK SABHA SECRETARIAT)

EMPANELMENT OF CONSULTANT INTERPRETERS FOR REGIONAL LANGUAGE(S)

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Applications are invited from all eligible non-official Indian Citizens and retired employee(s) of Lok Sabha and Rajya Sabha Secretariats, Central/State Government(s), State Legislature Secretariats, Autonomous bodies, Central/State Public Sector Undertaking(s), Supreme Court of India / High Courts and local bodies for **empanelment of Consultant Interpreters for Regional Languages on contractual basis** in Lok Sabha Secretariat.

[*Non-Official shall mean person(s) not serving in any Government Organizations, as mentioned above*]

2. The details of number of Consultant Interpreters for Regional Language to be empanelled are as follows: -

Empanelment of Consultant Interpreter for Regional Language	Number of Consultant Interpreter to be empanelled#
SANTHALI	01
MARATHI	01
URDU	01

- *# Number of Consultant Interpreter (CIs) to be empanelled out of the required panel of 5 CIs*
- *Out of the 05 persons to be empanelled as Consultant Interpreter for each Regional Language, 03 persons shall be engaged as Consultant Interpreter, on contractual basis, during the Session period and the remaining 02 persons in the said panel shall be kept on reserve basis to meet the exigencies of work.*
- *The 05 persons placed in the panel shall be rotated in such a manner so as to ensure that enough exposure is given to each of them.*
- *Provided that, subject to exigencies of work during the Session Period, services of more than 03 persons from the panel can be utilized, at a time.*
- *Provided further that, in case of non-availability of sufficient number of regular Interpreter in Simultaneous Interpretation Service, the services of empanelled Consultant Interpreter can also be utilized during inter-session period. However, such engagement(s) during inter-session period shall not be done as a matter of routine. Such engagement(s) shall only be undertaken with due justification and with the prior approval of Hon'ble Speaker.*

The empanelment of Consultant Interpreters shall be treated on a full-time basis during Session Period and, subject to requirement, on a part-time basis during inter-Session Period. For the period of full-time empanelment, Consultant Interpreters shall not be allowed to take up any other assignment(s), whereas for the period of part-time empanelment, they may take up other assignment(s), with prior intimation to the Secretariat. The Session Period shall be from the date of issue of Summons to date of prorogation of the 'House'.

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3. The terms and conditions for empanelment of Consultant Interpreters are as under: -

I. EDUCATIONAL QUALIFICATION(S)

(I) Master's Degree in any discipline with any one of the following conditions: -

i. Regional language(s) concerned as recognized in the Constitution of India as a compulsory/elective subject at the Matriculation (Class X) or equivalent or higher level;

Or

ii. Diploma in the regional language(s) concerned from a recognized university/institution;

Or

iii. Regional language(s) concerned as the mother tongue

Desirable: (1) Experience in translation or interpretation work; and (2) Certificate in computer course recognized by All India Council for Technical Education (AICTE)/ National Institute of Electronics & Information Technology (NIELIT) or courses equivalent to 'O' Level in terms of syllabus and duration of course as prescribed by NIELIT.

OR

(II) Bachelor's degree in any discipline or equivalent along-with 05 (five) years of experience in translation or interpretation work in the regional language concerned.

Desirable: Certificate in computer course recognized by All India Council for Technical Education (AICTE)/ National Institute of Electronics & Information Technology (NIELIT) or courses equivalent to 'O' Level in terms of syllabus and duration of course as prescribed by NIELIT.

II. AGE LIMIT

Only Indian citizens between the ages of 22 to 70 years are eligible to apply for the position of Consultant Interpreter. *Age shall* be *reckoned* as on the last date prescribed for *receipt* of *application*.

III. SELECTION PROCESS

Eligible candidates will have to appear in Oration Test and Simultaneous Interpretation Test(s) as follows:

A. Oration Test: Candidates will be subjected to an Oration Test which will be of **200 marks**. During the Oration Test, a candidate will be required to speak *ex-tempore* for 3 minutes in English/Hindi and 3 minutes in Regional Languages concerned on any one of the 7 topics in English/Hindi and 7 topics in language concerned given to her/him. The objective is to assess fluency; language content; style, pronunciation and accent; material content; and voice of the candidates.

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Only those candidates who qualify the Oration Test at the requisite standards will be allowed to appear in the Simultaneous Interpretation Test.

B. Simultaneous Interpretation Test: From concerned regional languages to English/Hindi (5 Minutes) of **100 Marks** and from English/Hindi to concerned languages (5 Minutes) of **100 Marks**. The performance of the candidates will be assessed under five specific parameters, i.e. Coverage; Accuracy; Style and Diction; Continuity of Interpretation; and Voice, Pronunciation and Accent.

All candidates will be required to secure minimum 50% marks in each component/parameter in Oration Test and Simultaneous Interpretation Test.

From amongst the candidates who qualify Simultaneous Interpretation Test, selection will be made on the basis of the overall performance of the candidates in the Oration Test and Simultaneous Interpretation Test.

The date and venue of Tests will be intimated to the eligible candidates at the time of issue of admit cards.

IV. WORK PROFILE / JOB DESCRIPTION OF CONSULTANT INTERPRETERS

The Consultant Interpreters shall primarily be required to provide interpretation services in the 'House', in their respective regional language and from their respective regional language to 'English' language, as the case may be. In addition, they may also be required to perform the following duties, as assigned from time to time: -

(a) Hindi to English interpretation in the Committees both in Session & Inter-session periods [if engaged during inter-session period].

(b) Translation of letters/documents/petitions for the Committees/HS Office/ Privileges Committee, etc. from regional language into English.

(c) Translation of Birthday Wishes of MPs and obituaries of dignitaries into regional language for the use of HS & Media Cell.

(d) Translation of Regional Festival tweets of HS into regional language.

(e) Transliteration of book titles from regional language into English for Parliamentary Library.

(f) Translation of President's Joint Session speeches and PM's speeches into regional language in the last few years.

(g) To work as liaison officers in Conferences to assist the delegates & at the time of constitution of new Lok Sabha to help the new MPs.

(h) Translation of Notices under Rule '377' in regional language received in Table Office into English.

(i) Providing interpretation services in PRIDE training programmes of State MLA.

(j) Any other work assigned by the Lok Sabha Secretariat, from time to time.

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V. REPORTING AND DUTY HOURS

The Consultant Interpreters shall be posted in Simultaneous Interpretation Service of Lok Sabha Secretariat and they shall report to the concerned Officer in-charge of the said Service. The duty hours of Consultant Interpreter shall be the same as applicable to regular employees of Lok Sabha Secretariat and they may also be called upon to come/stay in office before/beyond normal working hours and on Saturdays/Sundays/Holidays, whenever required in the exigencies of work. However, no additional fee/payment (except for the Fee/TA/DA/Conveyance Allowance, as the case may be, as stipulated at Sl. no. VI (a), VII and VIII below) of any kind shall be admissible to them on this count.

VI. FEE / RETAINER FEE

(a) The Consultant Interpreters shall be paid 'Fee' on per day basis for actual number of days of work undertaken/service rendered by them during the period of engagement in the Lok Sabha Secretariat during Session as well as inter-Session Period. The payment in this regard shall be made in the first week of the following month. In addition, Consultant Interpreters shall also be paid 'Retainer Fee' per annum. The 'Retainer Fee' shall be increased by 10 percent after completion of each successive year of empanelment, subject to a ceiling of Rs. 50,000/- per annum. The 'Retainer Fee' and increment thereon shall only be paid on completion of each successive year of empanelment and subject to satisfactory performance of duties assigned by the Secretariat. The 'Fee' payable per day and the 'Retainer Fee' payable per annum shall be decided by the Lok Sabha Secretariat, from time to time.

(b) The Fee and the Retainer Fee to the Consultant Interpreters shall be as under: -

During the Session Period engagement	**During the inter-Session Period engagement**	**Retainer Fee for being on the Panel of Consultant Interpreter**
Rs. 6,000/- on per day basis for actual number of days of work undertaken / service rendered by Consultant Interpreter during the period of engagement in the Lok Sabha Secretariat during Session Period.	Rs. 6,000/- on per day basis for actual number of days of work undertaken / service rendered by Consultant Interpreter during the period of engagement in the Lok Sabha Secretariat during inter-Session Period.	Rs. 25,000/- per annum

VII. TRAVELLING ALLOWANCE (TA)/ DAILY ALLOWANCE (DA) TO OUTSTATION CONSULTANT INTERPRETERS

The Travelling Allowance (TA) to empanelled Consultant Interpreters who reside outside the Delhi/National Capital Region (NCR) shall be paid as applicable in case of regular employees in the grade of Parliament Interpreter (Level 10 of the Pay matrix) for attending to their engagement.

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The Daily Allowance (DA) to empanelled Consultant Interpreters who reside outside the Delhi/National Capital Region (NCR) shall be paid DA at the applicable rates for the entire period of engagement (including the intervening Saturday/Sunday/Holidays). The rate applicable in respect of DA shall be decided by the Lok Sabha Secretariat, from time to time.

VIII. CONVEYANCE ALLOWANCE TO CONSULTANT INTERPRETERS FROM NCR

The empanelled Consultant Interpreters who reside outside Delhi but within National Capital Region (NCR) shall be paid Conveyance Allowance on per day basis for actual number of days of work undertaken/service rendered by them during the period of engagement in the Lok Sabha Secretariat during Session as well as inter-Session Period at the applicable rates. The rate applicable in respect of Conveyance Allowance shall be decided by the Lok Sabha Secretariat, from time to time.

IX. OTHER BENEFITS

No other benefit of any kind such as health cover/medical reimbursement, TA/DA (except to Outstation Consultant Interpreter for the period of engagement, as stipulated at Sl. No. 3. VII above), Conveyance Allowance (except to Consultant Interpreter who reside outside Delhi but within National Capital Region for the period of engagement, as stipulated at Sl. No. VIII above), facility of Transport/Transport Allowance, Telephone, residential accommodation/House Rent Allowance, etc. shall be admissible to empanelled / engaged Consultant Interpreter(s).

X. LEAVE

No leave of any kind shall be admissible to empanelled / engaged Consultant Interpreter(s).

XI. TRAINING

The selected person(s) for empanelment and engagement as Consultant Interpreters shall be required to undergo such training/orientation programme(s), etc. as decided by the Secretariat, from time to time. No additional fee/payment of any kind (except for the Fee/TA/DA/Conveyance Allowance, as the case may be, as stipulated at Sl. No. VI, VII and VIII above) shall be admissible to them for such training/orientation programme(s), etc. ***During the training period, empanelled Consultant Interpreter(s) will be treated as on duty and Fee/TA/DA/Conveyance Allowance, if applicable, will be admissible to the candidates. However, during the training period, empanelled Consultant Interpreter(s) will be paid 'Fee' of Rs. 3000 per day for the actual number of days of training (till the attainment of Minimum Proficiency in the training programme). The remaining amount of Fee, i.e. Rs.3000 per day for actual number of days of training, will only be paid on the successful completion of one year of empanelment and subject to satisfactory performance of training/duties assigned by the Secretariat. In the event of termination of empanelment for any reason before completion of one year, the said remaining amount will be forfeited."***

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XII. CONDUCT RULES

During the period of empanelment /engagement, the Consultant Interpreters shall be required to adhere to the provisions of the Lok Sabha Secretariat (Conduct) Rules, 1955, as amended from time to time, failing which their empanelment/engagement as Consultant Interpreter(s) shall be liable to be terminated forthwith without any notice.

XIII. TERMINATION OF EMPANELMENT OF CONSULTANT INTERPRETERS

The empanelment and engagement of Consultant Interpreters shall be terminated:

(a) By either side, after giving one month notice. In case the empanelled candidate(s) fails to give the requisite one-month notice, any amount due/payable to such candidate(s) shall be forfeited;

(b) Without notice by the Lok Sabha Secretariat, in case the performance and/or conduct is found to be unsatisfactory; and

(c) If any declaration/information furnished in the bio-data is found to be false or if it is detected that some material facts have been suppressed willfully.

In the event of termination of empanelment as Consultant Interpreter, the person(s) concerned shall be required to hand over all office property in her/his possession failing which suitable penal action, as deemed fit by the Secretariat shall be initiated.

XIV. MARITAL STATUS

The Consultant Interpreter(s) shall have to submit declaration in the prescribed form about her/his marital status and in the event of candidate having more than one wife/husband living; the engagement will be subject to her/his being exempted from the requirement of the rules in this behalf.

XV. OATH OF ALLEGIANCE

The Consultant Interpreter(s) shall have to take an oath of allegiance/faithfulness to the Constitution of India or make solemn affirmation to this effect in the prescribed form.

XVI. RESIDUARY

The decision of the Hon'ble Speaker, Lok Sabha shall be final in respect of all matters not specifically provided for.

4. HOW TO APPLY –

(i) The Applications are to be submitted in the prescribed format as given in **Annexure**. Candidates must fill up all the columns of application form properly in A4 sheet. Applications complete in all respects should be sent through **Speed Post/Registered Post** only to: 8

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RECRUITMENT BRANCH,
ROOM NO. 521,
LOK SABHA SECRETARIAT,
PARLIAMENT HOUSE ANNEXE,
NEW DELHI - 110001.

Incomplete applications shall be summarily rejected.

(ii) **The last date for receipt of applications is 14.10.2026 (06:00 pm).**

(iii) Candidates should send their application in an envelope super scribing clearly the name of the position and language applied for on the cover of the envelope.

(iv) Applications which are illegible, not conforming to the prescribed application format and the instructions given in the Advertisement or received after the last date will be summarily rejected.

(v) Applicants should affix two identical self-attested recent passport size photographs, one on the application form and the other on the attendance sheet.

(vi) All particulars (except Residential Address) furnished by the applicant will be treated as final and no change will be allowed therein later on.

(vii) **The candidates are required to furnish self-attested copies of Marks sheets** *(of each year/semester)* **& Certificate(s)/Degree(s) of 10th; 12th ; Graduation; Post Graduation** *(Clearly indicating the Regional Language concerned as a compulsory/elective subject)***; Diploma in Regional Language concerned from a recognized University or Institution / Affidavit stating regional language concerned as mother tongue / Experience Certificate of translation or interpretation work in the regional language concerned, etc. in respect of her/his educational qualification/regional language concerned as mother tongue/ experience wherever applicable in the application.**

(viii) **Only the Matriculation or equivalent examination certificate will be accepted as proof of date of birth**. No other document will be accepted for this purpose. In case, the date of birth is not mentioned in the Matriculation or equivalent examination certificate of a candidate, she/he may submit a self-attested photocopy of the certificate of her/his any other higher educational qualification containing the required information along-with self-attested photocopy of Matriculation or equivalent examination certificate and also a self-attested photocopy of an affidavit to the effect that the date of birth is not mentioned in the Matriculation or equivalent examination certificate issued by the concerned Education Board.

(ix) The name of the candidate and her/his parents filled up in the application form by the candidate shall be the same as mentioned in the Matriculation Certificate. In case, there is a discrepancy between the name as recorded in the Matriculation Certificate and as entered in Degree and/or PG Degree and/or other certificates, the following steps must be tak

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In case of minor discrepancy in the name due to a spelling error i.e. {(Mohan and Mohun) or (R. Mathur and Ramesh Mathur)}, a self-attested photocopy of an affidavit to the effect that both the names belong to the same person, shall be furnished.

(a) In case of a major discrepancy related to the addition or deletion of part/parts of any name i.e. {(Ram Kumar and Ram Kumar Singh) or (Ajay Kumar and Ajay Kumar Singh Rana)}, a self-attested photocopy of Gazette Notification to the effect that the person has changed her/his name henceforth, shall be furnished.

(b) In case of certificates issued by the State of Maharashtra, the name of the candidate is sometimes inclusive of the name of the father and/or name of the mother. In such cases, a self-attested photocopy of an affidavit to the effect that the names on both certificates belong to the same person, shall be furnished.

(x) Candidates applying on the basis of Regional Language(s) concerned as mother tongue must furnish duly notarized 'Affidavit' on non-judicial stamp paper stating regional language(s) concerned as mother tongue.

(xi) Candidate should be of sound bodily health.

(xii) Canvassing in any manner would lead to summary rejection of application and candidature at any stage.

(xiii) Applicants should clearly note that Recruitment Branch will in no case be responsible for non-receipt of their applications or any delay in receipt thereof on any account whatsoever. They should therefore, ensure that their applications reach Recruitment Branch on or before the last prescribed date.

(xiv) Lok Sabha Secretariat reserves the right to cancel the process of empanelment and engagement of Consultant Interpreter or alter the number of positions required at any stage without any notice and without assigning any reason(s) therefore.

(xv) The candidates are advised to visit the website https://sansad.in/ls/recruitment under the *link Recruitment > Advertisements and Notices* regularly for information regarding:

- Cancellation or *addendum or corrigendum* to this Advertisement, if any;
- Date(s) of Oration Test/Simultaneous Interpretation Test; and
- Result(s) of the examination process.

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Annexure

Roll No.

(To be filled in by Recruitment Branch)

PARLIAMENT OF INDIA
(RECRUITMENT BRANCH, LOK SABHA SECRETARIAT)

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APPLICATION FORMAT

Affix recent self-attested passport size Photograph

Signature of candidate

Advt. No. 1/2026

Name of the Position applied for: **CONSULTANT INTERPRETER (_____)**
(*Please indicate Regional Language*)

1. FULL NAME *(In Capital Letters)*:

First Name Middle Name Surname
(Exactly as mentioned in matriculation or equivalent examination certificate. Please leave one box blank between each part of name.)

2. FATHER'S NAME (*In Capital Letters*): _____

3. MOTHER'S NAME (*In Capital Letters*): _____

4. NATIONALITY: _____

5. ADDRESS FOR COMMUNICATION: _____

_____

_____ PIN _____

Tel./Mobile No(s). _____ e-mail address _____

6. DETAILS OF RESIDENCE DURING LAST 5 YEARS WHERE THE APPLICANT HAS RESIDED FOR MORE THAN ONE YEAR:

ADDRESS	PERIOD OF STAY

7. PERMANENT ADDRESS: _____

_____ PIN _____

8. DATE OF BIRTH:
(Please enclose self-attested copy of the matriculation/or equivalent examination certificate)

D D M M Y E A R
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9. AGE AS ON 14.10.2026: Years_____ Months_____ Days_____

10. PLACE OF BIRTH (Village/Town/City/District/State): _____

11.(a) DETAILS OF EDUCATIONAL QUALIFICATIONS (Matriculation onwards):
(Please enclose self-attested copies of the certificates/degrees as well as marks sheets)

Exam Passed (Matriculation onwards)	**Institution/ University/ Board**	**Subjects studied**	**Duration of study**	**Year of passing**	**% of marks**

11.(b) DIPLOMA IN THE REGIONAL LANGUAGE(S) CONCERNED, IF ANY –
(Please enclose self-attested copy of the diploma)

Diploma Course	**University/ Institution**	**Subjects studied**	**Duration of Diploma course**	**Year of passing**	**% of marks**

11.(c) WHETHER APPLYING ON THE BASIS OF REGIONAL LANGUAGE(S) CONCERNED AS MOTHER TONGUE? **[YES** ☐ **NO** ☐ **(Please tick as applicable)]**
(If yes, please enclose an 'Affidavit' on non-judicial stamp paper stating regional language(s) concerned as your mother tongue and duly notarized)

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11.(d) DETAILS OF EXPERIENCE IN TRANSLATION OR INTERPRETATION WORK IN THE REGIONAL LANGUAGE CONCERNED, IF ANY –
[Please enclose self-attested copy of the experience certificate(s)]

Name of the Organisation	Post held	Duration	Nature of duties performed

(Candidates are advised to fill-up the above columns carefully and in terms of conditions stipulated in the Advertisement to avoid rejection)

12.(a) DETAILS OF EMPLOYEE(S) RETIRED FROM THE LOK SABHA AND RAJYA SABHA SECRETARIATS, CENTRAL/STATE GOVERNMENT(S), STATE LEGISLATURE SECRETARIATS, AUTONOMOUS BODIES, CENTRAL/STATE PUBLIC SECTOR UNDERTAKING(S), SUPREME COURT OF INDIA/HIGH COURTS AND LOCAL BODIES.

Name of the Organisation	Post held	Retired from the service on	Nature of duties performed

(b) SERVICE IN OTHER ORGANISATIONS, IF ANY -

Name of Organisation	Status of Organisation	Nature of duties performed

13. Do you possess the essential educational qualifications as required for the position applied for? YES / NO
14. Do you possess the desirable experience as prescribed for the position applied for? YES / NO
15. Do you possess the desirable qualification? YES / NO

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16. **DECLARATION:**

I declare that I fulfil the eligibility conditions as per the advertisement and that all the statements made in this application are true, complete and correct to the best of my knowledge and belief. I understand that in the event of any information being found false or incorrect at any stage or not satisfying the eligibility conditions according to the requirements mentioned in the advertisement, my candidature/empanelment/engagement is liable to be cancelled/terminated.

PLACE:

DATE:

(SIGNATURE OF CANDIDATE)

Note: Applications without self-attested copies of necessary certificates/degree/mark sheets/diploma/affidavit as mentioned in column nos. 8, 11(a), 11(b), 11(c) and 11(d) (wherever applicable) and also recent identical photographs at the prescribed spaces in the application form will be summarily rejected.

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PARLIAMENT OF INDIA
(RECRUITMENT BRANCH, LOK SABHA SECRETARIAT)

ATTENDANCE SHEET

(To be filled in on a separate sheet by the candidate when submitting Application Form)

Affix recent self-attested passport size Photograph

Signature of Candidate

1. **Advt. No. 1/2026**

2. Name of the Position: **CONSULTANT INTERPRETER:** _____
(Please indicate Regional Language)

3. **NAME** *(In block letters)*: _____

4. **FATHER'S NAME** *(In block letters)*: _____

5. **MOTHER'S NAME** *(In block letters)*: _____

6. **ADDRESS FOR COMMUNICATION:** _____

_____

_____PIN_____

7. ***(To be filled in by the candidate at the Examination Venue)***

Subject	Date of Exam.	Signature

8.

ROLL NO.	15

(To be allotted by Recruitment Branch)

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