

# Indian Ports Association

F.NO. IPA/GAD/XI/2019-Vol-II.

Dated 15-11-2019

To

1. All Ministries / Departments of Government of India
2. Chief Secretaries of all State/UT Governments
3. The Chairmen, All Major Port Trusts/CMD,KPL
4. Secretary, Department of Personnel and Training, New Delhi  
-110001.
5. Secretary, Department of Public Enterprises (DPE),  
CGO Complex, Lodi Road, New Delhi.

Subject:- Filling up of the post of Executive Director in Indian Ports Association on deputation basis-reg.

Sir/Madam,

A post of Executive Director in the pay scale of Rs.65,000-75,000/- is proposed to be filled up on deputation basis from eligible and willing officers from Major Port Trusts / Government Ministries / Departments. As per the approved Indian Ports Association Employees' (Recruitment, Seniority and Promotion) Regulations, 2016 the post of Executive Director in IPA is a Class-I post and the method of recruitment is 'By deputation, failing which by transfer, and failing both, by direct recruitment.' In case of deputation, the post is to be filled up from amongst the persons from the following grades:-

“2 years as Dy. Chairman of a Major Port or 5 years as Head of Department of a Major Port Trust or 09 years in AIS/CS/Group A service, of which 2 years shall be in the Ministry of Shipping as Deputy Secretary/Director.”

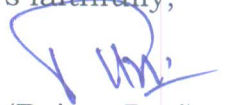
2. It is requested that the post may be circulated amongst the eligible officers who are required to submit the application in the prescribed format (Annexure-I).
3. Eligible and willing officers may apply through proper channel latest by 30/12/2019. The applications received after the last date shall be summarily rejected.

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3. Eligible and willing officers may apply through proper channel latest by 30/12/2019. The applications received after the last date shall be summarily rejected.

4. It is also requested that duly filled in applications from the eligible and willing officers may be sent to Shri Rajeev Puri, Chief Administrative Officer, by name alongwith attested copies of ACR's of the applicant for the last five years alongwith vigilance clearance.

Yours faithfully,



(Rajeev Puri)

Chief Administrative Officer

**ANNEXURE-I**

**APPLICATION FORM FOR THE POST OF EXECUTIVE DIRECTOR IN THE INDIAN PORTS ASSOCIATION.**

1.	Name in Full	
2.	Date of Birth; age as on the closing date	
3.	Father's/Husband's Name	
4.	Mother's Name	
5.	Educational Qualifications	
6.	Telephone No., Office, Residence and Fax No. if any	
7.	E-mail Address	
8.	Present/Postal Address	
9.	Permanent Address	
10.	Present Post Held and Since When	

10. Positions held during service

SN	Designation with Pay Scale	Ministry / Department/Organisation	From	To	Nature of Duties

**Note:** You may attach a write up, if you wish, not exceeding 2 pages, in support of your candidature.

11. Are you on deputation?

Yes/No

If yes, date from which you have been on deputation.

12.a) Whether any punishment has been awarded to the applicant at any time ?

Yes/No

If yes, the details thereof.

b) Whether any disciplinary proceedings or inquiry is pending against applicant ?

Yes/No

If yes, the details thereof.

13. I undertake that I shall not withdraw my candidature if selected.

Date:

Place:

Name and Signature

**To be filled in by Ministry/Department.**

It is certified that particulars furnished above have been checked and found to be correct as per the official records.

Signature and Designation of the Competent Forwarding Authority with office seal and Telephone No.