



No.A8/Sr.Dy.CMO/Med/CoPA/2025-S

Dated: 23.03.2026

**APPLICATION FOR THE POST OF SR. DY.CHIEF MEDICAL OFFICER,  
COCHIN PORT AUTHORITY ON DEPUTATION BASIS**

Applications are invited for filling up the post of Sr. Dy. Chief Medical Officer in the scale of pay of Rs.80000–220000/-(Pre-revised Rs.32900-58000) in Cochin Port Authority on deputation basis from officers holding analogous posts or holding posts of Dy. Chief Medical Officer (Specialist) and equivalent specialist posts in the scale of pay of Rs.60000-180000 in medical department in a Govt./ Semi-Govt./ PSUs or Autonomous Bodies with 3 years regular service in the grade will be eligible. The period of deputation will be for three years. *Recruitment Rules (RR) attached as Annexure –I.*

2. The requisite educational & other qualifications prescribed as per RR, are as under:-

(i) MBBS degree from a recognized University.

(ii) A Post Graduate (PG) Medical Degree or PG Medical Diploma in the specified specialty from a recognized University

3. The selection is by merit for which the benchmark in overall grading in the ACRs will not be below “Very Good”.

4. The Administrative Offices are requested to forward the application through proper channel along with the following documents in an envelope, superscribing ‘*Application for the post of Sr. Dy. Chief Medical Officer in Cochin Port Authority on deputation basis*’, to the Secretary, Cochin Port Authority, Willingdon Island, Cochin-682 009 so as to reach on or before 27.05.2026.

- i. Attested copies of Annual Performance Appraisal Reports (APARs/ACRs) of the applicant for the last 5 years (01.04.2020 to 31.03.2025) (Attested by an Officer not below the rank of Dy. HOD on each page).
- ii. A statement showing year-wise availability of APARs/ ACRs and grading duly signed by the Competent Authority. If the APAR for a particular period during the last 5 years is not available, “No Report Certificate” may be furnished along with the APARs of preceding years.
- iii. Attested copies of all Certificates and proof of educational qualification, present and past work experience in the respective post and pay scale. No-Objection certificate of the concerned Organization.
- iv. An undertaking of the applicant not to withdraw his/her candidature, if selected. Officials, who withdraw his/her candidature for the Post after his/her selection by the Services Selection Committee, will be liable for debarment from future selection to Dy.HOD level posts in all Major Ports for a period of two years.
- v. Application form as per **Annexure-II**

- vi. The vigilance status of the candidates may be furnished in the prescribed Proforma duly signed by the CVO of the concerned Organization along with the application (**Annexure-III**). If any major or minor penalty has been imposed on the applicant during the last 10 years, the disciplinary case leading to such penalty along with necessary documents may be sent by the forwarding authority along with the application.
  - vii. Two recent passport size photographs in a sealed envelope.
  - viii. The details of the applicant, length of service in feeder grade posts with pay scales, final APAR gradings and eligibility position may be confirmed and clearly indicated by the Organization.
  - ix. The Veracity of the University Certificates produced by the applicants and the recognition of the degree obtained by the applicant shall be ensured and certified by the concerned officer of the Organization.
  - x. Undertaking format as per **Annexure IV**
  - xi. Certificate by Head of office of the applicant as per **Annexure-V**.
5. The crucial date for eligibility criteria will be **27.05.2026** in terms of Ministry of Ports, Shipping & Waterways Circular No.A-29018/4/2018-PE-I dated 11.08.2021.
  6. The appointment on deputation will be governed as per the terms of Deputation specified at (**Annexure VI**).
  7. In case of receipt of advance copy of application in respect of any applicant, his/her candidature will not be considered if the application is not received through proper channel within 15 days of last date of receipt of application.
  8. Incomplete applications or applications not submitted as per the instructions of this vacancy circular will not be considered.

Encl: As above.  
Date: 23.03.2026

Sd/-  
**SR.DY. SECRETARY**

Copy to : The Secretary to the Govt. of India, MOPSW, Transport Bhawan, New Delhi- 110 001.  
" The Under Secretary to the Govt. of India (PHRD Division), Ministry of Ports, Shipping & Waterways for information- for posting in Ministry's website.  
" : The Managing Director, IPA for information.  
" : The DG Health Services  
" : The DG Ordnance Factory,  
" : The DG, Railways  
" : The Chairperson, All Major Ports.  
" : The PSUs of South India

Sl. No.	Name of Post	No. of Posts	Classification.	Scale of Pay. (Rs.)	Whether Selection or Non-Selection	Upper Age limit for Direct Recruitment (in yrs)	Educational and other Qualifications prescribed for Direct Recruitment.	Whether (a) Age (b) Educational Qualifications (c) Experience for Direct Recruits will apply in the case of Promotion/Absorption/Deputation	Period of Probation, (in yrs.)	Method of recruitment (whether by Direct Recruitment or by Promotion /Absorption/ Deputation)	In case of Promotion/Absorption/ Deputation, grades from which it should be made.	Remarks
1	2	3	4	5	6	7	8	9	10	11	12	13
4	Sr. Dy. Chief Medical Officer	2	Class-I	<sup>1</sup> [32900-58000 (pre-revised 16000-400-20800)]	Selection	45	(i) <sup>1</sup> [MBBS degree from a recognized University. (ii) A Post Graduate (PG) Medical Degree or PG Medical Diploma in the specified specialty from a recognized University. (iii) Post qualification experience of 10 years in case of PG Degree holders and 12 years experience in case of PG Diploma holders in the relevant field of specialization in a reputed hospital.]	(a) No (b) Yes (c) No	N.A.	By absorption through Composite method failing which by deputation from other Govt. organizations and failing both by direct recruitment.	For absorption through composite method, officers holding analogous posts or holding the post of Dy. Chief Medical Officer (Specialist) and equivalent specialist posts in medical department in the scale of pay of <sup>1</sup> [Rs.24900-50500 (pre-revised Rs.13000-18250)] with 3 years regular service in the grade in a Major Port Trust or Dy. Chief Medical Officer (Specialist) and equivalent specialist posts in medical department with 2 years regular service in the grade and a combined regular service of 7 years in the scales of pay of <sup>1</sup> [Rs.20600-46500 (pre-revised Rs.10750-16750)] and <sup>1</sup> [Rs.24900-50500 (pre-revised Rs.13000-18250)] in specialist cadre of medical department in a Major Port Trust will be eligible. For deputation, officer holding analogous posts or holding posts of Dy. Chief Medical Officer (Specialist) and equivalent specialist posts in the scale of pay of <sup>1</sup> [Rs.24900-50500 (pre-revised Rs.13000-18250)] in medical department in a Govt./ Semi-Govt./ PSUs or Autonomous Bodies with 3 years regular service in the grade will be eligible. The selection is by merit for which the benchmark in over all grading in the ACRs will not be below "very good".	

<sup>1</sup> Substituted w.e.f. 9-12-2016 vide Ministry of Shipping Notification No.PR-12012/1/2014-PE.I published in the Gazette of India under G.S.R. 1126(E) dated 9-12-2016

## APPLICATION FORM

Post applied for :

1. Full Name (in block letters) :
2. (a)Address for Communication  
(b)Telephone no/Mobile no.  
(c)E-mail address :
3. Date of Birth
4. Dated of Retirement :
5. Whether belongs to SC/ST/OBC/UR :
6. Present post with scale of pay
7. Date of continuous regular appointment :  
in the present post
8. Educational and other qualifications:-

Affix passport size Photograph
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Educational Qualification	Name of University	Year of passing	Class and percentage obtained	Subjects

9. Details of fulfilling qualifying service in the feeder grade :

Name of posts & organization	Post held & scale of pay	From	To	Nature of duties

Note: (1) The above columns shall be clearly filled in

(2) pay scale granted as financial upgradation under Modified Assured Career Progression Scheme (MACPS) should not be indicated as it is not a regular service in the grade.

10. Details of Employment/Experience in chronological order

Name of the Organization	Posts held	Scale of Pay	From	To	Nature of Duties

11. Languages knows

(Read, Write and Speak)

12. Any other information desired to be furnished :

I do hereby, declare that the particulars furnished above by me are true to the best of my knowledge and belief. In the event of any information being found to be false or incorrect, my candidature/appointment may be cancelled/terminated without any notice. In the event of my selection to the above post, I will not withdraw my candidature and undertake to accept the appointment/posting.

Place:

Date:

(SIGNATURE OF THE APPLICANT)

Particulars of the official for whom vigilance Comments/clearance is being sought  
(To be furnished and Signed by the CVO or HOD)

1. Name of the Official (in full) :
2. Father's Name :
3. Date of Birth :
4. Date of Retirement :
5. Date of Entry into service :
6. Service to which the official belongs :  
Including batch/year cadre etc,  
wherever applicable
7. Positions held (during the ten preceding years) :

Sl No	Organization (Name in full)	Designation & Place of Posting	Administrative/nodal Ministry/Deptt. Concerned  (in case of officers of PSU etc.)	From	To

8. Whether the official has been :  
Placed on the "Agreed List" or "List of officers of Doubtful Integrity". (If yes, details to be given)
9. Whether any allegation of misconduct :  
involving vigilance angle was examined against the official during the last 10 years and if so, with what result.(\*)
10. Whether any punishment was :  
awarded to the official during the last 10 years and if so, the date of imposition and details of the penalty (\*)
11. Is any disciplinary / criminal proceedings :  
or charge sheet pending against the Official as on date. (If so, details to be furnished – Including reference no., if any, of the Commission)
12. Is any action contemplated against the :  
official as on date. (If so, details to be furnished)(\*)
13. Whether the officer/Official has submitted his/her :  
Annual Immovable property return of the previous Year as required under Rule 18 of the CCS (Conduct) Rules, 1964 within the prescribed limit
14. Details of complaint pending against the official as on dated :

Date:

(Name &amp; Signature)

(\* ) If vigilance clearance had been obtained from the Commission in the past, the information may be provided for the period thereafter.

**UNDERTAKING**

I hereby agree to abide by the condition that I will not withdraw the application or candidature for the Post of SR. Dy.Chief Medical Officer after selection by the Services Selection Committee. I am also aware that, if I withdraw my application in case of selection, I will be liable for debarment for future selection to Dy.HOD level posts in All Major Port Authority for a period of two years.

(Signature)  
Name

**CERTIFICATE TO BE GIVEN BY HEAD OF OFFICE**

Certificate in respect of Shri/Smt. -----  
(Name and Designation)

1. It is certified that the particulars furnished by the officer, are correct and he/she fulfills the eligibility criteria.
2. It is certified that no disciplinary/vigilance case is pending or contemplated against the applicant and he/she is clear from the vigilance angle.
3. His/her integrity is certified.
4. It is certified that no major/minor penalties have been imposed on the Officer during the last 10 years.
5. Attested copies of APARs for the last 5 years are attached.
6. The veracity of the academic qualification certificates submitted by the applicant ensured and certified.

Dated:

SIGNATURE OF THE FORWARDING AUTHORITY  
NAME ALONG WITH OFFICE SEAL

## Annexure-V

The following are the standard terms and conditions of deputation of Officers/staff to Major Port Trusts:

1. **Period of deputation:** The Officer shall be on deputation for a period of three years, which is extendable to four years. In exceptional circumstances, this can be extended to five years with the approval of Ministry.
2. **Pay:** While on deputation, the Officer may, within one month from the date of his joining the Major Port Trust, elect to draw either the pay in the scale of pay of the post in the Major Port Trust or his basic pay in the parent organization plus deputation allowance thereon.
3. **Deputation allowance:** The deputation allowance will be payable at the rate of 5% of basic pay subject to a maximum of Rs. 4500/- per month in case of deputation within same station and payable at the rate of 10% of basic pay subject to a maximum of Rs. 9000/- per month in case of deputation involving change of station.
4. **Dearness Allowance:** The officer shall be entitled to dearness allowance at the rates prevailing in the Major Port Trust or in his parent organization depending on whether the officer opted to draw pay in the pay scale of the post in Major Port Trust or the pay in parent organization plus deputation allowance.
5. **House Rent Allowance:** The Officer shall be entitled to draw House Rent Allowance (HRA) at the rates prevailing in the Major Port Trust or in his parent organization depending on whether he opted to draw pay in the pay scale of the post in Major Port Trust or the pay in parent organization plus deputation allowance. He shall be entitled to residential accommodation on payment of standard rent according to the rules of Major Port Trust.
6. **Joining time pay and transfer travelling allowance:** Joining time pay and transfer travelling allowance, both on joining the post of deputation and on reversion, shall be paid by the Major Port Trust as per their rules.
7. **Travelling allowance for journey on duty during the period of deputation:** Officer shall be entitled to Travelling Allowance and daily allowance for journeys undertaken after joining on deputation according to the relevant rules of Major Port Trust.
8. **Leave (Earned Leave, Half Pay Leave & Casual Leave)**
  - (a) Major Port Trust, will maintain a leave account of the officer concerned, on the basis of extract of the leave account received from his parent organization. The Major Port Trust will determine the leave admissible to the officers/staff concerned and sanction-it

under intimation to the parent organization. That means the copy of the leave sanctioned to officer during deputation will be sent to parent organization.

(b) Officer shall continue to be governed by the Leave Rules of his parent organization. The procedure laid down as per the rules and regulations of parent organization should be followed scrupulously. On being relieved from deputation he/she will not be allowed to proceed on leave directly by the Major Port Trust i.e. without first joining his parent organization.

(c) In the case of a female Officer/staff, the leave salary for the period of maternity leave availed of by her during the period of deputation shall be borne by the Major Port Trust.

9. **Leave Salary/ Pension/ NPS Contribution:** The leave due and admissible to him/her from parent organization during the deputation period will be entitled as per parent organization rules and regulation policy. During the deputation period, the admissible leave to officer/staff as per rules, the reimbursement for that period leave admissible to him, will be reimbursed to parent organization by the Major Port Trust as per the parent organization Policy.

Leave salary contribution (except for the period of leave availed of on deputation) and pension contribution (Employer's share- if pension scheme is available in the parent organization) will be paid by Major Port Trust to the parent organization.

In case of employees covered under New Pension Scheme (NPS), the Major Port Trust shall make matching contribution to the NPS account of the employee.

10. **Leave salary on account of disability leave:** The Major Port Trust shall be liable to pay leave salary in respect of any disability leave that may be granted on account of disability incurred in or through deputation even though such disability manifests itself after the termination of deputation. The leave salary charge of such leave shall be recovered from the Major Port Trust.

11. **Leave travel concession:** The Officer/staff shall be entitled to the leave travel concession according to the relevant rules of the parent organization/ Major Port Trust on the subject. The expenditure in this respect shall be borne by the Major Port Trust.

12. **Medical Facilities:** The Officer/staff shall be entitled to medical facilities in accordance with the rules of the Major Port Trust.

13. **Employee Provident Fund subscription:** The Officer/ staff shall continue his subscription to the Employee Provident Fund of which he/she is a member in accordance with the prescribed rules. The Major Port Trust should reimburse the E.P.F. amount deducted every month from his/her salary due amount and also Foreign Employer equal contribution amount to

parent organization by Demand Draft. The same will be credited in his/her E.P.F. regular account under his/her common Universal Account Number (U.A.N.).

**14. Departmental Inquiry:** If a departmental inquiry is to be initiated against the Officer/staff during his/her deputation, the Major Port Trust can revert back the officer to his parent organization.

**15.** The subsistence allowance only for the period between suspension and repatriation shall be paid by the Major Port Trust.

**16. Premature reversion of deputationist to parent organization:** As and when a situation arises for premature reversion to the parent organization of the deputationist, his services could be so returned after giving an advance notice of three months to his parent organization and the employee concerned. However, Ministry, in exceptional circumstances, may return the services of the deputationist to his parent cadre without such advance notice.

**17. Residuary matters:** In all matters relating to conditions of service and benefits/facilities in the Major Port Trust not covered by item Nos. 1 to 16 above, the Officer/ staff will be governed by the existing rules, regulations and orders of the Major Port Trust.

**18. Relaxation of conditions:** Any relaxation of these terms and conditions will require the prior concurrence of the Ministry.