No..A9/Dy.CVO/Deputation/2026/S Dated:28.11.2026

Sub:- Filling up the post of Dy.Chief Vigilance Officer, Cochin Port Authority in the Scale of Pay of Rs.60,000 -1,80,000/- (Pre -revised Rs.24,900 -50,500) on deputation basis reg.

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1. Applications are invited for filling up of one post of Deputy Chief Vigilance Officer in the IDA scale of pay of ₹60,000-1,80,000/- (pre-revised ₹24,900-50,500/-), at Cochin Port Authority by Deputation, as per the Recruitment Rules from Officers of Major Port Authority / Central Govt. / State Govt. / Public Sector Undertakings or Autonomous Body. The previous notification for this position A9/Dy.CVO/Deputation/2024/S, dated 10.07.2026 has been cancelled. All previous applicants must submit a fresh application to be considered for this opening.

2. As per RR, deputation is to be made from officers of Major Ports holding posts in the pay scale of Rs.50000-160000 (Pre-Rev.Rs.20600-46500 and Rs.10750-16750) with 3 years regular service in the grade failing which from officers of the Central Government/State Govt./PSUs/Autonomous Bodies with similar grade in the CDA pattern of Scale of Pay of Rs. 47,600 -1,51,100 (level 9), pre - revised PB -2 + Grade Pay Rs.5400/-, with 3 years of experience in such grade of equivalent level. A copy of the Recruitment Rule is enclosed at **(Annexure-I).**

3. Applications of suitable and willing officers, who satisfy the provisions of the Recruitment Rules for the post of Deputy Chief Vigilance Officer, Cochin Port Authority, may please be forwarded as per proforma enclosed **(Annexure – II),** along with the following documents, duly superscribing the envelope as “Application for the post of Dy. Chief Vigilance Officer under Cochin Port Authority”, so as to reach the office of Secretary, Cochin Port Authority, Willingdon Island, Cochin-682009 on or before 27.01.2027.

a. Attested copies of ACRs/APARs of the applicant for the preceding five years. If ACRs/APARs for last 5 years is not available "No Report Certificate' may be furnished along with the ACRs/APARs of preceding years.
b. Attested copies of certificates of academic qualifications to prove eligibility.
c. An undertaking of the applicant not to withdraw the candidature, if selected.
d. Vigilance and Administrative clearance of the concerned Port/Organisation/ Department in the Proforma prescribed by the Ministry **(Annexure-III).**

e. Certificate to be given by HoD of the respective organization. **(Annexure-IV)**

f. The veracity of the University Certificates and the recognition of the Degree obtained by the applicant may be ensured and certified.

4. 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. Vigilance report is to be furnished in the format prescribed at **(Annexure-III).**

5. The crucial date of determining eligibility will be the last date of receipt of application i.e 27.01.2027.

6. The Ports / Organizations /Departments are required to forward the application of the applicants with the requisite documents on or before the date of closing i.e.27.01.2027. In case of receipt of advance copy of application in respect of any applicant, candidature of the candidate will not be considered by Cochin Port Authority if the application is not received through proper channel by Cochin Port Authority within 15 days of the last date of receipt of application. Incomplete application or application received after the due date will not be considered.

7. The appointment will be governed as per the terms of Deputation specified at **(Annexure-V)**.

8. The authority forwarding the application is requested to verify that the application is in order. Application received without the forwarding authority's certificate, as prescribed in the enclosed proforma, will not be considered**. (Annexure-IV).**

Encls: As above.

Sd/-
SECRETARY

Annexure-I

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
1	Dy. Chief Vigilance Officer	1	Class I	13000-350-18250	Selection	NA	N.A.	N.A.	2	[1][By deputation]	[1][Deputation from officers of Major Port Trusts holding posts in the pay scale of Rs. 20,600 -46500 (Rs. 10750-16750 pre-revised) with 3 years regular service in the grade failing which from officers of the Central Government/State Govt./PSUs/ Autonomous Bodies with similar grade.]	Deputation will normally be for a period of 3 years and in any case, not to exceed 5 years.

[1] Substituted w.e.f. 25-10-2014 vide Ministry of Shipping Notification No.PR-12012/2/2011-PE-I published in the Gazette of India under G.S.R. 849 (E) dated 25-10-2014

Annexure-II

APPLICATION FORM

Photograph
(3.5 cm x 3.5 cm)

POST APPLED FOR: Deputy Chief Vigilance Officer

1. Full Name (in block letters) :

2. (a) Address for communication :

   (b) Telephone No. / Mobile No. :

   (c) Fax / E-mail address :

3. Date of Birth :

4. Date of Retirement :

5. Whether belongs to SC / ST / OBC (Please ✓ in relevant box) : SC ☐ ST ☐ OBC ☐ GEN ☐

6. Present post with scale of pay

7. Date of continuous appointment in the present post :

8. Date of first appointment in Class – I cadre of the Port Trust :

9. Educational and other qualifications :

Examination	University	Year of passing	Class and percentage obtained	Special Subjects

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

Pay scale	Period					
	on Regular basis		on Officiating basis		Against Temporary post	
	From	To	From	To	From	To

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

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

11. Details of employment / experience in chronological order :

Name of the Organisation	Posts held	Scale of pay	From	To	Nature of duties

12. Languages Known (Read, Write and Speak) :

13. Any other information desired to be furnished :

I do hereby declare that the particulars furnished above by me are correct 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 and in the event of any selection to the above post, I will not withdraw and undertake to accept the appointment / posting.

(Signature of the Applicant)

Place:

Date:

ANNEXURE - III

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

1. Name of the Officer (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 officer belongs : Including batch/year cadre etc, wherever applicable

7(A) 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 PSUs etc.)	From	To

7(B) Whether the Officer has functioned as a CVO in part time or additional charge capacity (details thereof) :

7(C) Whether the officer is currently placed under Suspension :

DATE:

(NAME AND SIGNATURE)

VIGILANCE PROFILE OF OFFICERS FOR WHOM VIGILANCE COMMENTS/CLEARANCE BEING SOUGHT

(To be furnished by the CVO or HOD)

Name of the Officer :

8. Whether the officer has been Placed on the "Agreed List" or "List of officer of Doubtful Integrity". (If yes, details to be given) :

9. Whether any allegation of misconduct involving vigilance angle was examined against the officer during the last 10 years and if so, with what result. :

10. Whether any punishment was awarded to the officer during the last 10 years and if so, the date of imposition and details of the penalty :

11. Is any disciplinary / criminal proceedings chargesheet pending against the Officer as on date. (If so, details to be furnished – Including reference no., if any, of the Commission) :

12. Is any action contemplated against the officer as on date. (If so, details to be furnished) :

13. Whether any complaint with vigilance angle is Pending against the officer (if so, details to be furnished.) :

(Name & Signature)

Date:

Annexure-IV

Certificate to be given by the Head of the Office

Certificate in respect of Shri / Smt _____
(Name & designation)

1. It is certified that the particulars furnished by the applicant are correct and he / she fulfil the eligibility criteria.

2. The veracity of the qualification certificates and caste certificates submitted by the applicant are ensured and certified

3. It is certified that no disciplinary / vigilance case is pending or contemplated against the applicant and he/she is clear from the vigilance angle.

4. His / Her integrity is certified.

5. It is certified that no major / minor penalties have been imposed on the Officer during the last 10 years.

6. Attested copies of ACRs for the last five years are enclosed.

Signature of the Head of the Office
Name along with official seal

Dated:

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.