

File No: A/Marine/Cont./Op.  
Staff/Floating Crafts/Tanker  
Terminal/S

Cochin Port Trust

### NOTE

Sub:- General Administration/GAD- A Section - - Engagement of operational staffs on Contract basis for Floating crafts/Tanker Terminal and Fire Division of Marine Dept.

Note #116 Sreejith R, MANAGER(A SECTION-2), 03-Jul-2025 09:09 AM

The Selection Committee envisage at [Note Para #112](#) has been approved by the then Chairperson for selection of Structural design engineer for CFH project. (Attached Click)

As such, if approved, we may constitute a Selection Committee for all contract appointment as under :-

**Engagement with consolidated pay of Rs.60,000/- and above shall be as under :-**

Chairperson	- Chairman of the committee
Deputy Chairperson	- Member
Secretary	- Member
HOD in charge of the department in which vacancy occurs	- Member
Member representing OBC	- Member
Member representing SC/ST	- Member

The Chairperson may nominate any officer of the Board or a specialised person in the relevant field who not in the service of the Board, to be a member of the Selection Committee of contract employees, if deemed necessary.

**Engagement with consolidated pay of Rs.40,000/- up to Rs.59,999/- shall be as under :-**

Deputy Chairperson	- Chairman of the committee
Secretary	- Member
HOD in charge of the department in which vacancy occurs	- Member
Member representing OBC	- Member
Member representing SC/ST	- Member

The Chairperson or Chairman of the Selection Committee may nominate any officer of the Board or a specialised person in the relevant field who not in the service of the Board, to be a member of the Selection Committee of contract employees, if deemed necessary.

**Engagement with consolidated pay below Rs.40,000/- shall be as under :-**

HOD in charge of the department in which vacancy occurs	- Chairman of the committee
Secretary	- Member
Member representing OBC	- Member
Member representing SC/ST	- Member

Interview / Test is not mandatory for Contract appointments considered / deemed to be a Class III & IV post. The Chairperson or

Chairman of the Selection Committee may alter the decision, if it considered necessary of any respective post.

The Chairperson or Chairman of the Selection Committee may nominate any officer of the Board or a specialised person in the relevant field who not in the service of the Board, to be a member of the Selection Committee of contract employees, if deemed necessary.

In view of the above, approval of Chairperson's is requested for the constitution of the Selection Committee on contract as mentioned above.

Submitted please.

Note #117 Loyid Joe Raju, ASST.SECRETARY (GR.I), 03-Jul-2025 12:23 PM

The submission at [Note Para #116](#) with regard to constitution of selection committee is submitted for approval please.

Note #118 Meera Krishna, SR. ASST. SECRETARY(ADMN), 06-Jul-2025 07:13 PM

With reference to [Note Para #113](#) , it is submitted that the selection committee for the post of Tug Handler was not as such approved by the Chairperson.

In this regard, kindly refer to the proposal at [Note Para #116](#)  
In continuation, for the selection committee for the posts whose consolidated pay is below Rs 40000, in addition to the suggestion as above, a Class I Officer of the concerned department at the level of Dy. HOD or below may also be a member.

If approved, the selection committee for contract engagements may be constituted accordingly. Accordingly, if approved, the Dy Chairperson may kindly fix a convenient date and time for the selection to the contract post of Tug Handler at a consolidated pay of Rs 50000, please.

Submitted for approval, please.

Note #119 R Satish, SR. DS, 07-Jul-2025 10:21 PM

Since the selection committee for the post of Tug Handler was not as approved by the Chairperson.  
Proposal at [Note Para #116](#) for constitution of selection committee for contract engagements may please be approved.  
Accordingly, if approved, Dy Chairperson may kindly fix a convenient date and time for the selection to the contract post of Tug Handler at a consolidated pay of Rs 50000, please.

Submitted for approval, please.

Deputy Chairperson  
Chairperson

Note #120 ( Seen. ) R Satish, SR. DS, 07-Jul-2025 10:22 PM

Note #121 Satish Honnakkatte, DY. CM, 09-Jul-2025 01:06 PM

The proposal at [Note Para #116](#), may be approved please. In addition, for the selection committee for the posts whose consolidated pay is below Rs 40000, a Dy. HOD may also be included as a member, if approved.

Note #122 B. Kasiviswanathan ., CHAIRMAN , 09-Jul-2025 06:06 PM

Approved