



सत्यमेव जयते

THE GAZETTE OF INDIA



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MINISTRY OF SURFACE TRANSPORT
(Ports Wing)
New Delhi
the 30th December, 1985.

NOTIFICATION

GSR 945(E) :- In exercise of the powers conferred by Sub-section (1) of Section 124 read with Sub-section (1) of Section 132, of the Major Port Trusts Act, 1963 (38 of 1963), the Central Government hereby approves the following Regulations of the Calcutta Port Trust as set out in the Schedules attached :-

- (1) The Calcutta Port Trust Employees' (Other than Haldia Dock Complex), (Recruitment, Seniority and Promotion) Regulations, 1985.
 - (2) The Calcutta Port Trust (Haldia Dock Complex) Employees' (Recruitment, Seniority and Promotion) Regulations, 1985.
2. The said regulations shall come into force from the date of publication of this Notification in the Official Gazette.

[F. No.PW/PER-4/84]

NOTIFICATION

The Calcutta Port Trust employees'

(Other than Haldia Dock Complex)

(Recruitment, Seniority and Promotion)

Regulations, 1985

In exercise of the powers conferred by Section 28 read with Section 124 of the Major Port Trusts Act, 1963 (Act 38 of 1963) and in supersession of all previous rules, regulations, bye-laws, framed in this respect, except thing done or omitted to be done under the said rules, regulations or bye-laws before such supersession, the Board of Trustees of the Port of Calcutta hereby makes the following regulations namely :-

1. **Short title and commencement :-** (i) These Regulations may be called the Calcutta Port Trust Employees' (Other than Haldia Dock Complex) (Recruitment, Seniority and Promotion) Regulations, 1985 (as modified upto 1st June, 1992).

(ii) The Regulations including the amendments shall come into force from the respective dates of publication in the Official Gazette.

(2) **Application :-** They shall apply to all posts mentioned in the Schedule.

(3) **Definitions:-** In these regulations, unless there is anything repugnant in the subject or context,

(a) "Act" shall mean the Major Port Trust Act, 1963.

(b) "Appointing Authorities" :- Appointing Authority Means appointing authority as specified in Schedule 'B'.

(c) "Board", "Chairman", "Dy. Chairman" and "Head of a Department" shall have the same meanings as assigned to them respectively in the major Port Trusts Act, 1963.

(d) "Cadre" means the strength of a service, or a part of a service sanctioned as a separate unit consisting of posts or categories of posts in the Calcutta Port Trust excluding Haldia Dock Complex the incumbents of which are eligible to be considered for transfer or for promotion by seniority-cum-fitness or seniority-cum-merit when vacancies in higher posts occur in the same service or part of the service.

(e) "Classification of Posts":- All posts, temporary or permanent, under the Board shall be classified as class I, Class III and Class IV posts as defined in Schedule 'A' here to or from time to time.

(f) "Direct recruit" shall mean a person recruited from outside to a post, on the basis of an examination or interview or both and include a departmental candidate who may be allowed to sit for such examination and/or may be granted such an interview and selected.

- (g) "**Duty Post**" means any post of a particular type, whether permanent or temporary.
- (h) "**Employee**" shall mean an employee of the Board in any post or capacity and shall include artisans and other monthly rated employees whether skilled or unskilled and porters and labourers in category 'A' i.e. permanent decasualised shore labourers and their Sirdars and shall also include any such person on foreign service or whose services are temporarily placed at the disposal of the Board and also any person in the service of the Central or State Government or a local or other authority whose services are temporarily placed at the disposal of the Board.
- (i) "**Ex-employees**" shall include casual workers employed as leave substitute or against casual vacancies and also "retrenched workmen" within the meaning of the Industrial Disputes Act, 1947.
- (J) "**Grade**" shall mean any of the grades specified in the Schedule or posts prepared sanctioned by the Board under Section 23 of the Act.
- (k) "**Permanent employees**" in relation to any grade or posts shall mean an employee who has been substantively appointed to a substantive vacancy in that grade or post.
- (l) "**Schedule**" means schedule annexed to these Regulations.
- (m) "**Scheduled Castes**" and "**Scheduled Tribes**" shall have the meanings assigned to them in Clauses (24) and (25) of Article 366 of the Constitution of India,
- (n) "**Selection Committee**"/"**Promotion Committee**" shall mean the Committees constituted from time to time under Regulation (5) for the selection of candidates by means of a competitive examination, trade, practical or other test or interview or a combination of these for appointment to posts reserved for direct recruitment as also for selecting candidates for promotion to Selection posts from amongst the departmental candidates.
- (o) "**Select List**" in relation to any grade or post means the select list prepared in accordance with Clause 19 of these Regulations
- (p) "**Selection Post**" shall mean all posts which may be declared from time to time as such by the Board of Trustees.
- (q) "**Temporary Employee**" in relation to any grade or post means an employee holding a temporary or officiating appointment in that grade or post.

4. (A) **Authorised permanent and temporary strength** :- Subject to variation depending upon work-load, the Authorised permanent and temporary strength of the various grades shall be as mentioned in the Schedule 'C'.

(B) **Gradation list of Employees** :- A gradation list of employees, both temporary and

permanent shall be maintained section wise or unit wise for each grade.

5. Constitution of "Selection Committee"/"promotion committee":- Selection Committee/promotion Committee shall be constituted for each category of posts [Other than the posts covered by sub-clauses (i) and (ii) of clause (a) of sub-section (1) of Section 24 of the Act] as indicated below :-

(a) For all class I posts other than those specified in clause (a) of sub-section (1) of section 24 as also all class II posts in the entry grades, the Committee shall consist of-

- (i) the Dy. Chairman,
- (ii) the Financial Adviser & Chief Accounts Officer,
- (iii) one Head of Department to be nominated by the Chairman for a specified period,
- (iv) the Head of the Department under whom the vacancy exists,
- (v) the Secretary.

The Chairman may co-opt one or more members, if necessary,

The Dy. Chairman and in his absence the Secretary shall preside over the meetings of this Committee.

(b) In respect of all class II posts other than those specified in clause (a) as also Supervisory class III posts as may be specified by the Chairman/Dy. Chairman from time to time, the Committee shall consist of--

- (i) the Head of the Department concerned.
- (ii) the senior most Dy. Chief Accounts Officer, and
- (iii) a Deputy secretary.

As far as possible, the Head of the Department concerned and Sr. Dy. Chief Accounts Officer shall attend the meetings personally. If, however, they can not attend the meetings personally due to unavoidable reasons they may be represented at the meetings by the next senior most officer. The Head of the Department concerned, if present, and in his absence, the officer deputing for him, shall preside over the meetings of the Committee.

(C) Departmental Selection Committee for Class III posts other than those covered by (b) above and class IV posts shall be constituted by the concerned Head of Department for selection through competitive examination, written test, trade, practical or other test or interview or any combination of these, as and when the occasion arises. The composition of the Committee shall be determined by the concerned Head of Department depending upon the

nature of the appointment.

Note:- In the case of candidates belonging to a Scheduled Caste or a Scheduled Tribe, interview should be held to the extent possible on a day other than that on which general candidates are interviewed so that the suitability of candidates belonging to the Scheduled Castes and the Scheduled Tribes is not assessed in comparison with that of the general candidates. The selection Committee should also include a Port Trust Officer belonging to a Scheduled Caste, or a Scheduled Tribe when candidates belonging to the Scheduled Castes or the Scheduled Tribes are interviewed.

(d) Notwithstanding anything contained in this regulation, it shall be open to the Chairman to engage a Consultant or a firm of Consultants to advise and assist the appointing authority in the matter of making selection of candidates for appointment to different posts by direct recruitment.

6. Appointments, filling up of vacancies and method of recruitment--

(i) All appointments to posts to which these Regulations apply shall be made in accordance with provisions of these Regulations. Appointments may be either by promotion or transfer of employees or by direct recruitment.

(ii) Promotion or appointment to all selection posts and appointment to non-selection posts shall be made on the recommendation of the appropriate Selection Committee, provided that it shall be open to the Appointing authority to make appointment to vacancies in Class III and Class IV cadres from panels of ex- employees, where such panels are maintained.

(iii) Officiating appointment to a higher post whether on "selection" or "non-selection" basis will not confer on any such appointee any right of future appointment to the post.

(iv) The age limits, educational qualifications and experience for direct recruitment and promotion to various posts, classification of posts, as "selection" or "non- selection" posts as also the categories of post (s) from which such promotion is to be effected shall be, in respect of class I and class II posts, as shown in the schedule and in respect of class III and IV employees as may be laid down by the Chairman or the Dy. Chairman. Provided that the prescribed upper age limits may be relaxed---

(a) by the Chairman upto 5 years where the minimum experience prescribed is 10 years or more and upto 3 years where the minimum experience prescribed is 5 to 9 years.

(b) In the case of a candidate who is an ex-serviceman, i.e. ex-employee of India's Defence Forces and who has put in not less than six months' continuous service in the Defence Forces, to the extent of the service rendered by him in the Defence Forces plus three years where the vacancy to be filled is a vacancy reserved for such ex-servicemen and dependents of those killed in action and to the extent of the service rendered by him in the Defence Forces where the vacancy to be filled is an unreserved vacancy provided further that the prescribed lower

age limit and educational and other qualifications may, for good and sufficient reasons, to be recorded in writing, be relaxed by the Chairman, if a candidate is otherwise found suitable and well qualified.

(v) Vacancies for direct recruitment in the various grades shall be reserved for persons belonging to Scheduled Castes and Scheduled Tribes in accordance with the general or special orders or directions issued from time to time by the Central Government for appointment to services under it.

(vi) Vacancies for direct recruitment in the various grades may also be reserved for persons of other specified categories other than those belonging to Scheduled Castes and Scheduled Tribes on the analogy of general or special orders or direction that may be issued by the Central Government from time to time in regard to appointment of persons of such specified categories to services under them.

(vii) Relaxation of age limits as may be allowed by the Central Government by general or special orders or directions to candidates belonging to the Scheduled Castes, Scheduled Tribes or any other specified categories who may apply for appointments under the Board.

(viii) Any general order or direction issued by the Central Government from time to time for reservation of vacancies in the various grades, which are filled by promotion, for persons belonging to the Scheduled Castes and Scheduled Tribes or for granting any special concession to such persons may also be adopted, subject to the sanction of Board on terms, if any, as may be laid down by them.

(ix) Maintenance of roster:- A roster shall be maintained by the Head of Department for each grade in his department to show whether a particular vacancy should be filled by direct recruitment or promotion.

(x) Orders issued by the Central Government from time to time for the reservation of appointment to posts under it in favour of ex-servicemen and dependents of those killed in action shall also apply to appointments covered by these regulations and to which direct recruitment is made.

7. Probation :-

(i) Every person appointed to a Class I or Class II post by direct recruitment or by transfer or by promotion shall be on probation for a period of two years from the date of his appointment. Every person similarly appointed to a grade or post in Class III or Class IV by direct recruitment, promotion or transfer shall be on probation for a period of one year from the date of his appointment.

(ii) The prescribed period of probation, in any case, if the Appointing Authority deems fit may be extended. An appointee may prefer an appeal against any such order for extension of probation period.

(iii) During the period of probation, any employee may be required to undergo such training and to pass such tests during probation as the Board may from time to time prescribe.

8. Confirmation of employees on probation: Confirmation will be made only once in the service of an employee which will be in the entry grade. When an employee appointed on probation to any grade or post has passed the prescribed test or has completed his probation to the satisfaction of the Appointing authority, he shall be eligible for holding that grade or post on regular basis.

9. Discharge or reversion of an employee on probation:

(i) An employee, on probation who has no lien on any post under the Board, is liable to be discharged from service if, on the basis of his performance or conduct during the period of probation, he is considered unfit for further retention in the service or in the post to which he has been appointed.

(ii) An employee on probation as mentioned in (i) above, shall continue to have the status of an employee on probation during the prescribed and/or extended period of probation and if he is allowed to continue as such pending final decision about retention or discontinuance of his service, any such continuance in service shall also be regarded as service on probation and shall not confer any right for confirmation in a post, service or grade.

(iii) An employee on probation who holds a lien on a post under the Board may be reverted to such post at any time in any of the circumstances specified in (i) above.

(iv) An employee on probation who is not considered suitable for confirmation/regular appointment at the end of the prescribed period of probation under sub-regulation (i) of Regulation 7 or at the end of the extended period of probation, if any under sub regulation (ii) of that Regulations, shall be discharged or reverted in accordance with the provisions under sub-Regulation (i) or (ii) above, as the case may be.

10. Seniority: The inter-se seniority of persons recruited directly and promoted to any grade shall be regulated in accordance with the following principles:

(i) The inter-se seniority of two or more employees in a grade shall be determined on the basis of the total length of service in that grade, provided that, when appointment to a grade has been made on the basis of 'selection', inter-se seniority shall be determined according to their ranking at the time of selection.

(ii) When two or more employees on the same grade have identical seniority position after applying the criteria under sub-Regulation (i), the employee who has longer total length of service in the same class of post shall be senior to the others. If this is also identical, the employee who is older in age shall be considered as senior.

(iii) If a person is directly recruited to a post and another person is promoted to a post in the same grade on the same date, latter shall be considered as senior. This cannot be applied

for inter-se seniority.

(iv) If an employee who is transferred to another department at his own request or is adjusted in that department against any available vacancy after being rendered, considered or declared surplus in the department to which he belongs, his seniority in any grade in the department to which he has been so transferred, shall be reckoned from the date of such transfer.

(v) An employee who is transferred from one department to another in the interests of the Board shall be allowed to count his service in the original department for the purpose of his seniority in the new department.

(vi) Where, under the prevailing practice, seniority in a particular department is maintained or determined section-wise or as panel, the above provisions shall be applicable to all employees in that particular section/unit/or panel,

Provided that the Chairman/Dy. Chairman may make a deviation from any such prevailing practice in the interest of the Board for reasons to be recorded in writing.

Notwithstanding anything contained in sub-regulations (i) to (vi) the seniority already determined prior to commencement of these regulations shall remain unaffected.

11. Application for direct recruitment.

(A) The Chairman or Dy. Chairman may issue general order or special directive from time to time laying down the form and manner in which applications for appointment shall be made and the documentary evidence that shall be produced by the applicants in support of their age, qualifications and/or experience.

(B) Eligibility.

In order to be eligible for direct recruitment to any grade or post, a candidate shall be either --

- (a) a citizen of India, or
- (b) a subject of Nepal, or
- (c) a subject of Bhutan, or
- (d) a Tibetan refugee who came over to India before the 1st January, 1962 with the intention of permanently settling in India, or
- (e) a person of India origin who have migrated from Pakistan, Burma, Ceylon and East African countries of Kenya, Uganda and the United Republic of Tanzania (formerly Tanganyika and Zanzibar) with intention of permanently settling in India.

(f) Such other persons or class of persons as the Board may decide;

Provided that a candidate belonging to categories (b), (c), (d) and (e) shall be a person in whose favour a certificate of eligibility has been given by the Government of India and if he belongs to category (e) the certificate of eligibility will be issued for a period of one year, after which such a candidate will be retained in service subject to his having acquired Indian citizenship;

Provided further that a candidate in whose case a certificate of eligibility is necessary may be provisionally appointed pending the issue of the necessary certificate in his favour by the Central Government.

(C) No one shall be eligible for appointment to any grade or post if.-----

(i) the candidate, being a male candidate has more than one wife living or, having a spouse living, marries in any case, in which such marriage is void by reasons of its taking place during the life time of such spouse, or

(ii) the candidate, being a female candidate, has her marriage void by reason of the husband having a wife living at the time of such marriage or has married a person who has a wife living at the time of such marriage. Provided further that the Chairman may, if satisfied that there are special grounds for doing so and for reasons to be recorded in writing exempt any candidate from the operation of the above sub-rule.

(iii) Other conditions for eligibility for appointment to a Class I or Class II post shall be as may be prescribed by the Board and those for appointment to a grade or post in the other classes of service by the Chairman or the Deputy Chairman in such manner as may be deemed fit.

(D) Character and antecedent to be suitable :

A candidate must satisfy the appointing authority that his character and antecedents are such as to make him suitable for appointment to a grade or post.

(E) (i) The decision of the appointing authority on the question whether a candidate does or does not satisfy any or all the requirements of these rules shall be final.

(ii) The Chairman may with the prior approval of the Central Government modify or waive any of the requirements of Regulation 11 (B) when an appointment for work of a special nature is to be made and it is not practicable to obtain a suitable candidate who fulfils the requirements of these regulations.

(F) Physical fitness:

A candidate must be in good mental and bodily health and free from any physical defects

which are likely to affect the requirements of service under the Board and must pass such medical examination as may be prescribed by the Board before being eligible for appointment to any grade or post.

(G) Payment of Application fee:

A candidate shall, at the time of making the application, pay such fees as the Chairman or the Deputy Chairman may prescribe.

12. Manner of direct recruitment :

All appointments by direct recruitment shall be made by the appointing authority on the recommendation of the concerned Selection Committee, Consultant, or a firm of Consultants, as the case may be:

Provided that it shall be open to the Chairman, for reasons to be recorded in writing, not to accept such recommendation in any particular case:

Provided further that where the appointing authority is subordinate to the Chairman and that authority disagrees with such recommendation in any case, it shall record its reasons for such disagreement and submit the case to the Chairman who shall decide the same;

Provided also that in the case of vacancies of purely temporary nature and leave vacancies, if a person recommended by the concerned Selection Committee, Consultant, or a firm of Consultants, as the case may be, for inclusion in the waiting list referred to in Regulation 19 is not available, the Chairman may, at his discretion, appoint suitable persons in such vacancies for a period not exceeding six month, subject to the condition that-----

(i) No candidate who has completed a total service of six months shall be re-appointed or continued, unless he is selected by the concerned Selection Committee, Consultant or a firm of Consultants, as the case may be.

(ii) the service of the persons appointed on a purely temporary basis may be terminated, as soon as a candidate selected by the concerned Selection Committee, Consultant or a firm of Consultants, as the case may be, is available;

Provided also that in case of immediate necessity and when the waiting list is used up, a purely temporary appointment may be made by the Chairman or the Deputy Chairman, pending selection by the appropriate Selection Committee, Consultant, or a firm of Consultants, as the case may be.

13. Posts in Class I, Class II and in Class III (Technical) cadres intended to be filled by direct recruitment shall be advertised and a copy of the advertisement shall be sent to the local Employment Exchange. In all other cases, recruitment through local Employment Exchange shall be made and such posts shall only be advertised, if the Employment Exchange gives a non-availability certificate.

14. Grant of higher starting pay or condonation of Physical defects in certain cases:

The Selection Committee, Consultant, a firm of Consultants, as the case may be, may, besides recommending candidates for appointment, also recommend, in deserving cases, grant of higher starting pay or condonation of any Physical defects in respect of them.

15. Canvassing support to be disqualification :

Any endeavour on the part of a person or his relations or friends to canvas support by direct or indirect method for his application for appointment in the Board's service or for promotion to a higher post shall disqualify him for the appointment or promotion.

16. Suppression of facts.

Any candidate who is found to have knowingly furnished any particulars which are false or to have suppressed material information of a character, which if known, would ordinarily have debarred him from getting an appointment in the Board's service is liable to be disqualified, and, if appointed, to be dismissed from service.

17. Eligibility of existing employees for direct recruitment:

When the posts required to be filled by direct recruitment are advertised, employees already in service may also apply, provided that they possess the prescribed qualifications and experience.

18. Conduct of written or practical tests in certain cases:

The Chairman in the case of Class I posts and the Chairman or the Deputy Chairman in the case of other posts, may decide whether a written or practical test or both should be held and also name of the officer who should hold the said test and manner in which the test should be held and other details thereof.

19. List of approved candidates for appointment:

The selection Committee, Consultant or a firm of Consultants, as the case may be, may recommend in the order of merit, as adjudged by it, the names of the selected candidates to be kept in waiting list for consideration for appointment to posts earmarked for direct recruits .Such a list may be deemed to be valid for a period of 12 months from the date on which the list is finalised. Such of the candidates on the waiting list as are likely to be offered appointment in appropriate vacancies within a reasonable period may be informed that their names have been kept on the waiting list for being absorbed in vacancies likely to arise in the near future.

20. Cancellation of appointment orders:-

If a candidate selected for the post earmarked for direct recruits fails to join duty

within the date mentioned in the appointment order and where no such date is mentioned, within 30 days of the date of issue of the appointment order, or within such extended period as the Chairman may fix, the appointment order shall be deemed to have been cancelled.

21. Payment of traveling allowance for attending interviews:

In the case of posts filled by direct recruitment, all journeys which the candidates (including persons already in the service of the Board) may have to perform for the purpose of written and practical test or interview shall be at their own costs, except in cases where payment of traveling expenses may be allowed by the Chairman/Deputy chairman under special circumstances. Candidates belonging to Scheduled Castes or Scheduled Tribes called for written and practical test or interview may be granted traveling allowance in accordance with the Board's orders from time to time in this behalf.

22. Employment of near relative of deceased employees:

Notwithstanding anything contained in these regulations, the Chairman or the Deputy Chairman may dispense with the normal procedure of recruitment prescribed in these regulations and appoint the legitimate son or daughter or a very near relative or surviving spouse of an employee of the Board who dies while in service, if the person to be so appointed possesses the prescribed qualifications and experience and is otherwise found suitable.

Note : The reasons for departing from the normal procedure of making appointments shall be recorded in writing while exercising the power under this regulation. The object of this provision is to render help to the family in indigent circumstances.

23. Part-time appointment:

The Chairman may appoint any person or persons on a Part-time basis for a specific period, not exceeding two years at a time, and on such other terms as may be specified by him from time to time

24. Procedure for promotion:

(1) (a) Where promotion is to be made to a 'non-selection' post, the employee who is seniormost in terms of Regulation 10 of the cadre from which promotions are made shall be considered for promotion.

(b) Where promotion is to a 'selection post', the field of selection as per seniority in terms of Regulation 10 shall not be less than three times and more than five times the number of vacancies subject to employees with necessary qualifications and experience being available. The Departmental Promotion Committee/Selection Committee may alter these limits to suit exceptional circumstances. Alteration of zone of consideration should be with the prior approval of the Chairman and not at the discretion of the Departmental Promotion Committee/Selection Committee.

(2) The following principles and procedures shall normally be observed for making departmental promotion:

(a) In case of promotion to a selection post:

(i) In case of promotion to a selection post which involves promotion from a post in **lower class to a post in higher class** (i.e. promotion from Class III to Class II and so on), the Departmental Promotion Committee/Selection Committee shall assess the merit of the employees for the higher post by considering all relevant records concerning the employees (including his ACRs) and through test and/or interview as may be considered necessary and grade the employees concerned as '**outstanding**', '**very good**' and '**good**' and arrange their names in a select list in such a way that all those graded 'outstanding' shall, be senior to those graded as 'very good' and those graded 'very good' shall be senior to those graded as 'good' and so on. In case of promotion of an employee involving change of class from **Class IV to Class III**, no test/interview shall ordinarily be held. For such promotions the principle and procedure laid down in Clause (a) (ii) below shall be observed. No employee shall be recommended for promotion to a higher post unless the Departmental Promotion Committee/Selection Committee satisfy themselves that the candidate possesses necessary aptitude and traits required for such higher post such as personality, educational qualifications, experience, initiative, strength of character, integrity and readiness to assume individual responsibility.

In assessing the merits of employees on comparative basis the ability, energy, initiative, temperament, quality of work, sense of responsibility, integrity etc. of the employee concerned shall be taken into consideration for a period of time, normally for a period not less than three years, for which over and above the ACRs of the concerned employees the reports of three different superior officers on the items mentioned above may also be taken into account, if necessary.

In case of promotion to '**Selection post**' other than those mentioned above, the same procedure shall be followed.

ii) In case of promotion to Selection posts other than mentioned in Clause (i) above, the Departmental Promotion Committee/Selection Committee shall assess the merit of the employee for the higher post on considering all relevant records concerning the employee including his ACRs and grade the employees concerned as '**outstanding**', '**very good**' and '**good**' and arrange their names in a select list in order of their seniority in such a way that all those graded 'outstanding' shall be senior on the select list to those graded as 'very good' and those graded 'very good' shall be senior to those graded 'good' and so on. No employee shall be recommended for promotion to a higher post unless the Departmental Promotion Committee/Selection Committee satisfy themselves that the candidate possesses the necessary aptitude for the higher post such as personality, educational qualification, experience, initiative, strength of character, integrity and readiness to assume individual responsibility.

In assessing the merits of employees on comparative basis the ability, energy, initiative, temperament, quality of work, sense of responsibility, integrity etc. of the employee concerned shall be taken into consideration for a period of time (normally for a period not less than 3

years) for which over and above the ACRs of the concerned employee, reports of three different superior officers on the items mentioned above may also be taken into account, if necessary.

(b) In case of promotion to a non-selection post:-

(i) The Departmental Promotion Committee/Selection Committee shall consider all relevant records for preceding three years concerning the employee, including his ACRs and he shall be recommended for promotion to a higher post provided his records show that he possesses the necessary aptitude and traits required for the higher post such as personality, educational qualification, experience, initiative, strength of character, integrity and readiness to assume individual responsibilities and is suitable for promotion to such higher post.

(ii) No senior employee who possesses the aptitude and the necessary traits referred to in clause (i) above allowed to be superseded by a person junior to him.

(c) The Departmental Promotion Committee/Selection Committee shall, from time to time, prepare in respect of posts which are required to be filled by promotion, select list of eligible employees from the cadre from which promotions are to be made.

(d) The select list shall be prepared having regard to the provisions contained in Clauses (a) and (b) of this Regulation.

(e) With a view to providing for unforeseen vacancies, the number of employees on such select list shall normally be slightly more than the number of vacancies which are likely to arise in the higher posts during the following twelve months.

(f) When the passing of a test is specified as a condition precedent to appointment to another post on promotion or otherwise, no employee shall be considered for such appointment until he passes the prescribed test.

25. Relaxation of qualifications in certain cases of promotion:

When a post is filled by promotion, the Selection Committee/the Departmental Promotion Committee may relax the academic qualifications, if the candidate to be promoted is otherwise suitable and qualified by reason of adequate experience.

26. Filling up of vacancies by deputation/ transfer/on adhoc basis:

In case of transfer from another department or by deputation of an officer employed under any other Port Authority in India, the Central Government, a State Government or any local authority, Statutory Undertakings or any Government Company as defined in Section 617 of the Companies Act, 1956 (1 of 1956) or Institutions receiving grants from Governments, age limits, qualifications and experience for such appointment shall be as per Schedule 'C' or as per Regulation No.6 as the case may be. The terms and conditions of deputation/transfer shall be as prescribed by the competent Authority.

27. Deputation:

Any employee may be permitted to serve on deputation or foreign service under the control of the Central Government or a State Government, any local authority, Statutory Undertaking or a Government Company as defined in the Companies Act, 1956 (1 of 1956) or Institution receiving grants from Government, on such terms as may be agreed upon by the Appointing Authority.

28. Relaxation of the provisions of the Regulations on individual cases :

Notwithstanding anything contained in these Regulations, the Chairman in the exigencies of work or situations or public interest relax any of the provisions in these regulations provided that the employee/employees likely to be affected by such relaxation shall be given an opportunity to represent against such decision within specified time and any such representation submitted by the employee/employees shall be duly considered by the Chairman. If on such consideration in the opinion of the Chairman the relaxation is required to be made, the reasons for making such relaxation shall be recorded in writing and shall take effect on obtaining approval of the Board.

29. If any question arises as to the interpretation of these regulations or in respect of any matter not herein above subsequently provide for, the same shall be referred to the Central Government who shall decide the same.

30. Saving :

Nothing in these regulations shall affect reservations, relaxation of age limit and other concessions required to be provided for Scheduled Castes and Scheduled Tribes and other special categories of persons in accordance with the orders issued by the Central Government to time in this regard.

Note: The Calcutta Port Trust Employees' (Other than Haldia Dock Complex) (Recruitment, Seniority and Promotion) Regulations, 1985 were published in the Gazette of India Extraordinary) dated the 30th December, 1985 vide G.S.R. No.945(E) dated 30th December 1985. The Regulations were subsequently amended vide 1st Amendment Regulations sanctioned by Central Government vide G.S.R.No.917(E) dated 9th September, 1988. 2nd /amendment Regulations sanctioned under G.S.R. No. 647 (E) dated 27th June 1989, 3rd Amendment Regulations sanctioned under G.S.R. No.636(E) dated 13th July 1990, 4th Amendment Regulations sanctioned under G.S.R. No.832(E) dated 10th October 1990, 5th Amendment Regulations sanctioned vide G.S.R. No.561(E) dated the 11th September 1991, 6th amendment Regulations sanctioned vide G.S.R.No.549(E) dated 28th August 1991 and the same were published in the Gazette of India (Extraordinary) part II, Section 3(i) dated 9th September 1988, 27th June 1989, 13th July 1990, 10th October 1990, 11th September 1991 and 28th August 1991 respectively.

SCHEDULE 'A'

[vide Regulation 3(e)]

CLASSIFICATION OF POSTS

(i) Class I Posts

- (a) all posts of heads of Departments,
- (b) all posts carrying pay or scale of pay (exclusive of allowances), the maximum of which is Rs.1980 *or more per month.
- (c) all posts not covered by (a) and (b) especially declared to be Class I post by the Board.

(ii) Class II posts:

- (a) all posts not covered by (i) above carrying pay or scale of pay (exclusive of allowances), the maximum of which is more than Rs.1679*** per month but less than Rs.1980 * per month.
- (b) all posts covered by (a) especially declared to be Class II posts by the Board.

(iii) Class III posts:

- (a) all posts not covered by (i) and (ii) above carrying pay or scale of pay (exclusive of allowances), the maximum of which is more than Rs.927** but does not exceed Rs.1679***per month,
- (b) posts not covered by (a) especially declared to be a Class III posts by the Board.

(v) Class IV posts:

All posts not covered by (i), (ii) and (iii) above carrying pay or scale of pay, the maximum of which is Rs.927** or below per month.

*--Revised to **Rs.4230** w.e.f. 1.1.1987;to **Rs.7500** w.e.f.1.1.92; to **Rs.15000** w.e.f.1.1.97

--Revised to **Rs.1695 w.e.f. 1.1.1988.; to **Rs. 3315** w.e.f. 1.1.93;to **Rs.7330** w.e.f.1.1.97

***Revised to **Rs.2800** w.e.f. .1.1988; to **Rs5690** w.e.f. 1.1.93; to **Rs.11975** w.e.f.1.1.97.

SCHEDULE 'B'

[Vide Regulation 5(b)]

APPOINTING AUTHORITY

1. Central Government shall be the appointing authority in respect of all posts of Heads of Departments and all other posts the maximum of pay scale of which exceeds Rs.3700*
2. The Chairman shall be the appointing authority in respect of posts the maximum of pay scale of which exceeds Rs.2400** but does not exceed Rs.3700.*
3. The Deputy Chairman shall be the appointing authority in respect of posts the maximum of pay scale of which exceeds Rs.1769*** but does not exceed Rs.2400.**
4. The Heads of Departments shall be the appointing authority in respect of posts the Maximum of pay scale of which does not exceed Rs.1679.***

*-Revised to **Rs.7225** w.e.f. 1.1.1987; to **Rs.10600** w.e.f.1.1.92; to **Rs.23900** w.e.f.1.1.97.

** -Revised to **Rs.5150** w.e.f. 1.1.1987; **Rs.8475** w.e.f. 1.1.92; to **Rs. 16750** w.e.f.1.1.97

***-Revised to **Rs.2800** w.e.f. 1.1.1988; to **Rs.5690** w.e.f.1.1.93; to **Rs.11975** w.e.f.1.1.97

ADMINISTRATION DEPARTMENT

Marine Department

Designation	No.of Post		Classification
	Perm.	Temp.	
1	2	3	4
1. Deputy Director I Marine Department	1	-	1
Scale of Pay Rs.	Whether Selection or Non-Selection Post	Age limit for direct recruits	Educational and other qualifications required for direct recruits.
5	6	7	8

*Rs.17500-400-22300	Selection	Not exceeding 48 years	(i) A Class I Officer of any of the following services having 15 years' experience in that service: (a) Pilot Service (Harbour or River Branch) (b) Dredger & Despatch Services (c) First Class Marine Engineering Service (d) River Survey Service (ii) Must be in possession of licence to Pilot Vessels except in the case of Marine Engineer (First Class MOT).
Whether (a) age, and (b) educational qualifications prescribed for direct recruits will apply in the case of promotees.	Period of probation, if any,	Method of recruitment, Whether by direct recruitment or by promotion or by deputation/transfer and percentage of the vacancies to be filled by various methods	
9	10	11	
(a) No (b) Yes	Two years	By promotion from Deputy Director II of Marine Department having a minimum of 3 years regular service as Deputy Director II of Marine Department, failing which by transfer/Deputation/direct recruitment.	
1	2	3	4
2. Deputy Director II Marine Department	1	-	1
5	6	7	8

*Rs.17500-400-22300	Selection	Not exceeding 45 years	<p>(i) A Class I Officer of the following Marine services having 12 years' experience in that service :</p> <p>(a) Pilot Service (Harbour or River Branch)</p> <p>(b) Dredger & Despatch Services.</p> <p>(c) First Class Marine Engineering Service.</p> <p>(d) River Survey Service</p> <p>(ii) Must be in possession of licence to Pilot Vessels, except in the case of Marine Engineer (1st Class MOT).</p>
9	10	11	
(a) No (b) Yes	Two years	By promotion from the rank of Grade I Pilot in Pilot Service or Commander from Dredger & Despatch service or River Survey Service or Chief Engineers in Marine Engineering Service with First Class Certificate having a total of 15 years of regular service in the Port, failing which by transfer/deputation/direct recruitment.	
1	2	3	4
3. Naval Architect	1	-	1
5	6	7	8

*Rs.14500-350-18700	Selection	Not exceeding 40 years	(i) Degree in Naval Architecture of a recognised University or equivalent as accepted by the Government of India. (ii) Three years' practical experience in a reputed shipyard and in addition 5 years' practical experience in a shipyard drawing office of consulting Engineers' firm .
9	10	11	
Not applicable	Two years	By direct recruitment.	
1	2	3	4
4. Establishment Officer	1	-	1
5	6	7	8
*Rs.9100-250-15100	Selection	Not exceeding 40 years	A recognised Diploma in Social Welfare (Labour Welfare) with three years' experience in dealing with labour matters. OR A graduate with at least 10 years' experience in dealing with establishment matters.
9	10	11	
(a) No (b) Yes	Two years	By direct recruitment. Clerical & Supervisory staff of the Marine Department having a minimum of total 20 years' regular service in the clerical cadre of which 5 years must be in the grade of Head Clerk/Head Assistant and/or Office Superintendent may also	

		be considered for direct recruitment alongwith outside candidates.	
1	2	3	4
5. Superintendent (New Construction) (out of cadre post)	1	-	1
5	6	7	8
*Rs.17500-400-22300	Selection	Not exceeding 40 years	(i) 1st Class MOT (combined or Motor Certificate), (ii) Must have served as Chief Engineer of a foreign sea going vessel or a large vessel in Riverine Port for a period of at least 4 years.
9	10	11	

(a) No (b) Yes	Two years	By transfer from the rank of Commodore Chief Engineer or Chief Engineer Class I Vessel having a minimum of total 5 years regular service as Second Engineer Class I Vessel, Chief Engineer, Class I Vessel, Commodore Chief Engineer Class I taken together, failing which by deputation/direct recruitment. For the purpose of promotion to higher posts, service in this rank will be regarded as equivalent to service in the rank of Commodore Chief Engineer or Chief Engineer Class I Vessel.	
1	2	3	4
6. Safety & Anti-Pollution Officer	1	-	1
5	6	7	8
*Rs.9100-250-15100	Selection	Not exceeding 40 years	(i) At least 2nd Class Master Degree in Chemistry/Applied Chemistry from a recognised University. (ii) Knowledge of statutory rules relating to the Safety and Anti-Pollution operations in Ports.
9	10	11	
(a) No (b) Yes	Two years	By direct recruitment.	
1	2	3	4
7. Inspector	1	-	II

5	6	7	8
*Rs.8600-250-14600 As personal to the existing employees and also to those of such employees appointed/promoted on or after 1.1.92	Selection	Not applicable	Degree in Commerce with 5 years experience in commercial matters (qualification is relaxable in respect of candidates otherwise well qualified).
9	10	11	
No	Two years	By promotion from the seniormost Supervisory Staff of Director, Marine Department's Office, failing which by direct recruitment.	
1	2	3	4
8. Harbour Master (Port/River)	2	-	1
5	6	7	8
*Rs.18500-450-23900	Selection	Not exceeding 50 years	(i) Master's (F.G.) Certificate, (ii) 15 years' experience in pilotage in a riverine Port.
9	10	11	

(a) No (b) Yes, but Officers with First Mate's (F.G.) Certificate or Second Mate's (F.G.) Certificate or Dredge Mate Gr.I Certificate or passing out Certificate from T.S. Dufferin or T.S. Rajendra or Science Graduates who have qualified as Pilot will be eligible.	Two years	By promotion from the rank of Deputy Harbour Master (Port)/(River) having a minimum of total 3 years regular service either as Deputy Harbour Master (Port)/(River) or in the posts of Deputy Harbour Master (Port)/(River). Dock Master and Commander Pilot Vessels taken together, failing which by transfer/deputation/direct recruitment.	
1	2	3	4
9. Deputy Harbour Master (Port/River)	2	-	I
5	6	7	8
*Rs.18500-450-23900	Selection	Not exceeding 50 years	(i) Master's (F.G.) Certificate (ii) 12 years' experience in pilotage in a riverine Port.
9	10	11	

(a) No (b) Yes, but Officers with First Mate's (F.G.) Certificate or Second Mate's (f.G.) Certificate or Dredge Mate Gr. I Certificate or passing out Certificate from T.S. Dufferin or T.S. Rajendra or Science Graduates who have qualified as Pilots will be eligible.	Two years	By promotion from the rank of Dock Master having a minimum of total 4 years regular service either as Dock Master or in the posts of Dock Master, Commander Pilot Vessel and Mooring Master taken together, failing which by transfer/deputation/direct recruitment.	
1	2	3	4
10. Dock Master/ Commander, Pilot Vessels, (Seniormost person will hold the post of Dock Master).	3	-	I
5	6	7	8
Rs.17500-400-22300	Selection	Not exceeding 45 years	(i) Master's (F.G.) Certificate, (ii) 12 years' experience in pilotage in a riverine Port.
9	10	11	

(a) No			
(b) Yes, but Officers with First Mate's (F.G.) Certificate or Second Mate's (F.G.) Certificate or Dredge Mate Gr. I Certificate or passing out Certificate from T.S. Dufferin or T.S. Rajendra or Science Graduates who have qualified as Pilots will be eligible.	Two years	By promotion from the rank of Mooring Master having a minimum of total 10 years regular service as Mooring Master, Asstt. Mooring Master, Pilots Grade I taken together, failing which by transfer/deputation/direct recruitment.	
1	2	3	4
11. Mooring Master	1	-	I
5	6	7	8
*Rs.17500-400-22300	Selection	Not exceeding 45 years	(i) Master's (F.G.) Certificate, (ii) 12 years' experience in pilotage in a riverine Port.
9	10	11	

(a) No			
(b) Yes, but Officers with First Mate's (F.G.) Certificate or Second Mate's (F.G.) Certificate or Dredge Mate Gr. I Certificate or passing out Certificate from T.S. Dufferin or T.S. Rajendra or Science Graduates who have qualified as Pilots will be eligible.	Two years	By promotion from the rank of Asstt. Mooring Master having a minimum of total 3 years regular service as Asstt. Mooring Master or a total of 8 years service as Asstt. Mooring Master and Calcutta Pilot Grade I taken together, failing which by transfer/deputation/direct recruitment.	
1	2	3	4
12. Assistant Mooring Master	1	-	I
5	6	7	8
*Rs.17500-400-22300	Selection	Not exceeding 40 years	(i) Master's (F.G.) Certificate. (ii) 10 years' experience in pilotage in a riverine port.
9	10	11	

(a) No (b) Yes, but Officers with First Mate's (F.G.) Certificate or Second Mate's (F.G.) Certificate or Dredge Mate Gr. I Certificate or passing out Certificate from T.S. Dufferin or T.S. Rajendra or Science Graduates who have qualified as Pilots will be eligible.	Two years	By promotion from the rank of Calcutta Pilots having a minimum of total 5 years regular service as Calcutta Pilot Grade I, failing which by transfer/deputation/direct recruitment.	
1	2	3	4
13. Pilot	74	-	I
5	6	7	8
*Rs.14500-350-18700	Selection	Not exceeding 35 years for those in possession of Master (Foreign Going) Certificate, 30 years for those in possession of First Mate (Foreign Going) or Second Mate (Foreign Going) or Dredge Mate Grade I Certificate.	(i) Master's (F.G.) Certificate or First Mate's (F.G.) Certificate or Second Mate's (F.G.) Certificate or Dredge Mate Gr. I Certificate or passing out Certificate from T.S. Dufferin or T.S. Rajendra or Pass Graduate with 50% marks in each of the subjects, Physics & Mathematics or Honours Graduates with Honours in Physics with Mathematics as Pass subject or Honours in Mathematics with Physics as Pass subject. (ii) Qualified as Pilot.
9	10	11	

(a) Not applicable (b) Yes	Two years	By adjustment of Trainee Pilot on successful completion of training as Pilot or by transfer of Officers from other Marine Services of C.P.T., failing which by transfer/deputation/direct recruitment.	
1	2	3	4
14. Second Officer, Pilot Vessel	7	-	I
5	6	7	8
*Rs.10750-300-16750. Those with 2nd Mate's (F.G.) and/or Home Trade Mate's Certificate will start at the stage of Rs.3320	Selection	Not exceeding 30 years	3 years' service as Deck Officer on a Sea-going vessel preference being given to those possessing Second Mate's (Foreign Going) or Mates (Home Trade) Certificate.
9	10	11	
Not applicable	Two years	By direct recruitment or by transfer of officers from other Marine Services of C.P.T. in possession of the prescribed qualifications.	
1	2	3	4
15. Trainee Pilot	-	-	I
5	6	7	8

Rs. 1150-1350-1450-1550-1550 (being revised). Candidates possessing passing out Certificate from T.S. Rajendra or joining under Graduate Entry Scheme will start at Rs.1150. Candidates possessing Second Mate's (F.G.) Certificate/Dredge Mate Gr. I will start at Rs.1350 and candidates possessing First Mate's (F.G.) Certificate will start at Rs.1450. Candidates possessing Master (F.G.) Certificate will start at Rs.3750 in the Pilot's scale.	Not applicable	(a) Not exceeding 25 years in case of candidate possessing Second Mate's (F.G.) Dredge Mate Grade I or from T.S. Rajendra. (b) Not exceeding 30 years in case of candidate possessing 1st Mate's (F.G.) or Master (F.G.). (c) Not exceeding 22 years under Graduate Entry Scheme.	Master's (F.G.) Certificate or First Mate's (F.G.) Certificate or Second Mate's (F.G.) Certificate or Dredge Mate Gr. I Certificate or Passing out Certificate from T.S. Rajendra or Pass Graduate with 50% marks in each of the subjects, Physics and Mathematics or Honours Graduate with Honours in Physics with Mathematics as Pass subject or Honours in Mathematics with Physics as Pass subject.
9	10	11	
Not applicable	Five years	By direct recruitment or by transfer of suitable officers from other Marine Services of C.P.T.	
1	2	3	4
16. Superintendent, Dredger & Despatch Service	1	-	I
5	6	7	8
*Rs.18500-450-23900	Selection	Not exceeding 45 years	(i) Master's (F.G.) Certificate or Dredge Master Gr. I or Service Certificate as Master (F.G.)

			from Indian Navy. (ii) 10 years' experience as Commander of a large Dredger.
9	10	11	
(a) No (b) Yes	Two years	By promotion from the rank of Additional Superintendent/Deputy Superintendent, Dredger & Despatch Service having a minimum total of 3 years regular service as Additional Superintendent/Deputy Superintendent, Dredger & Despatch Service, failing which by transfer/deputation/direct recruitment.	
1	2	3	4
17. Additional Superintendent, Dredger & Despatch Service.	1	-	I
5	6	7	8
*Rs.17500-400-22300	Non Selection	Not exceeding 40 years	(i) Master's (F.G.) Certificate or Dredge Master Gr. I or Service Certificate as Master (F.G.) from Indian Navy. (ii) 7 years' experience as Commander of a large Dredger.
9	10	11	
(a) No (b) Yes	Two years	By transfer from the rank of Deputy Superintendent, Dredger & Despatch Service, failing which by direct recruitment.	
1	2	3	4

18. Deputy Superintendent, Dredger & Despatch Service.	1	-	I
5	6	7	8
*Rs.17500-400-22300	Selection	Not exceeding 40 years	(i) Master's (F.G.) Certificate or Dredge Master Gr. I or Service Certificate as Master (F.G.) from Indian Navy. (ii) 5 years' experience as Commander of a large Dredger.
9	10	11	
(a) No (b) Yes	Two years	By promotion from the grade of Commodore/Commander having a minimum of total 5 years regular service as Commodore/Commander, failing which by transfer/deputation/direct recruitment.	
1	2	3	4
19. Commander	26	-	I
5	6	7	8
*Rs.17500-400-22300. The seniormost afloat Commander will be known as Commodore and he will get a commodore allowance of Rs.100/- p.m.	Selection	Not exceeding 40 years. (45 years for ex-Naval Officers)	Master's (F.G.) Certificate or Service Certificate as Master (F.G.) from Indian Navy or Dredge Master's Grade I certificate.
9	10	11	
(a) No (b) Yes	Two years after passing Command	Promotees - A candidate possessing Master's (F.G.) Certificate or	

	examination.	<p>service Certificate as Master (F.G.) from Indian Navy or Dredge Master Gr.I Certificate with a minimum experience of 2 years as Chief Officer on Dredger & Despatch Vessels who have passed Tug Pilot's examination may also be promoted as Commander (on training).</p> <p>NOTE :</p> <p>A candidate possessing Master's (F.G.) Certificate or service Certificate as Master (F.G.) from Indian Navy or Dredge Master's Gr. I Certificate shall enter the Dredger & Despatch Service of the Calcutta Port Trust directly as Commander (on training). After undergoing necessary training and passing necessary examinations as prescribed for them in the Scheme for training of Officers in the Dredger & Despatch Service of Calcutta Port Trust, they shall be eligible for independent command.</p>	
1	2	3	4
20. Chief Officer	6	-	I
5	6	7	8
*Rs.13000-350-18250. Candidates with Master's (F.G.) or Service Certificate as	Selection	Not exceeding 35 years, (40 years for ex-Naval Officer).	Master's (F.G.) Certificate or Service Certificate as Master (F.G.) from Indian Navy or Dredge Master Gr. I Certificate or 1st Mate's (F.G.) Certificate

Master's (F.G.) from Indian Navy or Dredge Master Gr. I Certificate will start at Rs.4450/-.			or Dredge Master's Gr. II Certificate.
9	10	11	
(a) No (b) Yes	Two years after obtaining Tug Pilots' Certificate.	By promotion from the rank of Second Officer Junior Chief Officer possessing Dredge Master's Gr. II/1st Mate's (F.G.) Certificate with a minimum of two years service as Second Officer, failing which by direct recruitment.	
1	2	3	4
21. Junior Chief Officer	9	-	I
5	6	7	8
*Rs.10750-300- 16750. Those with 2nd Mate's (F.G.) or Master's or (Home Trade) or Dredge Mate's Gr. I Certificate will start at Rs.3320/-.	Selection	Not exceeding 30 years	Not applicable.
9	10	11	
Not applicable	Two years	By promotion from the grade of Second Officer holding 2nd Mate (F.G.) or Master/Mate (Home Trade) or Dredge Mate Gr. I Certificate having a minimum of total 5 years regular service as Second Officer.	
1	2	3	4

22. Second Officer	19	-	I
5	6	7	8
*Rs.10750-300-16750. Those with 2nd Mate's (F.G.) or Home Trade Master's or Dredge Mate's Gr. I Certificate will start at Rs.3320/-.	Selection	Not exceeding 30 years	ESSENTIAL : 3 years' experience as Junior Deck Officer or Marine Apprentice in sea-going vessels. DESIRABLE : 2nd Mate (F.G.)/Master/Mate (Home Trade)/Dredge Mate's Gr. I Certificate.
9	10	11	
Not applicable	Two years	By direct recruitment.	
1	2	3	4
23. Dredge Master	4	-	I
5	6	7	8
*Rs.13000-350-18250	Selection	Not exceeding 30 years	Certificate of Competency of Master's (Home Trade) or Dredge Master Gr. I
9	10	11	
(a) No (b) Yes	Two years	By promotion from the rank of Junior Chief Officer or adjustment from the rank of Chief Officer possessing Tug Pilot's Certificate and Departmental Dredge Master's Certificate with a minimum of 5 years regular service in Dredger & Despatch vessels.	
1	2	3	4
24. Lighting Officer	1	-	I
5	6	7	8

*Rs.10750-300-16750	Selection	Not exceeding 35 years	(i) Higher Secondary Education or equivalent. (ii) Diploma in Mechanical/Electrical Engineering or equivalent. (iii) 5 years' apprenticeship in a recognised Workshop (iv) 5 years experience in supervisory capacity in maintenance of Lighted Navigational Aids.
9	10	11	
(a) No (b) Yes	Two years	By promotion from the grade of Assistant Lighting Officer with a minimum of 3 years regular service in the grade, failing which by transfer/deputation/direct recruitment.	
1	2	3	4
25. Assistant Lighting Officer	2	-	II
5	6	7	8
*Rs.8600-250-14600	Selection	Not exceeding 30 years	(i) Higher Secondary Education or equivalent. (ii) Diploma in Mechanical/Electrical Engineering or equivalent. (iii) 5 years' apprenticeship in a recognised Workshop, (iv) 2 years' experience in Handling Lighted Navigational Aids.
9	10	11	

(a) No (b) Yes	Two years	By promotion from the grade of Junior Assistant Lighting Officer with a minimum of 3 years regular service in the grade, failing which by transfer/deputation/direct recruitment.	
1	2	3	4
26. Engineer Superintendent	1	-	I
5	6	7	8
*Rs.18500-450-23900	Selection	Not exceeding 45 years	<p>ESSENTIAL :</p> <p>(i) 1st Class MOT (Combined or Motor) Certificate.</p> <p>(ii) Experience as Chief Engineer of a foreign sea-going vessel or or a large vessel in Riverine Port for a period of at least 5 years.</p> <p>DESIRABLE :</p> <p>Extra First Class.</p>
9	10	11	
(a) No (b) Yes	Two years	By promotion from the rank of Deputy Engineer Superintendent or OCPD having a minimum of total 5 years regular service as Deputy Engineer Superintendent or OCPD and Assistant Engineer Superintendent taken together, failing which by transfer/deputation/direct recruitment.	
1	2	3	4

27. Deputy Engineer Superintendent & Officer-in-Charge Port Dredging.	2	-	I
5	6	7	8
*Rs.17500-400-22300	Selection	Not exceeding 40 years	<p>ESSENTIAL :</p> <p>(i) 1st Class MOT (Combined or Motor) Certificate.</p> <p>(ii) Experience as Chief Engineer of a foreign sea-going vessel or of a large vessel in Riverine Port for a period of at least 4 years.</p> <p>DESIRABLE :</p> <p>Extra First Class.</p>
9	10	11	
(a) No (b) Yes	Two years	By promotion from the rank of Assistant Engineer Superintendent, having a total of 5 years regular service as Assistant Engineer Superintendent, Commodore Chief Engineer or Chief Engineer Class I Vessel, failing which by transfer/deputation/direct recruitment.	
1	2	3	4
28. Assistant Engineer Superintendent.	1	-	I
5	6	7	8
*Rs.17500-400-22300	Selection	Not exceeding 40 years	ESSENTIAL :

			<p>1st Class MOT (Combined or Motor) Certificate.</p> <p>EXPERIENCE :</p> <p>As a Chief Engineer of a foreign sea-going vessel or or a large vessel in Riverine Port for a period of at least 3 years.</p> <p>DESIRABLE :</p> <p>Extra First Class.</p>
9	10	11	
(a) No (b) Yes	Two years	By promotion from the rank of Commodore Chief Engineer or Chief Engineer, Class I Vessel having a minimum of total 3 years regular service as Commodore Chief Engineer and Chief Engineer Class I vessel taken together, failing which by transfer/deputation/direct recruitment.	
1	2	3	4
29. Commodore Chief Engineer, Class I Vessel.	1	-	I
5	6	7	8
*Rs.16000-400-20800 *	Selection	Not exceeding 35 years	(i) 1st Class MOT (Combined or Motor) Certificate. (ii) Experience of work as Chief Engineer, sea-going vessel for 3 years.
9	10	11	
(a) No	Not applicable	By adjustment of the	

(b) Yes		seniormost Chief Engineer, Class I Vessel, failing which by transfer, deputation/direct recruitment.	
1	2	3	4
30. Chief Engineer, Class I Vessel.	33	-	I
5	6	7	8
*Rs.16000-400-20800 *	Selection	Not exceeding 35 years	(i) 1st Class MOT (Combined or Motor) Certificate. (ii) Experience of working as Chief Engineer of sea-going Vessel for at least 2 years.
9	10	11	
(a) No (b) Yes	Two years	By promotion from the rank of Second Engineer Class I Vessel having a minimum of 3 years regular service in the grade, failing which by transfer/deputation/direct recruitment.	
1	2	3	4
31. Second Engineer, Class I Vessel.	33	-	I
5	6	7	8
*Rs.13000-350-18250 *	Selection	Not exceeding 35 years	1st Class MOT (Combined or Motor) Certificate with experience of works as Second Engineer at sea for at least 2 years.
9	10	11	
(a) No (b) Yes	Two years	By adjustment of the seniormost Relieving Engineer, Class I Vessel, failing which by	

		transfer/deputation/direct recruitment.	
1	2	3	4
32. Relieving Engineer, Class I Vessel.	5	-	I
5	6	7	8
*Rs.13000-350-18250 *	Selection	Not exceeding 35 years	1st Class MOT (Combined or Motor) Certificate with experience of work as Second Engineer at sea for at least 2 years.
9	10	11	
Not applicable	Two years	By direct recruitment.	
		* Less Rs.100 for single certificate.	
1	2	3	4
33. Engineer-in-Charge, Class II Vessel	26	-	I
5	6	7	8
*Rs.10750-300-16750 * for those possessing 2nd Class MOT Certificate. *Rs.9100-250-15100 ** for those possessing Inland Engineer's Certificate.	Selection	Not exceeding 35 years	Inland Engineer's Certificate or 2nd Class MOT Certificate with experience as watch keeping Engineer on board a vessel for at least 3 years.
9	10	11	
(a) No (b) Yes	Two years	By promotion from the rank of Junior Marine Engineer with a minimum of total 5 years regular service in the grade, failing which by transfer/deputation/direct recruitment.	
1	2	3	4

34 Junior Marine Engineer/Assistant Marine Engineer	79	-	I
5	6	7	8
<p>*Rs.10750-300-16750 * for those possessing 2nd Class MOT Certificate.</p> <p>*Rs.8600-250-14600 ** for those possessing Inland Engineer's Certificate.</p> <p>*Rs.8600-250-14600 for uncertified Engineers.</p> <p>*Rs.8600-250-14600. As personal to the existing employees and also to those of such employees appointed/promoted on or after 1,1,92.</p>	Selection	Not exceeding 30 years	<p>(i) Full time apprenticeship in an approved marine workshop and simultaneous attendance to an approved course of Engineering in a Technical School and passing out requisite examination as required for Diploma of the School.</p> <p>(ii) Apprentices from marine workshop who are eligible to appear in Part 'A' of Second Class Engineer's Examination of MOT and candidates with equivalent training and experience from the Indian Navy are also considered, preference being given to candidates with sea experience or with practical experience on diesel and steam and to candidates with 2nd Class MOT Certificate or Inland Engineer's Certificate.</p>
9	10	11	
Not applicable	Two years	By direct recruitment.	
		* Less Rs.50 for single certificate.	
		** Less Rs.40 for single certificate.	
1	2	3	4
35. Junior Electrical Engineer.	7	-	II
5	6	7	8
*Rs.8600-250-14600	Selection	Not exceeding 35 years.	(i) Must have completed 5 years' apprenticeship training in an approved Electrical Engineering Workshop and

			<p>approved course of study in Electrical Engineering in a Technical School.</p> <p>(ii) Must have also passed Electrical Supervisor's Examinations.</p> <p>(iii) At least 10 years' experience in repair of Electrical Machinery on board vessels. Preference to candidates having experience in Air-conditioning and Refrigeration.</p> <p>(iv) Sea experience is desirable qualification.</p>
9	10	11	
Not applicable	Two years	By direct recruitment.	
1	2	3	4
36. Deputy Dock Master	3	-	I
5	6	7	8
*Rs.16000-400-20800	Selection	Not exceeding 45 years.	<p>(i) Second Mate (Foreign Going) Certificate or Master (Home Trade) Certificate or</p> <p>(ii) three years' service at sea as a Deck Cadet/Apprentice.</p> <p>EXPERIENCE :</p> <p>Handling ships of all sizes in docks for 12 years.</p>
9	10	11	
<p>(a) No</p> <p>(b) Yes, but relaxable for departmental candidates.</p>	Two years	By promotion from the rank of Assistant Dock Master having a minimum of total 2 years regular service in the grade, failing which by transfer/deputation/direct	

		recruitment.	
1	2	3	4
37. Ship Wright	1	-	I
5	6	7	8
*Rs.10750-300-16750	Not applicable	Not exceeding 30 years.	(i) B.Sc. or B. Tech. Degree in Naval Architecture or should have served a full time 5 years' apprenticeship as Shipwright in a large recognised Shipyard or a large ship repairing yard and passed the prescribed examination. (ii) Must have served in a responsible position in a large shipbuilding or ship repairing yard and have experience in a slipway hauling and launching and dry docking of vessels. (iii) Must possess at least 3 years' experience in Drawing Office.
9	10	11	
Not applicable	Two years	By direct recruitment.	
1	2	3	4
38. Assistant Dock Master	7	-	I
5	6	7	8
Rs.3750-140-5430	* Selection * Substituted by 10th Amendment Regulations.	Not exceeding 40 years	(i) Second Mate (Foreign Going) Certificate or Master (Home Trade) Certificate or (ii) Three years' service at sea as a deck cadet/Apprentice. EXPERIENCE ; Handling ships of all sizes in docks for 10 years.
9	10	11	

(a) No (b) Yes, but relaxable for departmental candidates.	Two years	By promotion from the rank of Berthing Master having a minimum of total 10 years regular service as Berthing Master, failing which by transfer/deputation/direct recruitment.	
1	2	3	4
39. Berthing Master	36	-	I
5	6	7	8
*Rs.10750-300-16750 (under revision). (Those with 2nd Mate's (F.G.) and/or Home Trade Master's Certificate will start at the stage of Rs.1560/-).	Selection	a) Second Mate (F.G.)/Master (H.T.) Certificate-30 years. b) Three years experience as Deck cadet-25 years. c) Graduate-25 years.	(i) Second Mate (F.G.) Certificate or Master (Home Trade) Certificate. OR (ii) Three years' experience at sea as a Deck Cadet/Apprentice.
9	10	11	
(a) No (b) Yes	Two years	a) By adjustment of Apprentice Berthing Master on successful completion of 3 years training under the Port Training Scheme. b) By direct recruitment of candidates possessing qualifications mentioned at (i) or (ii) at column 8. They will undergo training in handling ships in Docks for a period of one year and will be required to pass departmental examinations.	
1	2	3	4
40. Apprentice Berthing Master	8	-	I

5	6	7	8
Rates of Stipend in the 1st year & 2nd year are Rs.1100/- P.M. and 1200/- P.M. respectively. In the 3rd year an Apprentice will get Rs.1500/- P.M. plus allowances.	Selection	Between 18 & 25 years.	Graduate preferably in Science.
9	10	11	
Not applicable	Not applicable	By direct recruitment.	
1	2	3	4
41. Chief Hydrographer.	1	-	I
5	6	7	8
*Rs.18500-450-23900	Selection	Not exceeding 50 years.	(i) At least 10 years' experience in Indian Navy in the Hydrographic Branch and having a rank of Commander. (ii) Must be a Corporate Member of Institution of Surveyors (India) or equivalent as accepted by the Govt. of India.
9	10	11	
(a) No (b) No	Two years	By promotion from the rank of Deputy River Surveyor having a minimum of total 3 years regular service in the grades of Deputy River Surveyor and Commander, River Survey Service taken together, failing which by transfer/deputation/ direct recruitment.	

1	2	3	
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