



»MODEL APPLICATION FORM
FORM 'A'

Application to get information according to clause 6(1) of Right to Information, Act'05

1371

To

The Chief Public Information Officer,
(Name of officer & Address)

Sri Jijo Thomas,
Sr.Dy. Secretary
Cochin Port Trust, Cochin

01. Full Name of the Applicant : Sri Manipuspak Sethi
02. Name of father/Husband : Late Laxmidhar Sethi
03. Permanent Address : AT-Baripada, W-NO-14
PO-Barriada 757001, Odisha
04. Proof about identification off the applicant : Aadhar Card attached.
05. The details of required information :
 - a) The contents of Information : Copies of all Notes Sheets, (Notings) related to filling the Post of SE(M) in Cochin Port Trust starting from decision taken for approval from the Competent Authority, issuance of circular /Advt. to all India Major Ports for filling up of said post, decision to hold SSC, Proceedings of Service Selection Committee Meetings, etc.
 - b) The period for which information required :01.05.2020 to 31.12.2020
 - c) The particulars of Information wanted : All Notings/paper/Documents related to filling up of Post of SE(M) IN Cochin Port against Advertisement A4/SE (M)/Appt/2020/S dated 01.07.2020 as mentioned in para Sl. No 5 (a).

Contd.....P/2

- d) Whether the Information is to be received by person/by post. (If by post expenses to be borne by the Applicant) : No
Through E -MAIL Only
- e) If the information is taken/received by Post (indicate whether by General post, Regd. post or Speed post) : N.A
06. The address and the mode of sending the information : Through E- Mail at the mail ID -- mps1996@gmail.com
07. Whether the Information has been provided earlier? : No
08. Whether the Information is not available in the Concerned Govt. office. : Available
09. Whether you are ready to deposit required fees/amount? : Yes. if required
10. Whether you are deposited the required Fees for your application? : Yes, attached the IPO of Rs.10/- IPO No-46 F 569153
11. Whether you belong to the B.P.L. Group (If yes please attach proof in support of it) : NA

Place : Paradip.....
Date: 18/1/21.....

Manipusik Sethi
Signature &
Full Address of the Applicant
Madhubani, Paradip Post, Paradip
754112

OFFICE OF THE PUBLIC INFORMATION OFFICER

Received the Application Form from Shri/Srimati/Sushri.....
Date for providing information.
Place :.....
Date :.....

Full Name & designation
Public Information Officer &
Seal of office

2885/2021

Encl. No. RTI cell/1371/MS/2021-8 Dated: 01/03/2021

Copy of request forwarded to DPIO 'A' Section, COPT for furnishing the details sought by the applicant subject to the provisions under RTI Act, 2005 to the RTI cell today itself.

[Signature]
DPIO (GAD)



AN ISO-9001:2015
ISPS COMPLIANT PORT

कोचिन पोर्ट ट्रस्ट
COCHIN PORT TRUST
W/Island, Cochin-682009.
Phone: 2582119, 2582118
Fax: +91(484)2668163, 2666512
Email: rticell@cochinport.gov.in
Website: www.cochinport.gov.in



संख्या /No. GAD/RTI Cell/MPS/1375/2021-S

दिनांक: 26.02.2021

सेवा में/To

Shri. Manipuspak Sethi
Late Laxmidar Sethi
AT-Baripada
W-No-14
PO-Barriada 757001
Odisha

Sir,

विषय /Sub : Information under the RTI Act, 2005- reg.
संदर्भ /Ref : Your application dated 18.01.2021 (received in this office on
22.01.2021)

Kindly refer to the application mentioned above.

The information is furnished below.

1. Vacancy Circular – 4 pages
2. SSC proceedings – 2 pages

The details of the Appellate Authority under the RTI Act for Cochin Port Trust are given below.

Shri. Cyril C. George
Dy.Chairman
Cochin Port Trust
Cochin – 09

Yours faithfully,


(Jijo Thomas)
Central Public Information Officer
General Administration Department



कोचिन पोर्ट ट्रस्ट COCHIN PORT TRUST

Willingdon Island, Cochin - 682 009
Phone: +91 (484) 2666412, 2582100
Fax: +91 (484) 2668163/2666512
e-mail: secretary@cochinport.gov.in
www.cochinport.gov.in



ADMINISTRATIVE OFFICE

Kochi - 682 009.

Dated: 01-07-2020

No.A4/SE(M)/Appt/2020/S

To

The Secretary,
All Major Ports.

Sir,

Sub: Filling up the post of Superintending Engineer (Mechanical) in Cochin Port Trust, on absorption basis from all Major Port Trusts.

Applications are invited for filling up one post of Superintending Engineer (Mechanical) in the Scale of Pay of Rs.60000-180000 (Pre-revised Rs.13000-18250) in Mechanical Engineering Department of Cochin Port Trust on absorption basis from officers holding analogous posts or feeder post with 4 years regular service in the grade in a Major Port Trust. Recruitment Rules is attached as **Annexure-I**.

2. Applications in the prescribed format (**Annexure-II**) from eligible and willing Officers, who satisfy the provisions of recruitment rules for the post of Superintending Engineer (Mechanical), may be forwarded along with the following documents so as to reach this office **on or before 14-08-2020, which shall be the crucial date for determining the qualification and experience.**

- Attested copies of Educational & Professional qualifications.
- Attested copies of ACRs/APARs of the applicant for the last 5 years.
- No-Objection Certificate of the respective Port.
- Two recent passport size colour photographs in a sealed envelope.
- An undertaking of the applicant not to withdraw his/her candidature, if selected.
- Certificate by Head of Office of the Applicant as per the format.
- Vigilance/Administrative clearance of the concerned Port in the Proforma prescribed by the Ministry (**Annexure-III**).

3. The Veracity of the University Certificates produced by the applicant and the recognition of the degree obtained by the applicant may be ensured and certified.

4. The applications received through proper channel only will be entertained. The applications received after the last date or without ACRs/APARs and other requisite documents or otherwise incomplete will not be considered.

Yours faithfully,

Encl: As above.

SECRETARY
Ph. No. 0484-2582113

Copy to : The Chief Mechanical Engineer, CoPT



Manager - A Sechn

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
3	Superintending Engineer (Mechanical/Electrical/Electronics and Communication)	5	Class -I	13000 - 350-18250	Selection	40	<p><u>Essential:</u></p> <p>(i) Degree or equivalent in Mechanical/Electrical/Electronics and Communication Engineering from a recognised University/Institution.</p> <p>(ii) Nine years experience in relevant discipline in executive cadre in an Industrial/ Commercial/ Govt. undertaking</p>	<p>(a) No.</p> <p>(b) No. However a Diploma in Engineering in the relevant discipline from a recognised university/ institution is essential..</p> <p>(c) No.</p>	2	By promotion failing which by absorption/ deputation, failing both by direct recruitment	[Promotion from Executive Engineer in the respective discipline in the Mechanical Engineering Department in the scale of pay of Rs.10750-16750 with four years regular service in the grade, failing which Executive Engineer in the respective discipline in the Mechanical Engineering Department in the scale of pay of Rs.10750-16750 with two years regular service in the grade and a combined regular service of nine years in the scale of pay of Rs.10750-16750 and 9100-15100.	Absorption/deputation: Officers holding analogous post in the respective discipline or feeder post with four years regular service in the grade in a Major Port Trust.]



Manager - Admin

APPLICATION FOR THE POST OF SUPERINTENDING ENGINEER (MECHANICAL)
UNDER MECHANICAL ENGINEERING DEPARTMENT
COCHIN PORT TRUST

1. Name of the Officer :
2. Address for Communication :
3. Date of Birth :
4. Whether belongs to SC/ST :
5. Present post with basic pay and scale of pay :
6. Experience :
7. Educational and other qualifications :
8. Any other point required to be indicated :

In the event of selection to the above post, I will not withdraw and undertake to accept the appointment/posting.

Place:

Date:

(SIGNATURE OF THE APPLICANT)

CERTIFICATE TO BE GIVEN BY HEAD OF OFFICE OF THE APPLICANT

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 ACRs for the last 5 years are attached.
6. The veracity of the academic qualification is certified.

SIGNATURE OF THE FORWARDING AUTHORITY
ALONG WITH OFFICE SEAL


Manager
A Section



For cases sent to the Ministry or other Ports
Particulars of the officer for whom vigilance Comments/clearance is being sought
(All relevant items, except 8 & 9, to be furnished by the 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. Positions held (during the ten preceding years):

Sl No	Designation & Place of Posting	From	To

8. Whether the officer 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 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 :
Or 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)(*)

Date

(Name & Signature)

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

[Signature]
 Manager
 A Section



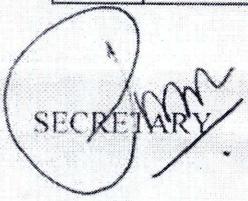
**PROCEEDINGS OF THE SERVICES SELECTION COMMITTEE MEETING HELD
ON 18.11.2020 FOR FILLING UP THE POST OF SUPERINTENDING ENGINEER
(MECHANICAL) ON ABSORPTION METHOD**

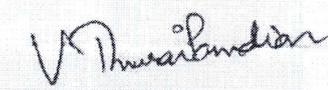
1.	Services Selection Committee (SSC)	Chairman - Chairman of the Committee Dy. Chairman - Member Secretary - Member Chief Mechanical Engineer - Member Sri.Bhagavath Singh K.V, - Member representing OBC Superintending Engineer (M) Sri.V.A. Sajeev - Member representing SC/ST Superintending Engineer(M)
2.	Designation & Scale of pay of vacant post	Superintending Engineer (Mechanical) Scale of Pay of Rs.60000-180000 (Pre-revised Rs.13000-18250)
3.	Sanctioned strength	4 (four)
4.	Number of vacant posts	1 (One) (anticipated vacancy)
5.	Nature of vacancy	Permanent
6.	How vacancy arose	Anticipated Vacancy consequent to superannuation of Shri G. Ramachandran, Superintending Engineer (M) w.e.f. 30.11.2020 (AN).
7.	Recruitment Rule	By Absorption method from Officers holding analogous post in the respective discipline <u>or</u> Executive Engineer (Mechanical) in the scale of pay of Rs. 50000 -160000 (pre -revised Rs.10750-16750) with four years regular service in the grade in a Major Port Trust. <u>Requisite Qualification:</u> Degree or equivalent in Mechanical Engg. from recognised university / institution is prescribed for Direct Recruitment. However, a Diploma in Mechanical Engineering from a recognised university/institution is essential for absorption method. Recruitment Rules attached as <u>Annexure -I</u>
8.	Whether selection / non-selection	Selection
9.	Feeder category	Officers holding analogous posts or the post of Executive Engineer (Mechanical) in the scale of pay of Rs. 50000 -160000 (pre -revised Rs.10750-16750)
10.	Date of Vacancy Circular	Vacancy Circular issued vide letter dated 01.07.2020 to all Major Port Trust. The last date of receipt of application was on 14.08.2020.
11.	Candidates applied for and in the zone of consideration Zone of consideration	Only one candidate, Shri Manipushpak Sethi, Exe. Engineer (Mechanical), Paradip Port Trust has applied for the post. The advance copy of the application in respect of the above candidate was received on 27.07.2020. The original application along with all requisite documents through proper channel received on 14.09.2020. (Service details of the candidate are attached as <u>Annexure-II</u>)

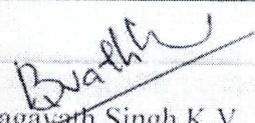


Manager (A Section)

12.	Reservation Point/ Position	As the post is above the lowest rung of Class-I posts, Reservation rules are not applicable.
13.	ACR Abstract	The overall ACR gradings in respect of the candidate for the last five years is 'Outstanding'. ACR gradings attached in Annexure-II
14.	Vigilance Clearance	Vigilance clearance obtained from the CVO, Paradip Port Trust on 24.08.2020
15.	Any Disciplinary action taken or pending	No
16.	Observations of the SSC	<ol style="list-style-type: none"> 1. The Committee observed that only one candidate has applied for the post and the candidate possesses the requisite educational qualification and the experience as per the RR. 2. The Committee also observed that the post is a Senior Class-I post which is to be filled up by selection method from among a sufficient number of competitive candidates. 3. The Committee further observed that the vacancy circular was issued on 01.07.2020 and four months have elapsed as on date. Delay has occurred in processing due to Covid-19 situation. By this time, some other officers in any Major Ports in the feeder grade might have acquired the eligibility for selection to the post on absorption basis.
17.	Recommendations of the SSC	The Committee after considering that the post of Superintending Engineer (M) is a Senior Class-I post which is to be filled up by selection method from among a sufficient number of competitive candidates and, that, presently only one eligible candidate is available for selection to the post, did not recommend the candidate for selection to the post of Superintending Engineer (M) on absorption basis.


SECRETARY


CHIEF MECHL. ENGINEER


Sri. Bhagavath Singh K.V
Superintending Engineer (M)
Member repre. OBC


Sri V.A. Sajeev
Superintending Engineer(M)
Member repre. SC/ST


CHAIRMAN


DY. CHAIRMAN




Manager - A Section