



PARADIP PORT AUTHORITY
PARADIP - 754 142, ODISHA (INDIA)
ADMINISTRATIVE DEPARTMENT



No. AD/RSC-I-21-65/2016(Pt.)/564

Dated, the 07th March., 2024

To

The Chairman,
All Major Port Authorities

Sub- Filling up of the post of Dy. Chief Vigilance Officer (Class-I) in the scale of pay of Rs. 60000-180000/- (pre-revised scale of pay of Rs. 24900-50500/-) in Paradip Port Authority by deputation basis-Reg.

Sir,

Applications are invited for filling up the following posts from the eligible and willing officers of Major Port Authorities, fulfilling the eligibility criteria prescribed in the Recruitment Rule enclosed as **Annexure-I**.

Sl. No.	Name of the Post	Number of Posts	Method of Recruitment	Pay Scale
01	Dy. Chief Vigilance Officer (Class-I)	01	Deputation Basis	Rs. 60000-180000/- (pre-revised scale of pay of Rs. 24900-50500/-)

1. The Applications through proper channel may be forwarded in the prescribed pro-forma enclosed as **Annexure-II**, along with the following documents duly superscribing on the envelop "Application for the post **Dy. Chief Vigilance Officer (Class-I)** in Paradip Port Authority" so as to reach the office of the Secretary, Paradip Port Authority, Jagatsinghpur, Odisha-754142 on or before **12.04.2024**.

1. Attested photocopies of Educational & Professional qualifications.
2. Attested photocopies of ACRs / APARs of the applicant for the last five years.
3. No-Objection Certificate of the respective Port.
4. An undertaking of the applicant not to withdraw, if selected.
5. Administrative & Vigilance clearance of the concerned Port in the pro-forma prescribed by the Ministry (**Annexure-III**).
6. Certificate from Head of Office of the Applicant as per the prescribed format.
7. Two recent passport size photograph in a sealed envelope.

5/9/24

2. The Crucial date for determining the eligibility criteria would be the last date of closing of application, i.e. 12.04.2024
3. Application received through proper channel within the due date along with above mentioned all required documents/testimonials shall only be considered for the said post.
4. The officer withdrawing his candidature after he got selected shall be liable for debarment from future selection to any posts in this Port Authority, for a period of two (02) years.
5. PPA reserves the right to make any changes if need arises, without assigning any reason thereof.
6. Decision of the Appointing Authority would be final, with regard to all matters connected with the recruitment.
7. Terms and Conditions of Deputation are enclosed at Annexure-IV.

Encl. : As above.

Yours faithfully,


Secretary, 24/4/2024

Paradip Port Authority.

Copy to : All HoDs of PPA for kind information & wide circulation among the eligible officers.

ANNEXURE-I

Recruitment Rules for Dy CVO, PPA

Sl. No.	Name of the Post	No. of Posts	Classification	Scale of pay (Rs.)	Whether Selection of Non-Selection	Upper Age limit for direct recruitment (in years)	Educational and other qualifications prescribed by 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 years)	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	Deputy Chief Vigilance Officer	01	Class-I	Rs.60,000-1,80,000/- (Pre-revised scale of pay of Rs.24900-50500/-)	Selection	NA	NA	NA	02	By deputation from Major Port Authority.	Officers holding analogous posts or officers holding posts in the scale of pay of Rs.50000-160000/- (pre-revised scale of pay of Rs.10750-16750/-) with 4 years regular service in the grade failing which officers of a combined regular Service of 9 years in the scales of pay of Rs.50000-160000/- (pre-revised scale of pay of Rs.10750-16750/-) and Rs.50000-160000/- (pre-revised scale of pay of Rs.9100-15100/-) in any Major Port Trusts/Central Government/ State Government/Public sector undertakings or Autonomous bodies. Preference will be given to the persons having experience in vigilance work.	Deputation normally be for a period of 3 years and in any case not to exceed five years.

ANNEXURE-II

**PARTICULARS OF THE OFFICERS FOR WHOM VIGILANCE/COMMENTS
CLEARANCE IS BEING SOUGHT.**

(To be furnished and signed by the CVO or HOD)

- 01] Name (in full) :
- 02] Father's Name/Husband's name :
- 03] Date of birth :
- 04] Date of retirement :
- 05] Date of entry in to service :
- 06] Service to which the Officers belongs including batch / year cadre etc wherever applicable. :
- 07] Position held(during ten preceding years).

Sl. No	Designation & placing of posting	From	To
01			
02			
03			

- 08] Whether the office has been placed On the "Agreed list" or "list of Officers of Doubtful Integrity" (If yes, details to be given) :
- 09] Whether any allegation of misconduct involving vigilance angle was examined against the officers during the last 10 years and if so, :
- 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 charge sheet 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 has been obtained from the Ministry/CVC in the past, the information may be provided for the period thereafter.

**PARADIP PORT AUTHORITY
ADMINISTRATIVE DEPARTMENT
APPLICATION FOR THE POST OF: DY.CHIEF VIGILANCE OFFICER (CLASS-I)**

1. Name of the Candidate (in Block letters) : _____
2. Father's/Husband's Name : _____
3. Date of Birth (dd/mm/yyyy) : _____
4. Age as on 01.03.2024 : _____
5. Permanent Address (with pin code) : _____

6. Address for correspondence (with pin code) : _____

7. E-mail address, phone numbers (office, residence & mobile) along with fax no. if any : E-mail: _____
: Mob: _____
: Ph (off): _____
: Ph (Res): _____
8. Nationality : _____
9. Religion : _____
10. Whether belong to Minority Community, if yes, please specify. : _____
11. Whether belonging to ST/SC/OBC/GEN : _____
12. Gender : _____
13. If physically handicapped, sub Category of PH : _____
14. Marital Status : _____

Affix Passport size
Photograph

15. Details of Educational Qualifications from Matriculation onwards (Enclose a separate sheet, duly signed, if the space below is insufficient):

Sl. No.	(1)	(2)	(3)	(4)	(5)
a) Examination passed					
b) Year of passing					
c) Name of College/ Institute					
d) University/ Board					
e) Main subjects					
f) Total aggregate percentage of marks obtained/ division/ etc.					

16. Details of experience (in chronological order). (Enclose a separate sheet, duly signed, if the space below is insufficient).

Sl. No.		(1)	(2)	(3)	(4)	(5)
a) Name of organization						
b) Post held with dates	Post					
	From					
	To					
c) Brief description of duties						
d) Details of experience						
e) Scale of pay						
f) Total Salary						

17. Details of computer knowledge Language(s) : _____
known and application Software used
18. Additional information, if any, which you would like to mention in support of your suitability for the post (This among other things may provide information with regard to (i) additional academic qualifications, (ii) professional training, (iii) work experience over and above advertisement) [enclose a separate sheet, duly authenticated by your signatures, if the space is insufficient] : _____
19. Language known (Read, write, speak and understand) : _____

DECLARATION

I hereby solemnly declare and undertake that all information furnished by me is true, correct and complete to the best of my knowledge and belief. I also undertake that, if at any stage of selection, the information furnished is false or misleading, my candidature/appointment/services will stand cancelled/terminated without assigning any reasons there for.

Date: _____

Signature: _____

Place: _____

Name : _____

Note: Self attested copies of documents in support of educational qualification and experience must be enclosed. Application will not be considered without attested copies of all supporting documents.

CERTIFICATE TO BE GIVEN BY HEAD OF OFFICE

- 1] The particulars furnished by the Applicant are correct and he/she fulfills the eligibility criteria.
- 2] No disciplinary/ vigilance case is pending or contemplated against the applicant and he/she is free from vigilance angle.
- 3] His/Her integrity is certified.
- 4] No major/minor penalties have been imposed on the applicant during the last 10 years.
- 5] Attested copies of ACRs for the last five years.

**SIGNATURE OF THE HEAD OF OFFICE
WITH SEAL**

TERMS AND CONDITONS OF DEPUTATION

1. PERIOD OF DEPUTAION

The period of deputation will be 3(three) years from the date of joining in the post subject to curtailment /extension.

2. PAY & ALLOWANCES

During the period of deputation the officer will have the option either to get her/his pay fixed in the deputation post under the operation of the normal rules or to draw pay of the post held by him/her in his/her parent department plus a deputation allowances in accordance with and subject to be conditions as modified from time to time and such other general or special orders issued by the Ministry of Shipping in this regard.

3. DEARNESS ALLOWANCE

She/he will be entitled to dearness allowance under the rules of the parent Department/Organization or under the rules of Paradip Port Authority accordingly to which he/she retains his/her scale of Pay under the parent Department/Organization under the rules of Paradip Port Authority.

4. JOINING TIME PAY AND TRANSFER T.A.

She/he will be entitled to TA and joining time both on joining the post in the Paradip Port Authority and on reversion there-from to her/his parent Department/Organization under the rules of Paradip Port Authority . The Expenditure on this account will be borne by the Paradip Port Authority.

5. TA FOR JOURNEY ON DUTY DURING THE PERIOD OF DEPUTATION

To be regulated under the rules of Paradip Port Authority.

6. LOCAL ALLOWANCES LIKE COMPENSATORY (CITY ALLOWANCE & HRA)

He/she is not entitled to HRA in case he/she is provided PPA residential accommodation.

7. LEAVE AND PENSION

During the period of deputation he/she will continue to be governed by the leave and pension rules of the parent Department/Organization applicable to him/her before such transfer on deputation. The Paradip Port Authority shall pay the leave salary and Pension contribution to his / her parent Department / Organization in respect of his/her period of deputation in accordance with the orders issued by the Government within 15 days from the end of each financial year or the end of the deputation if the deputation expires before the end financial year. The leave salary and pension contribution shall be paid at the rates intimated by the parent Department/Organization. The leave salary in respect of the leave availed during deputation period shall be borne by the parent Department/Organization.

16/11/17

8. PROVIDENT FUND BENEFITS

During the period of deputation he/she will be governed by the rules of parent Department/Organization. Paradip Port Authority will deduct the subscription by contribution on this account from his/her pay and allowances and remit it to the parent Department/Organization.

9. MEDICAL ATTENDANCE & TREATMENT

The deputationist will be entitled to Medical & treatment facilities under the rules of Paradip Port Authority.

10. RESIDENTIAL ACCOMMODATION

She/he will be entitled to residential accommodation according to the rules of Paradip Port Authority, when residential accommodation is provided by the Paradip Port Authority, she/he will have to pay rent to the Paradip Port Authority as per the Regulations of PPA plus additional charges for water and Electricity etc., as per the rules of Paradip Port Authority.

11. CHILDREN'S EDUCATIONAL ALLOWANCE & REIMBURSEMENT OF TUITION FEE

The deputationist is not eligible to claim CEA & reimbursement of Tuition fee in respect of his/her children, as the same is the part of CAFETERIA allowance.

12. LEAVE TRAVEL CONCESSION

The deputationist is not entitled to LTC, as the said allowance is the part of CAFETERIA allowance.

13. INSURANCE SCHEME

The Paradip Port Authority will deduct the contribution on this account from his/her pay and allowance and remit it to parent Department/Organization.

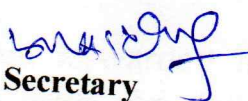
14. RESIDUARY MATTER

All matters relating to the conditions of service not covered by the paras 1 to 12 above will be governed by the rules and orders applicable to her/him in parent Department/Organisation.

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OTHER CONDITIONS:

1. The appointment will be on deputation as per the terms and conditions enclosed.
2. Applicants should furnish their bio-data as per the pro-forma enclosed through the competent Authority of their Organisation.
3. Applicants should furnish the duties and responsibilities held by them in their existing post duly attested by the Competent Authority of their Organisation including Pay and DA pattern.
4. Organization, which is forwarding the applications, should enclose ACRs for the last 5 years duly attested on each page of the ACR of the applicants along with the clearance from Disciplinary/Vigilance angle.
5. No advance copies of application from the applicant will be accepted. Competent Authority of the respective Organisation must forward every application. Those applications, which are forwarded but the Competent Authority of the respective Organisation, will only be considered.
6. Incomplete applications and applications received after due date and applications which are not forwarded by the Competent Authority of the respective Organisations will summarily be rejected. In such cases, no correspondence from the applicants shall be entertained


Secretary
Paradip Port Authority