



வ.உ.சிதம்பரனார் துறைமுக ஆணையம்
वी.ओ. चिदम्बरनार पत्तन प्राधिकरण
V.O.Chidambaranar Port Authority

Certificate under :
IMS - ISO 9001:2015; ISO 14001:2015 &
ISO 45001:2018 and ISPS compliant Port

(Ministry of Ports, Shipping & Waterways, Government of India)
Administrative Office, Harbour Estate, Tuticorin -628 004
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No. GAD-EST10ESTC(EST)/7/2023-GAD(4349)/D. 2343 Date: 07/06/2024

To
The Chairperson,
All Major Port Authorities.

Sub: Filling up the post of Deputy Chief Vigilance Officer in the pay of scale of
Rs. 60000-180000 in Vigilance Department, V.O.Chidambaranar Port
Authority on deputation method-reg.

Sir/Madam,

Applications are invited for filling up of the post of Deputy Chief Vigilance Officer (VG/DCV/01) in the Class I scale of pay of Rs.60000-180000 in Vigilance Department of V.O.Chidambaranar Port Authority by Deputation method from the eligible and willing Officers of Major Port Authorities, fulfilling the eligibility criteria prescribed in the Recruitment Rules for the said post. The copy of the Recruitment Rule is enclosed as Annexure-1.

2. The application through proper channel may be sent in a prescribed proforma enclosed as Annexure II along with the following documents in an envelope, superscribing "Application for the post of Deputy Chief Vigilance Officer in V.O.Chidambaranar Port Authority" so as to reach the office of the Secretary, V.O.Chidambaranar Port Authority, Administrative Building, Harbour Estate, Tuticorin — 628 004, Tamil Nadu on or before 22.07.2024.

- i. Photocopy of APARs of the applicant for the last 5 years, attested by an Officer not below the rank of Dy.HOD on each page. The selection is by 'Merit' for which overall grading in the APARs should not be below "Very Good". If APAR for a particular year is not available, last available APAR may be furnished with a "No Report Certificate" along with APARs of the preceding years.
- ii. A statement showing year-wise availability of APARs and grading duly signed by the HOD / Secretary.


- iii. Attested photocopies of all certificates and proof of educational qualification, present and past work experience in the respective post and pay scale.
 - iv. A self attested passport size photo of the candidate to be affixed on the application.
 - v. No objection certificate from the respective Port.
 - vi. Certificate by the Head of the Office of the applicant Annexure- III.
 - vii. An Undertaking of the applicant not to withdraw his/her candidature, if selected by Service Selection Committee
 - viii. Vigilance and Administrative clearance of the applicant is to be furnished in the format in Annexure-IV prescribed by the Ministry of Ports, Shipping & Waterways letter concerned Port, letter No.A-12022/10/2005-PE.I dated 27th August 2010, copy of which is attached.
 - ix. The veracity of the qualification certificates and the recognition of the degree obtained by the applicant may be ensured and certified.
 - x. If any major or minor penalty has been imposed on the applicant during the last 10 years, the disciplinary case leading to the penalty along with necessary documents may be sent by the forwarding authority along with the application.
3. Ministry vide letter dated 22/10/2021 has issued guidelines/advisory stating that all the matters relating to appointment / filling up the post of Dy.CVO's only in Major Port Authorities shall be dealt in the Vigilance Division of this Ministry by following the similar practice as in PHRD Division in respect of other Dy.HOD level posts.
4. The officer selected for the above post will be appointed on deputation basis and will be governed by the terms and conditions, prescribed by the Central Government. The Deputation will normally be for a period of 3 years and in any case, not to exceed 5 years.
5. The crucial date for determining the eligibility criteria will be the last date of closing of application ie. 22.07.2024. Applications received through proper channel will only be considered. Applications received after the last date / without ACRs / without enclosures, etc, will not be considered.

6. The applications duly forwarded within the due date shall only be considered. Hence, the Major Ports are requested to enclose all relevant documents at a time. No piecemeal / part forwarding will be considered.

7. Incomplete applications or applications received after due date will not be considered.

Encl.: As above.

Yours sincerely,


6/6/24.
Secretary (I/C)

RECRUITMENT RULES FOR CLASS I POSTS OF VIGILANCE DEPARTMENT IN V.O.CHIDAMBARANAR PORT AUTHORITY

Name of the post	No. of posts	Classification	Scale of pay(Rs)	Whether Selection by merit or Selection- cum-seniority or Non-selection post	Age limit for direct recruits	Whether benefit of added years of service is admissible under rule 30 of the Central Civil Services (pension) Rules, 1972	Educational and other qualifications required for direct recruits
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
Deputy Chief Vigilance Officer	1	Class -I	Rs 60,000 - 1,80,000 (Rs 21,900-50,500 Pre-revised)	Selection by merit	Not applicable	No	Not applicable

Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotion	Period of probation, if any	Method of recruitment, whether by Direct Recruitment or by Promotion or by Deputation/ absorption and percentage of the posts To be filled by various methods	In case of recruitment by promotion/ deputation absorption grades from which promotion/ deputation/ absorption, to be made	If a Departmental Promotion Committee exists what is its composition	Circumstances in which Union Public Service Commission is to be consulted in making recruitment
(9)	(10)	(11)	(12)	(13)	(14)
Not applicable	2	By Deputation	Deputation from officers of Major Port Trusts holding analogous posts or officers holding posts in the pay scale of Rs.50000-160000 (Rs.20600-46500 Pre-revised, Rs. 10750-16750 pre-revised) with 3 years regular service in the grade in Major Port Trusts failing which from officers of the Central Govt./ State Govt./ PSUs / Autonomous Bodies with similar grade.	i) Chairman- Chairman ii) Deputy Chairman-Member iii) Head of Department in charge of the Department in which the vacancy occurs- Member iv) Head of Department in charge of the personnel-Member v) Representative of scheduled castes/ Scheduled Tribes and Other Backward classes nominated by the Chairman.	

Application for the post of Deputy Chief Vigilance Officer in V.O.Chidambaranar Port
Authority by Deputation method

PROFORMA

1. Name :
2. Father's / Husband's Name :
3. Date of Birth & Present age :
4. Whether belongs to SC/ST/OBC/UR :
5. Address for communication with
Telephone / Mobile No. :
6. Academic and Professional Qualification:

Affix passport size photograph

Exam/Degree	Year of passing	Name of Instt./Board/University	Marks Aggregated	Percentage

(Attach separate sheet, if required)

7. Employment History and Experience :

Name of the Ministry/Dept./Govt. organization / Autonomous Body / Company / Corporation	Designation	Pay scale	Whether post is held on regular or ad-hoc basis	Period with date, month & year		Nature of work in brief
				From	To	

(Attach separate sheet, if required)

8. Please mention details of appreciation / outstanding work done, if any, which was duly recognized by the higher authority :
9. Enclosure (Please mention) :

10. Declaration:

I, hereby, solemnly declare that all the statements made in the above proforma are true and correct to the best of my knowledge and belief. If selected, the candidature will not be withdrawn.

Place:

Date:

Signature.....

Name and Address of the applicant.....

Certificate to be given by the Head of Office

Name :

Designation :

1. It is certified that the particulars furnished by the applicant are correct and he fulfills the eligibility criteria.
2. It is certified that no Disciplinary /Vigilance case is pending or contemplated against the applicant and he is clear from Vigilance angle.
3. His / Her integrity is certified.
4. It is certified that no major/minor penalties have been imposed on the Officer
5. Attested copies of APARs for the period of last five years are enclosed.
6. The veracity of the University certificate relating to educational qualification has been ensured and certified.

Signature of the forwarding authority
along with office seal

ANNEXURE - IV

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

1. Name of 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.	Organization (Name in full)	Designation & Place of Posting	Administrative / nodal Ministry / Deptt. Concerned (in case of officers of PSU etc.)	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 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) (*)	
13.	Whether the officer / official has submitted his / her annual immovable property return of the previous year as required under Rule 18 of the CCS (Conduct) Rules, 1964 within the prescribed limit.	
14.	Details of complaint pending against the officer as on dated.	

Date:

(Name and signature)

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