



Ref. No. GAD/PC-A/36/2018/3248

Date : 10.01.2018

To,  
The Chairmen,  
(All Major Ports Trusts)

**BY SPEED POST**

\_\_\_\_\_ Port Trust

**Sub.:- Filling up of the post of Harbour Master in Mormugao Port Trust by absorption through composite method- Reg**

Sir,

The post of Harbour Master in Mormugao Port Trust in the scale of pay of Rs. 36600-62000 (Pre-revised - Rs. 17500-22300) is to be filled in by absorption through composite method from Officers of Major Port Trusts. Copy of the Recruitment Rules is at **Annexure – I**.

2. Applications are accordingly invited from eligible and willing Officers of all the Major Port Trusts possessing the prescribed qualifications, experience and other conditions as per the Recruitment Rules.
3. Applications may be made in the attached form (**Annexure – II**) and should be submitted through proper channel, alongwith copies of all required documents. The crucial date for determining eligibility shall be 01.01.2018
4. Applications may be forwarded by the respective Port Trust to the undersigned alongwith the following :
  - (i) Certificate mentioned on the last page of the application form duly completed.
  - (ii) Certified copies of ACRs for the last 5 years ( 2012-13 to 2016-17) (duly attested by an Officer not below the rank of Dy. HOD on each of the page).
  - (iii) A statement showing year wise availability of ACRs and grading duly signed by the Dy. Chairman/ Chairman as per Ministry's letter no. A-12022/10/05-PE-I dtd. 1.2.2007. If ACR for a particular year/period is not available, the certificate to that effect may be attached.

... 2/-

: 2 :

- (iv) Attested photocopies of all certificates.
- (v) NOC of respective Port / Organisation.
- (vi) Vigilance / Administrative Clearance of the concerned Port / Organisation in the revised proforma prescribed by the Ministry vide letter no. I-26/18/2010-PE-1 dtd. 17.8.2010 (copy enclosed).
- (vii) The veracity of the professional certificates and caste certificate provided in terms of letter no. A-12022/10/2005-PE-I dtd. 27.8.2010 by the applicant may be ensured and certified.
- (viii) Two copies of recent passport size colour photograph.

**No advance copy of application from the applicant will be accepted. Competent Authority of the respective Organisation must forward every application. Those applications, which are forwarded by the Competent Authority of the respective Organisation, will only be considered.**

The last date for receipt of applications duly completed, by the Port Trust is **14.03.2018**. Incomplete application or application received after the due date will not be considered. Circular alongwith annexures is also available on our website [www.mptgoa.com](http://www.mptgoa.com).

Yours faithfully,

**Sd/-**  
**(J. B. DHAWALE)**  
**SECRETARY**

Encl. : 1) Annexure - I  
2) Annexure - II  
3) Revised Format for Vigilance Clearance.

**c.c. to:**

Shri P. K. Roy,  
Deputy Secretary to Govt. of India, Ministry of Shipping for information with reference to Ministry's letter No. I-26/9/2013-PE.I dated 12<sup>th</sup> June, 2013 & 17<sup>th</sup> June, 2014. A soft copy of the circular is also sent to Ministry at the address of [sope1@nic.in](mailto:sope1@nic.in) & ([pravin.s@nic.in](mailto:pravin.s@nic.in) or [lissy@nic.in](mailto:lissy@nic.in)) for necessary posting on Ministry of Shipping's website.

**c.c. to:** The Managing Director, Indian Ports Association, New Delhi ... with a request to circulate the vacancy in All Major Port Trust.

**c.c. to:** Asst. Director (EDP)/Finance Dept ... with a request to upload the vacancy circular on the MPT website.

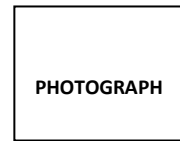
**c.c. to : DC/MPT** .. for circulation among the Officers of this port trust and to forward applications of willing and eligible Officers of his Department.

**MORMUGAO PORT TRUST**  
**EXISTING RECRUITMENT RULES FOR CLASS – I POSTS OF MARINE DEPARTMENT /MoPT**

| Sr. No. | Name of the Post                     | No. of Posts | Classification | Scale of pay (Rs.)                        | Whether selection or non selection | Upper age limit for Direct Recruitment (in years) | Educational & other qualifications required for direct recruitment  | Whether (a) Age (b) Educational Qualification (c) Experience for direct recruits will apply in the 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      |
| 2       | Harbour Master (Category – II Ports) | 1            | Class-I        | 36600-62000 (Pre-revised Rs. 17500-22300) | Selection                          | 45  | (i) Must hold a Certificate of Competency as Master of foreign going ship issued by Ministry of Shipping, Govt. of India or an equivalent qualification recognised by the Ministry of Shipping, Govt. of India.<br>(ii) Must hold Pilot licence and have 6 years experience either as Master of Foreign Going Ship or in Piloting or cumulative . | (a) No<br>(b) Yes<br>(c) No   | N. A.                          | By absorption through composite method failing which by deputation and failing both by direct recruitment | For absorption by composite method, Officers holding analogous posts or Dock Master in the scale of pay of Rs. 32900-58000 with 2 years regular service in the grade or Pilot in the scale of pay of Rs. 29100-54500 with 5 years regular service in the grade in a Major Port Trust are eligible.<br><br>For deputation, officers holding analogous posts or holding post of Dock Master and its equivalent Deck side post with experience as mentioned above or Pilot with 5 years experience in Govt./PSUs/Autonomous Bodies will be eligible.<br><br>The selection is by merit for which the bench mark in overall grading in the ACRs will not be below "Very Good" |         |

**ANNEXURE- II**

**PROFORMA**



**APPLICATION FOR THE POST OF \_\_\_\_\_**

- 1 Name of the Officer :
- 2 Father's Name :
- 3 Present Designation :
- 4 Address for communication with telephone number :
- 5 Date of Birth :
- 6 Age as on ( 01.01.2018) :
- 7 Date of initial appointment :
- 8 Qualification possessed by the Officer ( If any qualification has been treated as equivalent to one prescribed, state the authority for the same) :
- 9 Details of employment/experience in chronological order. Enclose a sheet duly authenticated by your signature if the space below is insufficient

| Name of the organisation & Department | Post held | From | To | Total Period | Scale of pay and Basic Pay | Nature of basic duties |
|---------------------------------------|-----------|------|----|--------------|----------------------------|------------------------|
| 1.                                    |           |      |    |              |                            |                        |
| 2.                                    |           |      |    |              |                            |                        |

- 10 State clearly whether in the light of entries made by you above ,you meet the requirement of the post
- 11 Nature of present employment/post held i.e whether ad-hoc/Temporary/Permanent/Contract/Transfer/Deputation :
- 12 In case the present employment post held is on deputation/ contract basis, please state
  - a) Date of initial appointment :
  - b) Period of appointment on Deputation/ Contract :
  - c) Name of the parent office/organization to which you belong :

- 13 Whether belongs to SC/ST :  
14 Training/Courses if any attended :  
abroad :  
15 Papers submitted if any :  
: :  
16 Any other information

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

**Signature of applicant**

Date:

**Certificate to be given by Head of Office of Capt. :** \_\_\_\_\_

**Designation:** \_\_\_\_\_

1. It is certified that the particulars furnished by the Officer are correct.
2. It is certified that no Disciplinary/Vigilance case is pending or contemplated against the applicant and he/she 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 the ACRs for the last five years (2012-2013 to 2016-2017) are enclosed.
6. The veracity of the University certificates relating to educational qualification has been ensured and certified.

**Signature of the Dy. Chairman/  
Chairman alongwith official seal**

**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.<br>No. | Designation and place of<br>posting | From | To |
|------------|-------------------------------------|------|----|
|------------|-------------------------------------|------|----|

8. Whether the officer has been placed :  
on the " Agreed List" or "List of officer 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 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) (\*)

( Name & Signature)

Date:

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