

**Kolkata Port Trust**  
**15, Strand Road**  
**Kolkata- 700001**



Administration Department  
**Fax : 033-2230-4901**  
**Phone : 2230-3451**  
**E-mail : calport@kopt.in**  
**Website: [www.kolkataporttrust.gov.in](http://www.kolkataporttrust.gov.in)**

No. Admn/7282/1/CMO/E1

Dated, January 15, 2015

The Chairmen,  
All Major Ports.

Sub: Filling up the post of Chief Medical  
Officer in Kolkata Port Trust.

Sir,

The post of Chief Medical Officer in the scale of pay of Rs. 51,300-73,000/- in the rank of Head of Department will fall vacant w.e.f. 1<sup>st</sup> April, 2015.

As per revised Recruitment Rule the post is to be filled up by absorption through composite method from Major Ports.

For absorption through composite method, officers holding analogous posts or officers holding post of Chief Medical Officer in category-II ports with 2 years regular service in the grade or officers holding posts in the scale of pay of Rs. 36,600-62,000/- with 4 years regular service in the grade or officers holding posts in the scale of pay of Rs. 32,900-58,000/- with 5 years regular service in the grade in the Medical Department in a Major Port Trust will be eligible.

The selection is by merit for which the overall grading in the confidential reports shall be "Very Good."

2. Names of suitable and willing officers, who satisfy the provisions of the Recruitment Rules (Annexure – I) for the post of Chief Medical Officer, may please be furnished together with their application as per proforma enclosed (Annexure-II) along with the following documents so as to reach the undersigned on or before 20<sup>th</sup> February, 2015:-

- i) Photo copy of ACRs/APARs of the applicant for the last 5 years duly attested by an officer not below the rank of Dy. HOD on each page.
- ii) Attested photo copy of all certificates.
- iii) No objection certificate of respective Port.
- iv) Undertaking of the applicant not to withdraw, if selected.
- v) Vigilance/Administrative Clearance of the concerned Port (Annexure-III).
- vi) Two passport size photographs.

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If any major or minor penalty has been imposed on the applicant during the last 10 years, the details of the disciplinary case leading to such penalty alongwith necessary documents may be sent by the forwarding authority alongwith the application. Vigilance clearance may be furnished in the format prescribed vide Ministry of Shipping's letter no. A-12022/10/2005-PE.I dated 27<sup>th</sup> August, 2010, copy of which is attached as Annexure-IV.

Yours faithfully,

Encl: As stated.

(S. Pradhan)  
Secretary(I/C)

ANNEXURE-I

Sl. 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 year)	Educational and other qualifications prescribed for direct recruitment	Whether (a) age (b) educational qualification (c) experience for direct recruits will apply in the case of promotion/absorption/deputation	Period of Probation (in year)	Method of recruitment (whether by direct recruitment or by promotion/absorption/deputation)	In case of promotion/adsorption/deputation, grades from which it should be made
1	Chief Medical Officer	1	Class-I (HOD)	51,300-73,000/-	Selection	45	(i) MBB S degree from a recognised university.  (ii) Post qualification experience of 13 years (15 years in case of Post Graduate Diploma holder	(a) No (b) Yes (c) No	2.	By absorption through composite method failing which by deputation and failing both by direct recruitment.	For <u>absorption</u> through composite method, Officers holding analogous posts or the post of Chief Medical Officer in Category-II Port with 2 years regular service in the grade or officers holding posts in the scale of pay of Rs.36,600-62,000/- with years regular

							) in a hospital.				service in the grade or officers holding posts in the scale of pay of Rs.32,900-58,000/- with 5 years regular service in the grade in the Medical Deptt. in a Major Port Trust will be eligible. For deputation , Officers holding analogous post or officers holding post of Chief Medical Officer and equivalent post in Medical Deptt. in the scale of pay of Rs.43,200-66,000/- with 2 years regular service in the grade
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										<p>or officers holding posts of Addl. Chief Medical Officer and equivalent Specialist Posts in the scale of pay of Rs.32,900-58,000/- and above in Medical Deptt. with 5 years regular service in the grade in Govt./PSUs or Autonomous Bodies will be eligible.</p> <p>The selection is by merit for which the benchmark in overall grading in the APARs will not be below "very good".</p>
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**Annexure – II**

**PROFORMA**

1.	Name of the applicant	:	
2.	a) Date of birth b) Date of appointment c) Date of retirement	:	
3.	Present post held along with the details of earlier post/s (with pay scale) held in chronological order.	:	
4.	Whether belongs to SC/ST/OBC	:	
5.	Present pay and pay scale of the post indicating detailed break-up of emoluments.	:	
6.	Service to which the officer belongs to	:	
7.	Educational qualifications	:	
8.	Other qualifications	:	
9.	Experience	:	
10.	Any other points required to be mentioned	:	

**(Signature of the Applicant)**

**Address with Tel. No./Mobile No. if any**

**Place :**

**Date :**

Certificate to be given by Head of Office of

Shri/Smt.....

Designation.....

Annexure-III

1. It is certified that the particulars furnished by Officer are correct.
2. It is certified that no disciplinary/vigilance case is pending or contemplated against the applicant and he/she is clear from the Vigilance and Administrative 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. Copies of APARs for the last 5 years from 2009-2010 to 2013-2014 are enclosed.

**Dated,**

Signature of the forwarding authority along with office seal.

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

(TO BE FURNISHED AND SIGNED BY THE CVO OR HOD)

- 01 Name of officer (in full) :  
02 Father's name :  
03 Date of Birth :  
04 Date of retirement :  
05 Date of entry into service :  
06 Service to which the officers belong including :  
batch/ year /cadre etc. wherever applicable.  
07 Position held (during 10 preceding years) :

Sl.No.	Designation & placing of posting	From	To

- 08 Whether the officer 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 :  
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 has been obtained from the Ministry/ CVC in the past, the information may be provided for the period thereafter.