

IWAI Recruitment, Seniority & Promotion Regulations 1992

II(1992-4)

भाग का संकेत : धनाचार्य

51

INLAND WATERWAYS AUTHORITY OF INDIA NOTIFICATION

Noida, the 8th June, 1990

6-IWAI/Estt./4/90.—In exercise of the powers conferred by Section 35 of the Inland Waterways Authority of India Act, 1985 (82 of 1985), the Inland Waterways Authority of India with the previous approval of the Central Govt. hereby makes the following regulations, namely :—

GENERAL

Short Title and Commencement.—(i) These Regulations shall be called the Inland Waterways Authority of India Recruitment, Seniority and Promotion Regulations, 1992.

(ii) They shall come into force on the date of publication in the Official Gazette.

Application.—They shall apply to all posts mentioned in the Schedule, and Posts to be created dependent on work load from time to time.

Definitions.—In these regulations, unless there is anything repugnant in the subject or context.

- (a) "Act" means the Inland Waterways Authority of India Act, 1985 (82 of 1985).
- (b) "Authority" means Inland Waterways Authority of India, Constituted under Section 3 of the Act.
- (c) "Chairman" means Chairman of the Authority or any person duly authorised to act on his behalf.
- (d) "Appointing Authority" means appointing authorities specified in Annexure 'A'.
- (e) "Cadre" means the strength of a service sanctioned as a separate unit, consisting of posts or categories of posts in the Inland Waterways Authority of India the incumbents of which are eligible to be considered for transfer for promotion by seniority-cum-fitness or seniority-cum-merit when vacancies in higher posts occur in the same service.
- (f) Group 'A' post, Group 'B' Posts, Group 'C' Posts and Group 'D' posts shall have the same meanings as assigned to them in Annexure B as may be amended from time to time.
- (g) "Departmental Promotion Committee" means a Committee constituted as specified in the Schedule.
- (h) "Selection Committee" means the Committee constituted by the Chairman for the selection of candidates by means of a competitive examination of interview or both for appointment to posts for direct recruitment.
- (i) "Direct recruit" means a person recruited on the basis of a competitive examination or interview or both by the Selection Committee.

- (j) "Employee" means any person appointed to any service in the Authority and whose name is included in the Authority's pay roll.
- (k) "Permanent employee" in relation to any grade or post means employee who has been substantively appointed to a permanent vacancy in that grade or post.
- (l) "Schedule" means Schedule appended to these regulations.
- (m) "Scheduled Castes" and "Scheduled Tribes" shall have the meanings assigned to them in clauses (24) and (25) of article 366 of the Constitution of India;
- (n) "Temporary employee" in relation to any grade or post means an employee holding a temporary or officiating appointment in that grade or post.
- (o) "Selection post" means a post for which selection is made on the basis of merit.
- (p) "Non-Selection post" means a post for which selection is made on the basis of Seniority subject to the rejection of unfit.

4. Appointments.—All appointments to posts to which these Regulations apply shall be made in accordance with the provisions of these Regulations. Appointments may be made either by promotion or transfer of employees or by transfer and deputation or by direct recruitment.

5. Method of Recruitment.—The method of recruitment the qualification in respect of age, education, training, requirements of minimum experience, essential and/or desirable, classification of posts as selection posts or non-selection posts and other matters connected with the appointments to various posts shall be as shown in the schedule annexed to these Regulations;

Provided that the prescribed upper age limits may be relaxed :

- (i) by the Chairman upto a maximum of 3 years where the minimum experience prescribed is 10 years or more and upto a maximum of 2 years where the minimum experience prescribed is 5 to 9 years; if there is shortage of suitable candidates or if selected candidate is highly qualified than required under the Regulations :

Provided further that the prescribed qualifications regarding experience for good and sufficient reasons, to be recorded in writing, be relaxed by the Chairman, if a candidate is otherwise found suitable and well qualified.

- (ii) In the case of a candidate who is an ex-serviceman, i.e. ex-employee of India's Defence Force, and who has put in not less than six months continuous service in the Defence Forces, to the extent of the services rendered by him in the Defence Forces plus three years where the vacancy to be filled is a vacancy reserved for such ex-serviceman and dependants of those killed in action.

the extent of the service rendered by him in the Defence Forces where the vacancy to be filled is an un-reserved vacancy and;

- (III) in the case of candidate belonging to Scheduled Caste or a Scheduled Tribe, in accordance with such orders as the Central Govt. may issue from time to time for appointment to services or post under it in favour of the Scheduled Castes and Scheduled Tribes;

Provided further that the qualification regarding experience is relaxable at the discretion of the Chairman, in the case of candidates belonging to the Scheduled Caste and Scheduled Tribe if at any stage of selection the Chairman is of the opinion that sufficient number of candidates from these communities possessing the requisite experience are not likely to be available to fill up the vacancies reserved for them.

6. Probation

- (1) Every person appointed to a post specified in column 2 of the Schedule, whether by direct recruitment or by promotion shall, subject to the provisions of sub-regulations (2) & (3), be on probation for the period specified against the post in that schedule in column 9.
- (2) The period of probation may, if the appointing authority deems fit, be extended for a specific period at a time, but the total period at a time, but the total period of such extensions shall not save where any extension is necessary by reason of any departmental or legal proceedings pending against the employees, exceed the initial period of probation prescribed.
- (3) There will be no probation in the case of appointment to posts on contract basis; deputation, tenure basis, re-employment after superannuation and on permanent transfer.

7. Confirmation of employees of probation

- (1) When an employee appointed on probation to any grade or post has passed the departmental tests if prescribed and has completed his probation to the satisfaction of the appointing authority, he shall be eligible for confirmation in that grade or post.
- (2) Unless the probation period is extended under regulation 8(2) or is discharged under Regulation 10, he shall be deemed to have been confirmed at the end of probation period as per schedule.

8. Maintenance of Roster

A Roster shall be maintained for each grade to show whether a particular vacancy should be filled by direct recruitment or promotion.

9. Reservation

- (a) Orders issued by Central Govt. from time to time for the reservation of appointments, whether by direct recruitment or promotion, to posts under the Central Govt. in favour of

SC and ST shall apply mutatis mutandis to all appointments covered by these regulations.

- (b) Orders issued by Central Govt. from time to time for the reservation of appointments to posts under it in favour of ex-servicemen and dependents of those killed in action shall also apply to appointments covered by these regulations and to which direct recruitment is made.

10. Grant of Higher starting pay in certain cases

The Selection Committee, besides recommending candidates for appointment may also recommend, in deserving cases the grant of higher starting pay in respect of them.

11. Canvassing Support to be a disqualifications

Any endeavour on the part of a person or his relations or friends to canvass support by direct or indirect method for his application for appointment in the service of the Authority or for promotion to a higher post may disqualify him for the appointment or promotion.

12. Suppression of facts

Any candidate who is found to have knowingly furnished any particulars which are false or to have suppressed material information of a character, which if known, would ordinarily have debarred him from getting an appointment in the Authority's service is liable to be disqualified, and, if appointed, to be dismissed from service.

13. Conduct of written or practical tests in certain cases.

The appointing authority may decide whether a written or a practical test or both should be held and also name the officer who should hold the said test and the manner in which the test should be held and other details thereof.

14. Payment of Travelling Allowance for attending interview/test.

In the case of posts filled by direct recruitment, the candidates (including persons already in service of the Authority) shall be paid first class rail fare in the case of the posts of the level of Director and above; and second class rail fare in the case of other. Candidates for the posts below Director level, for journeys from the railway station nearest at the candidate's normal place of residence or from which he actually performs the rail journey, whichever is nearer to the place of interview and back to the same station. In respect of journey by sea from & to any place in India, not connected by rail a single return second class steamer fare exclusive of diet charges will be paid.

15. Discharge or reversion of employees on probation

- (1) An employee on probation who has no lien on any post shall be liable to be discharged from services at any time without notice if (a) On the

basis of his performance or conduct during the period of probation, he is considered unfit for further retention in service; or

(b) If on the receipt of any information relating to his nationality, age, health, education and other qualifications or antecedents, the appointing authority is satisfied that he is ineligible or otherwise unfit for being continued in service.

(2) An employee on probation, who holds a lien on a post may be reverted to such post at any time in any of the circumstances specified in sub-regulation (1).

(3) An employee on probation who is not considered suitable for confirmation at the end of the period of probation prescribed in regulation 8, shall be discharged or reverted in accordance with sub-regulation (1) or sub-regulation (2) as the case may be.

III. PROMOTION

16. Field of Selection for Promotion

(1) Where promotion is to be made to a non-selection post, the employees, who are senior most in the seniority list of the cadre from which promotions are made to a selection post, the field of selection shall not be less than three times and shall not be more than five times the number of vacancies subject to employees with necessary qualifications and experience being available. The Departmental Promotion Committee may at its discretion, for reasons to be recorded in writing, alter these limits to suit exceptional circumstances.

(2) The following principles and procedures shall normally be observed for making departmental promotions :

(a) No employee shall be promoted to a higher post, unless he possesses the necessary qualifications for the higher post.

17. Departmental Promotion Committee.—(1) There shall be a Departmental Promotion Committee as provided in the schedule for each category of posts in the Authority.

(2) Officers on the DPC will be atleast one scale above the post for which the promotion is to be made but not below the level of Assistant Director/Accounts Officer.

(3) The DPC should be convened at regular annual intervals to draw panels which could be utilised for making promotion against the vacancies occurring during the course of a year. The requirement of convening annual meetings of the DPC should be dispensed with only after a certificate has been issued by the appointing authority that there are no vacancies to be filled by promotion or no officers are due for confirmation during the year in question.

(4) Efficiency Bar.—Cases of employees for crossing the efficiency bar will be considered by appropriate DPC on the basis of up-to-date record of performance/performance in written test/and/or trade test prescribed by Chairman if any.

(5) Validity of the proceedings of DPCs.—The proceedings of the Departmental Promotion Committee shall be legally valid and can be operated upon notwithstanding the absence of any of its member other than the Chairman, provided that the member was duly invited but he absented himself for one reason or the other and there was no deliberate attempt to exclude him from the deliberation of the DPC and provided further that majority of the members constituting the DPC are present in the Meeting.

(6) Implementation of the recommendation of the DPC.—The recommendations of the Departmental Promotion Committee are advisory in nature and should be duly approved by the appointing authority before being implemented. A clearance from the Vigilance Section of the Office/Department should also be obtained before making actual promotion or confirmation of officer approved by DPC to ensure that no disciplinary proceedings are pending against the officer concerned.

(7) Refusal of promotion.—When an employee does not want to accept a promotion which is offered to him he may make written request that he may not be promoted and the request will be considered by the appointing authority, taking relevant aspects into consideration. If the reason adduced for refusal of promotion are acceptable to the appointing authority, the next person in the select list may be promoted. However, since it may not be administratively possible or desirable to offer appointment to the persons who initially refused promotion, on every occasion on which a vacancy arises during the period of validity of the panel, no fresh offer of appointment on promotion shall be made in such cases for a period of one year from the date of refusal of first promotion or till the next vacancy arises, whichever is later. On the eventual promotion to the higher grade such government servant will lose seniority vis-a-vis his erstwhile juniors promoted to the higher grade earlier irrespective of the fact whether the posts in question are filled by selection or otherwise. The above mentioned policy will not apply where ad-hoc promotion against short-term vacancies are refused.

18. Deputation/Transfer Deputation/transfer of I.W.A.I. employees to outside posts.—Any employee may be permitted to serve on deputation or on foreign service under the control of the Central or a State Government, a local Authority, a Statutory undertaking or a Govt. Company, as defined in the companies Act: 1956 (1 of 1956) or an institution receiving grant from Govt. on such term as may be mutually agreed upon between the organisations from time to time. The period of deputation shall not exceed 5 years. An employee of I.W.A.I who has been selected for a post in the some other organisations and has been released for appointment on permanent absorption basis after his resignation has been accepted by the Authority will not be allowed to retain any lien in this Authority.

19. Transfer on Deputation.—The term 'deputation' will cover only appointments made by transfer on a temporary basis.

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(b) If on the receipt of any information relating to his nationality, age, health, education and other qualifications or antecedents, the appointing authority is satisfied that he is ineligible or otherwise unfit for being continued in service.

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Central/State Govts./Statutory or Autonomous Bodies/ Public Sector Undertakings. An employee on deputation may elect to draw either the pay in the scale of pay of the deputation post or his basic pay in the parent cadre plus personal pay, if any, plus deputation (duty) allowance. In no case will the pay so fixed be less than the minimum of the scale of the ex-cadre post. The deputation allowance admissible shall be at the following rates :—

- (a) 5 per cent of the employee's basic pay subject to a maximum of Rs. 250 p.m. when the transfer is within the same station;
- (b) 10 per cent of the employee's basic pay subject to a maximum of Rs. 500 p.m. in all other cases ;

Provided that the basic pay plus the deputation (duty) allowance shall at no time exceed Rs. 7,300 p.m.

The period of deputation shall be subject to a maximum of 3 years in all cases except for those posts where a longer period of tenure is prescribed in the Recruitment Rules. The maximum period of deputation shall not exceed 5 years.

20. Direct Recruitment.—Manner of Direct Recruitment.—(1) Appointment to posts in different classes, by direct recruitment, shall be made in accordance with the following procedure :

- (a) Group 'A' & Group 'B' posts.—All vacant posts to be filled by direct recruitment would be advertised whenever considered necessary in important newspaper with wider circulation. Candidates considered suitable may be called for interview and/or given such other tests as are considered necessary. The appropriate Selection Committee, will draw up a panel of names considered fit for appointment, in order of merit alongwith any other recommendations and submit it to the appointing authority.
- (b) All Group 'C' & 'D' posts should be notified to the concerned Employment Exchange and also be advertised in the important newspapers. Candidates considered suitable shall be interviewed by the appropriate Selection Committee who will draw up a panel of those considered fit for selection in order of merit. A test as may be considered necessary by the appointing authority may also be held. Appointments shall be made in order of merit indicated by the Selection Committee.

Note :

- (i) While advertising a vacancy in the newspapers or notifying a vacancy to the Employment Exchange it should be clearly indicated whether the vacancy or the number of posts, if the number of vacancies are more than one, is or are reserved for candidates belonging to Scheduled Castes/Scheduled Tribes or any other specified group.

- (ii) The term Employment Exchange wherever used in these rules includes other appropriate agencies dealing with the reservation for any other specified category of persons referred to in Regulation.

- (iii) In cases of appointment by direct recruitment by advertisement or through Employment Exchange, persons who are already in the service of the Authority in lower grades/ posts will be considered alongwith other candidates on equal footing; relaxation relating to age may, however, be allowed in the case of candidates otherwise qualified.

- (iv) Candidates shall be required to appear for interviews at their own expenses unless it is otherwise decided by the appointing authority.

21. Advertisement of the posts.—Group A & B posts intended to be filled by direct recruitment shall be advertised.

Group C posts intended to be filled by direct recruitment shall be advertised as well as notified in the local employment exchange.

Group D posts intended to be filled may be notified with Local employment exchange.

22. Application for direct recruitment.—(1) A candidate for recruitment by direct recruitment shall apply before such date in such form and in such manner as may from time to time be prescribed by the Chairman. He shall also submit such proof of his age, qualifications for experience, as the Chairman may require.

(2) The crucial date for determining the age limit shall be the closing date for receipt of applications from candidates in India (other than those in the Andaman and Nicobar Islands and Lakshadweep).

23. Eligibility and disqualifications for direct recruitment.—(1) In order to be eligible for direct recruitment to any grade or posts, a candidate must be.—(a) a citizen of India or (b) a subject of Nepal ; or (c) a subject of Bhutan ; or (d) a Tibetan refugee who came over to India before the 1st January 1962, with the intention of permanently settling in India ; or (e) a person of Indian origin who has migrated from Pakistan, Burma, Sri Lanka or the East African countries of Kenya, Uganda or the United Republic of Tanzania (formerly Tanganyika and Zanzibar) with the intention of permanently settling in India ;

Provided that a candidate belonging to category (a) shall produce such proof of his nationality, as the Chairman may, from time to time require : Provided further that a candidate belonging to categories (b), (c), (d) & (e) shall be a person in whose favour a certificate of eligibility has been issued by the Govt. of India ;

Provided also that a candidate in whose case the proof of nationality or a certificate of eligibility is necessary may be provisionally appointed, pending

rotation of vacancies which shall be based on the quotas reserved for transfer, direct recruitment and promotion respectively in the Recruitment Rules. Where a person is appointed by transfer in accordance with the provisions in the Recruitment Rules providing for such transfer in the event of non-availability of suitable candidate by direct recruitment or promotion, such transferee shall be grouped with direct recruits or promotees as the case may be. He shall be ranked below all direct recruits or promotees, as the case may be, selected on the same occasion.

Seniority list of employees

A Seniority list indicating the respective seniority of the employees shall be maintained for each grade.

Category of Employee

Group 'A'
Group 'B'
Group 'C'
Group 'D'

ANNEXURE 'A'

Appointing Authority
As per delegation by Authority.

Group 'A'
Group 'B'
Group 'C'
Group 'D'

ANNEXURE 'B'

A Post carrying a pay or a scale of pay with a maximum of not less than Rs. 4000/-.
A post carrying a pay or a scale of pay with a maximum of not less than Rs. 2900/- but less than Rs. 4000/-.
A post carrying a pay or a pay scale with a maximum over Rs. 1150/- but less than Rs. 2900/-.
A post carrying a pay or a scale of pay the maximum of which is Rs. 1150 or less.

Gen / Admn

SCHEDULE

Name of Post	No. of Posts	Classification	Scale of pay	Whether selection or non-selection post	Age limit for direct recruits	Educational and other qualifications required for direct recruits
1	2	3	4	5	6	7
1. Secretary	1	Group 'A'	Rs. 4500-150-5700	Selection	Preferably below 50 years.	Essential (i) Degree from a recognised University or equivalent. (ii) 15 years experience in a responsible senior position out of which, at least 5 years in the next below level, in administration and establishment work in a Govt. office or Public body or a commercial organisation of repute. Desirable : (i) A degree in Law. (ii) Master of Business Administration (iii) Graduates from the Institute of Company Secretaries

VI SAVINGS

30. Savings

Nothing in these regulations shall affect reservations, relaxation of age limit and other concessions required to be provided for the scheduled castes, the scheduled Tribes, Ex-Servicemen and other special categories of persons, in accordance with the orders issued by the Central Govt. from time to time in this regard.

31. Interpretation

When a doubt arises as to the interpretation of any of these regulations, the matter shall be referred to the Chairman who shall decide the same.

32. Transitory Provision

Notwithstanding anything contained in these Regulations, all appointments and promotions already made prior to notification of these Regulations, will remain unaffected.

Whether age and Educational qualifications prescribed for direct recruits will apply in the case of promotees	Period of Probation, if any	Method of recruitment whether by direct recruitment or by promotion or by deputation/transfer and percentage of the vacancy to be filled by various methods	In case of recruitment by promotion/deputation/transfer, from which promotion/deputation/transfer to be made	If a D.P.C. exists what is the composition
8	9	10	11	12
No	One year	By promotion failing which by transfer on deputation/transfer and failing both by direct recruitment.	Promotion : Dy. Secretary, IWA with 5 years service in the grade. Transfer on Deputation/Transfer Officers in the Central/State Govt./Statutory or Autonomous bodies/ Public Sector Undertakings. (a)(i) holding analogous posts OR (ii) 5 years service in the post in the scale of Rs. 3,700-5,000 or equivalent, and (b) possessing the educational qualifications specified for direct recruits in Col. 7. (Period of deputation shall not exceed 5 years).	Chairman Vice-Chairman Member (Finance)

1	2	3	4	5	6	7
2. Deputy Secretary.	*One	Group 'A'	Rs. 3700/25 4700-150-5000.	Selection	Not exceeding 45 years.	Essential : (i) Degree of a recognised university or equivalent. (ii) 10 years experience in a responsible senior position, out of which, atleast three years in the next below level of administration, accounts and establishment work in a Government Office or a Public body or a Commercial organisation of repute. Desirable : (i) Degree in Law (ii) Master of Business Administration (iii) Graduate from Institute of Company Secretaries. (iv) Post Graduate Diploma in Personnel Management.

8	9	10	11	12
No	One year	By Promotion failing which by transfer on deputation/transfer and failing both by direct recruitment.	Promotion : Assistant Secy. with 5 years regular service in the grade : Transfer on Deputation/transfer : Officers under the Central/State Govts. (a)(i) Holding analogous posts or (ii) with 5 years' service in the scale of Rs. 3000-4500 or equivalent and (b) possessing educational qualifications prescribed for direct recruits and Col. 7. (Period of deputation shall ordinarily not exceed 3 years.)	1. Vice Chairman 2. Member (Fin.) 3. Secretary.

1	2	3	4	5	6	7
3. Assistant Secretary.	Two* *Subject to variation depending on workload.	Group 'A'	Rs. 3000-100-1500-125-4500.	Selection	Not exceeding 40 years.	Essential : (i) Degree of recognised University or equivalent. (ii) 5 years experience of administration and establishment work in a supervisory capacity in a Govt. Office or Public body or a commercial organisation or repute.
8	9	10	11	12		
No.	0.20 year	By promotion failing which by transfer on deputation/transfer and failing both by direct recruitment.	Promotion : Section Officer/Private Secretary in the scale of Section Officer with 5 years service in the grade. Transfer on Deputation/transfer Officers under the Central/State Govt./Public Sector undertaking:— (a) (i) Holding analogous and/or (ii) with 5 years and 8 years service in the scale of Rs. 2,200-4,000 and Rs. 2,000-3,500 respectively or equivalent and; (b) possessing educational qualifications prescribed for direct recruits in Col. 7. (Period of deputation shall ordinarily not exceed 3 years).	Vice-Chairman Member (Finance) Secretary		
1	2	3	4	5	6	7
4. Assistant Director (Legal)	1* *Subject to variation dependent on work-load.	Group 'A'	Rs. 2200-75-2800—EB-100-4000.	Not applicable	Not exceeding 35 years.	Essential : (1) Degree in Law from a recognised University, and (2) 3 years experience in litigation/legal matters. Desirable : (1) P.G. qualification in Law from a recognised University. (2) Experience of handling Legal cases in a court of Law, Tribunals etc.
8	9	10	11	12		
Not applicable	1 Year	By direct recruitment and/or transfer on deputation/transfer.	Transfer on Deputation/transfer Officers in the Central/State Govt./Public Sector Undertakings Autonomous bodies— (a) Holding analogous posts OR (b) with 5 years Service in the next below level or equivalent, and possessing educational qualifications prescribed in Column 7 for direct recruitment. (Period of deputation shall ordinarily not exceed 3 years).	Vice Chairman Member (Finance) Secretary.		

1	2	3	4	5	6	7
Assistant Public Relations Officer	1* *Subject to variation depending on workload.	Group 'C'	Rs. 1,200-30-1,560-EB-40-2,040.	Not applicable	Not exceeding 30 years.	Essential : (i) Degree of a recognised University or equivalent. (ii) Degree in Public Admn., or Diploma in Business Management/Personnel Management from a recognised University or equivalent. (iii) 1 year experience in Liaison work in some Govt. Office/Public Sector Undertaking or Commercial organisation of repute. Desirable : (i) Degree in Law of a recognised University.
8	9	10	11	12		
Not applicable	One year	By transfer on deputation/transfer failing which by direct recruitment.	Transfer on deputation/Transfer : Officers under Central/State Govts./Public Sector Undertakings/Statutory organisations and Autonomous organisations/bodies. (a)(i) holding analogous posts. (ii) having 3 years service in the pay scale of Rs. 950-1500 or equivalent. (b) Possessing the educational qualifications prescribed for direct recruits under col. 7. (Period of deputation shall not ordinarily exceed 3 years).	Vice Chairman Member (Fin.) Secretary		
1	2	3	4	5	6	7
Deputation Officer/ Office Supdt.	3* *Subject to variation dependent on workload.	Group 'B'	Rs. 2000-60-2300-EB-75-3200-100-3500.	Non-Selection post.	Not exceeding 30 years.	Essential : (i) Degree of a recognised University or equivalent. (ii) 5 years experience in administration and establishment matters. Desirable : (i) Degree or Diploma in Personnel Management. (ii) Degree in Law.

8	9	10	11	12
No	One Year	By Promotion failing which by transfer on deputation/Transfer and failing both by direct recruitment.	Promotion : Assistant/Head Clerks with 8 years service in the Grade. Transfer on deputation/Transfer Officers holding analogous posts under the Central/State Govt. Statutory/Autonomous bodies or Public Sector Undertakings :- failing which Assistants of the Central Secretariat Service having 8 years service in the grade. (Period of deputation shall not ordinarily exceed 3 years).	Vice-Chairman/ Member (Finance) Secretary Dy. Secretary.
1	2	3	4	5
7. Private Secretary.	2*	Group 'D'	Rs. 2000-60-2300-EB-75-3200-100-3500.	Selection
	*Subject to variation depending on workload.			Not applicable
6	7			Not applicable
8	9	10	11	12
No	Not applicable	By promotion failing which by transfer on deputation/transfer.	Promotion : Senior P.A. with 5 years service in the grade or 8 years combined service in the grade of Stenographer Grade 'C' and Senior P.A. of which minimum 3 years should be in the grade of Senior P.A. Transfer on deputation/Transfer Officers under Central/State Govt./ Public Sector undertakings/ Statutory organisations and Autonomous organisations/ bodies. (a)(i) holding analogous posts. (ii) having 3 years service in the pay scale of Rs. 2,000-3,200 or equivalent, or (iii) having 8 years service in the scale of pay of Rs. 1,400-2,600 or equivalent. (b) Possessing the educational qualifications prescribed for direct recruits under Col. 7. (Period of deputation shall not ordinarily exceed 3 years).	Vice Chairman/ Member (Fin.) Secretary Dy. Secretary

1	2	3	4	5	6	7
Senior PA	2*	Group 'B'	Rs. 2000-50-2300-EB-75-3200	Non-Selection	Not applicable	Not applicable
	*Subject to variation depending on workload					
8	9	10	11	12		
No.	One year	By promotion falling which by transfer on deputation/transfer	Promotion : Stenographers Grade 'C' with 5 years service in the grade Transfer on deputation : Officers of Central Govt./State Govts. — (i) holding analogous posts or (ii) with 5 years service in the pay scale of Rs. 1400-2600 (Period of deputation shall not ordinarily exceed 3 years)	Secretary Dy. Secretary Chief Accounts Officer		
1	2	3	4	5	6	7
Stenographer Grade 'C'		Group 'C'	Rs. 1400-40-1600-50-2300-EB-60-2600.	Non-Selection	Not exceeding 25 years	Essential : (i) Matriculation or equivalent certificate from a recognised Board/University (ii) Speed in shorthand at 120 w.p.m. (iii) Speed in Typewriting 40 w.p.m. Desirable : (i) Degree of recognised University. (ii) 2 years experience in Government Offices or Corporations/Registered firms
8	9	10	11	12		
No Qualification—Yes	One year for direct recruits	By promotion falling which by transfer on deputation and falling both by direct recruitment	Promotion : Stenographer Grade 'D' with 5 years service in the Grade Transfer on deputation : Officer under the Central/State Governments :— (a) (i) holding analogous posts (ii) with 5 years service in the pay scale of Rs. 1200-2040 and (b) Possessing educational qualification prescribed for direct recruits in Col. 7. (Period of deputation shall not ordinarily exceed 3 years)	Secretary Dy. Secretary Chief Accounts Officer		

1	2	3	4	5	6	7
10. Assistant	4*	Group 'C'	Rs. 1400-40-1600-50-2300-EB-60-2600	Non-Selection	18-25 years	Essential : Degree from a recognised University or equivalent. Desirable : Five years experience in a Govt. office or Corporation or Registered firm.

*Subject to variation dependent on workload

8	9	10	11	12
No	One year for direct recruits	By promotion failing which by transfer on deputation/transfer and failing both by direct recruitment	Promotion : UDC, with five years service in the grade Transfer on deputation : (including short term contract) : Officers of the Central Govt or State Govts : (i) holding analogous post or (ii) with 5 years service in the grade of UDC or equivalent (The period of deputation shall not ordinarily exceed 3 years)	Dy. Secretary Chief Accounts Officer Assistant Secretary

1	2	3	4	5	6	7
11. Hindi Translator	1*	Group 'C'	Rs. 1400-40-1600-EB-30-2300-EB-60-2600	Not applicable	Not exceeding 30 years	Degree of a recognised University in Hindi/English with English/Hindi as a compulsory/elective subject or as medium of examination at degree level. Or Degree of a recognised university in any subject other than Hindi/English with Hindi and English as compulsory/elective subjects or either of the two as medium of examination and the other as a compulsory/elective subject at degree level. Or Degree of a recognised University in any subject other than Hindi/English with Hindi/English medium and English/Hindi compulsory/elective subject or as medium of examination at degree level. Bachelor's degree of recognised University with Hindi & English as compulsory/elective subjects or either of the two as medium of examination and the other as a compulsory/elective subject plus recognised Diploma/Certificate course in Translation from Hindi to English and vice-versa or two years experience of translation work from Hindi to English and vice-versa in Central/State Govt. offices, including Govt. of India Undertakings

*Subject to variation dependent on workload

8	9	10	11	12
Not applicable	One year	By transfer on deputation/transfer falling which by direct recruitment	Transfer on deputation/Transfer :- Central Govt. Officers holding :- (A) (i) analogous posts Or (ii) 3 years service in the pay scale of Rs. 1200-2040 or equivalent; and (B) Possessing qualifications prescribed for direct recruits in column 7 (Period of deputation shall not ordinarily exceed 3 years)	By Secretary Chief Accounts Officer Assistant Secretary

1	2	3	4	5	6	7
Receptionist-cum-Telephone Operator	1*	Group 'C'	Rs. 1400-40-1800-50-2300-EB-50-2600	Not applicable	18-25 years	Essential : Degree from a recognised University or equivalent Desirable : 2 years' experience as receptionist/telephone operator in some Govt. office/public sector undertaking or Business company of repute
*Subject to variation dependent on workload						

8	9	10	11	12
Not applicable	One year for direct recruits	Transfer on deputation/Transfer falling both by direct recruitment	Transfer on deputation : Officers under the Central/State Govt./Statutory or autonomous body/Public Sector undertakings :- A (i) holding analogous posts Or (ii) with 3 years' service in the pay scale of Rs. 1200-2040 or equivalent; or B Possessing educational qualifications required for direct recruits under Col. 7. (Period of deputation should not ordinarily exceed 3 years)	Deputy Secretary Chief Accounts Officer Assistant Secretary

1	2	3	4	5	6	7
Head Clerk	3*	Group 'C'	Rs. 1400-40-1800-EB-50-2300	Non-Selection post	18-25 years	Essential : Degree from recognised University or equivalent Desirable : 5 years' experience in Administrative Establishment and Budget work and purchase of Engineering stores with through knowledge of Govt. rules and regulations
*Subject to variation dependent on workload						

8	9	10	11	12		
No	1 year for direct recruits	By promotion failing which by transfer on deputation failing both by direct recruitment	Promotion : UDCs/Storekeeper with five years service in the grade Transfer on deputation Officers in the Central/State Govt / Statutory or Autonomous bodies/ Public Sector undertakings. (i) holding analogous post or (ii) with 5 years service in the grade of UDC or equivalent. (The period of deputation shall not ordinarily exceed three years.	Deputy Secretary Chief Accounts Officer Assistant Secretary		
1	2	3	4	5	6	7
14. U.D.C	7*	Group 'C'	Rs. 1200-30-1560-EB-40-2040	Non selection post	Not applicable	Not applicable
*Subject to variation depending on workload						
8	9	10	11	12		
Not applicable	Not applicable	By promotion failing which by transfer on deputation/transfer	Promotion : LDC with 5 years service in the grade Transfer on deputation/transfer Officers in the Central/State Government or Autonomous bodies or Public Sector undertakings :— (i) holding analogous post OR (ii) with 5 years service in the grade of LDC or equivalent (The period of deputation shall not ordinarily exceed 3 years)	Deputy Secretary Chief Accounts Officer Assistant Secretary		
1	2	3	4	5	6	7
15. Stenographer Grade 'C'	16*	Group 'D'	Rs. 1200-30-1551-EB-40-2040	Not applicable	Not exceeding 25 years	Essential : (i) Matric or equivalent Certificate from recognised Board/University (ii) Speed in short hand at 80 words per minute and speed in typewriting at 30 words per minute Desirable : Degree of a recognised University or equivalent
*Subject to variation depending on workload						
8	9	10	11	12		
Not applicable	One year	Direct recruitment		Not applicable	Not applicable	

1	2	3	4	5	6	7
Store keeper	1*	Group 'C'	Rs 1200-36-1560-EB-40-2040/-	Non-Selection	Not exceeding 25 years	Essential : Matriculate or equivalent with 5 years experience in stores, handling, spares, equipments etc. Desirable : (i) Degree of recognised university or its equivalent (ii) Knowledge of Accountancy Book-Keeping and Typewriting
*3 subject to variation depending on workload						

8	9	10	11	12
Qualification : Yes	1 year for direct recruits	By promotion failing which by direct recruitment	Promotion : Store clerk with 5 years service in the grade	Deputy Secretary Chief Accounts Officer Assistant Secretary

1	2	3	4	5	6	7
Store Clerk	4*	Group 'C'	Rs 950-20-1150-EB-25-1500	Non-Selection	25 years	Essential : (i) Matriculate or equivalent Certificate from a recognized Board/University (ii) Experience in handling of stores Desirable: (i) Degree of recognized University or its equivalent (ii) Knowledge of Accountancy Book-Keeping and Typewriting
*Subject to variation depending on workload.						

8	9	10	11	12
Qualification : Yes	1 year for direct recruits only	50% by promotion failing which by direct recruitment 50% direct recruitment	Promotion : Storeman with 5 years of service in the grade	Deputy Secretary Chief Accounts Officer Assistant Secretary

1	2	3	4	5	6	7
D C	14*	Group 'C'	Rs 950-20-1150-EB-25-1500	Not applicable	Not exceeding 25 years	Essential : (i) Matriculation or equivalent from recognized Board/University (ii) Typing speed 30 w.p.m.
*Subject to variation dependent on workload						

8	9	10	11	12		
Not applicable	1 year	(i) 90% by direct recruitment (ii) 10% by Ltd. Departmental examination for Group 'D' staff. (a) Eligibility conditions for Limited Departmental Examination will be as follows:— Examination shall be confined to such Group 'D' Staff/employees who fulfil the requirement of minimum educational qualification viz. Matriculation or equivalent qualification and have rendered 5 years' service in Group 'D' post. (b) The Maximum age limit for this examination shall be 40 years (45 years for scheduled cast of schedule tribes)	Not applicable	Not applicable		
1	2	3	4	5	6	7
19. Gestner Operator	1*	Group 'C'	Rs. 950-20-1150- EB-25-1400	Selection	Not exceeding 25 years	Essential : Middle school standard pass and sufficient experience of taking ferro-prints, handling the Gestner, Duplicator Machine and maintenance of drawing.
*Subject to variation depending on workload.						
8	9	10	11	12		
Not applicable	1 year	By promotion failing which by direct recruitment	Promotion : Daftry having three years service in the grade or Peon with 5 years service in the grade and possessing experience in handling duplicating machine and taking ammonia prints	Deputy Secretary Chief Accounts Officer Assistant Secretary		
1	2	3	4	5	6	7
20. Store attendant/ Store-man *Subject to variation depending on workload.	6*	Group 'D'	Rs. 775-12-955- EB-14-1025.	No applicable	Not exceeding 25 years	Matriculation or equivalent.
8	9	10	11	12		
Not applicable	1 year	Direct recruitment		Not applicable		Not applicable

1	2	3	4	5	6	7
21. Daftry	2*	Group 'D'	Rs. 775-12-955-EB-14-1025.	Non-selection	Not applicable	Not applicable
*Subject to variation depending on workload.						
8	9	10	11	12		
Not applicable	Not applicable	By promotion	Promotion : Peons with 3 years service in the Grade.		Deputy Secretary Chief Accounts Officer Assistant Secretary	
1	2	3	4	5	6	7
22. Peon/Farash/watchman	19*	Group 'D'	Rs. 750-12-870-EB-14-940.	Not applicable	Not exceeding 25 years	Essential : 8th Class pass
*Subject to variation depending on workload.						
8	9	10	11	12		
Not applicable	One year	Direct recruitment	Not applicable		Not applicable	
1	2	3	4	5	6	7
23. Safaiwala	1*	Group 'D'	Rs. 750-12-870-EB-14-940.	Not applicable	Not exceeding 25 years	Desirable : 5th Class pass.
*Subject to variation depending on workload.						
				<i>Technical</i>		
8	9	10	11	12		
Not applicable	One year	By direct recruitment	Not applicable		Not applicable	
1	2	3	4	5	6	7
24. Chief Engineer	1*	Group 'A'	Rs. 4500-150-5700	Selection	Below 50 years	Essential : (i) Degree in Civil/Marine/Mechanical Engineering/Naval Architecture from a recognized University or equivalent. (ii) 15 years experience in a supervisory capacity out of which atleast 5 years in the next below level in: Investigations, planning, design and construction of Marine structure/river Engineering works including repair and maintenance. or Various branches of Marine/Mechanical Engineering works including experience in repair and maintenance of harbour drafts.
*Subject to variation dependent on workload.						

7*

of :-

Design, Planning and construction of vessels in shipyards or Marine organisation concerning design of inland vessels including experience in design of navigational aids etc.

Desirable :-

Experience in works connected with Inland Waterways in dredging, river conservancy works, river training, marking of fairway, rules and regulations for safety of Shipping and Navigation.

8	9	10	11	12
Age : No. ✓ Qualification : Yes ✓	1 year for direct recruits.	By promotion failing which transfer on deputation/transfer failing both by direct recruitment ✓	The departmental Officers with 5 years experience/service in the grade of Director will be considered for promotion. Transfer on Deputation/Transfer: Officers in the Central/State Govt./Statutory or Autonomous Bodies/Public Sector undertakings : (a) (i) holding analogous posts OR (ii) with 5 years service in the next below level or equivalent, and (b) Possessing the educational qualifications specified for direct recruits under Col. 7. (Period of deputation shall not exceed 5 years.	Chairman Vice Chairman Member Technical

1	2	3	4	5	6	7
25. Director	5*	Group 'A'	Rs. 3700-125-4700-150-5000	Selection	Below 45 years.	Essential : (i) Degree in Civil/Mechanical Marine Engineering/ Naval Architecture from a recognised University or equivalent. (ii) 10 years experience in a supervisory capacity out of which atleast 5 years in the next below level, in: Investigation, planning, designs and construction of Marine structures/river engineering works including repair and maintenance.

*Subject to variation dependent on workload

2 3 4 5 6 7

OR

Various branches of Mechanical/Marine Engineering works including experience in repair and maintenance of harbour crafts.

OR

Design, planning and construction of vessels in shipyards/or Marine organisations dealing with inland vessels including experience in designs of navigational aids etc.

DESIRABLE :

Experience in works connected with inland waterways in dredging, river conservancy works, river training, marking of fairway, rules and regulations for safety of Shipping and Navigation.

	9	10	11	12
Qualification : No Qualification : Yes	One year	2/3 by promotion failing which by transfer on deputation/transfer and filling both by direct recruitment and 1/3 by direct recruitment.	PROMOTION : Officers with 5 years service in the grade of Deputy Director. Transfer on deputation/Transfer Officers in the Central/State Government/Statutory or Autonomous bodies/Public Sector Undertakings. (a) (i) holding analogous posts; or (ii) with 5 years service in the next below level or equivalent; and (b) Possessing the educational qualifications prescribed for direct recruits under col. 7. (Period of deputation shall ordinarily not exceed 4 years.	Vice Chairman Member (Technical) Chief Engineer.

1	2	3	4	5	6	7
✓ 26. Deputy Director	7*	Group 'A'	Rs. 3000-100-3500-125-4500.	Selection	Below 40 years.	<p>Essential :</p> <p>(i) Degree in Civil/Mechanical/Marine Engineering/ Naval Architect from a recognized University or equivalent;</p> <p>(ii) 5 years experience in a supervisory capacity in investigation, design, planning and construction of Civil Engineering works including repair and maintenance;</p> <p>OR</p> <p>Various branches of Marine/Mechanical Engineering works including experience in repair and maintenance of harbour crafts;</p> <p>OR</p> <p>Design, planning and construction of vessels in shipyards or marine organizations.</p> <p>DESIRABLE:</p> <p>Experience in works connected with inland waterways in dredging, river conservancy works, river training marking of furways.</p>
*Subject to variation dependent on workload.						

8	9	10	11	12
✓ Age : No. Qualification: Yes	1 year for direct recruits only	By promotion failing which by transfer on deputation/transfer and failing both by direct recruitment.	<p>PROMOTION :</p> <p>Assistant Director with 5 years service in the grade. Transfer on deputation/transfer.</p> <p>Officers under the Central/State Govts./ Statutory or Autonomous bodies/Public Sector undertakings.</p> <p>(a) (i) holding analogous post; or</p> <p>(ii) with 5 years service in the next below level in the scale of Rs. 2200-4000 or equivalent, and</p> <p>(b) Possessing the educational qualifications and experience prescribed for direct recruits under Col. 7.</p> <p>(Period of deputation shall ordinarily not exceed 3 years).</p>	Vice Chairman Member (Technical) Chief Engineer.

1	2	3	4	5	6	7
7. Assistant Director	13*	Group 'A'	Rs. 2200-75-2800-EB-100-4000.	Selection	Below 35 years.	<p>ESSENTIAL :</p> <p>(i) Degree in Civil/Mechanical/Marine Engineering/Naval Architect from a recognised University or equivalent;</p> <p>(ii) 3 years experience in supervisory capacity in investigation, design planning and construction of Civil Engineering works including repairs and maintenance;</p> <p>OR</p> <p>Various branches of Mechanical/Marine Engineering Works including experience in repairs and maintenance of harbour crafts.</p> <p>OR</p> <p>Design, planning and construction of vessels in ship yard or marine organisations.</p> <p>DESIRABLE :</p> <p>Experience in works connected with inland waterways, dredging river conservancy works, river training, marking of fairway etc.</p>
<p>*Subject to variation dependent on workload.</p>						

8	9	10	11	12
Age : No Qualification : to the extent applicable to Col. 11.	One year	50% by promotion, 50% by transfer on deputation (ailing which by direct recruitment.	<p>Half of the vacancies earmarked for promotion are reserved for Technical Asstt., holding a degree in Engineering with 3 years experience or Diploma in Engg. with 8 years experience and half of the vacancies earmarked for promotion are reserved for supervisors/ Overseers holding a Degree in Engg. with 3 years experience and Diploma in Engg. with 8 years experience.</p> <p>Transfer on deputation/transfer. Officers in the Central/State Govts./ Statutory or Autonomous Bodies/ Public Sector Undertakings :</p> <p>(a) (i) holding analogous post; or (ii) 3 years service in the next below level or 5 years service in the next two level below or equivalent; and</p> <p>(b) Possessing the educational qualification as specified in col. 7. (Period of deputation shall not ordinarily exceed 3 years).</p>	Vice-Chairman Member (Tech.) Chief Engineer.

1	2	3	4	5	6	7
28. Technical Assistant	9*	Group 'B'	Rs. 1640-60-2600-EB-75-2900	Non-Selection	Not exceeding 30 years.	<p>ESSENTIAL : Degree in Civil/Mechanical Engineering/Naval Architecture or equivalent</p> <p>OR</p> <p>Diploma in Civil/Mechanical/Marine Engineering/Naval Architecture from a recognised institute viz. 3 years' experience in organisation carrying out work in the relevant field.</p> <p>DESIRABLE : Experience in design or Civil structures/experience in dredging and Inland Vessels/experience in Marine workshop/experience in design inland vessels.</p>
*Subject to variation dependent on workload.						
8	9	10	11	12		
Age : No Qualification: Yes	One year.	50% by promotion (ailing which by transfer on deputation/transfer and 50% by direct recruitment and failing both by direct recruitment.	<p>PROMOTION : Supervisors holding degree with 2 years' experience and Supervisors with Diploma with 5 years' experience in the grade.</p> <p>Transfer on deputation/transfer. Officers in the Central/State Govts./Statutory or Autonomous bodies/ Public Sector Undertakings-</p> <p>(a) (i) holding analogous post;</p> <p>OR</p> <p>(ii) 3 years' service in the next below level or 5 years' service in the next two level below or equivalent; and</p> <p>(b) possessing the educational qualification as prescribed in Col. 7.</p> <p>(Period of deputation shall not ordinarily exceed 3 years).</p>	Member (Tech.) Chief Engineer Director		AA
<p>100% promotion falling within by transfer by transfer on deputation and failing both by direct recruitment.</p>						
1	2	3	4	5	6	7
29. Technical Assistant (Economics/Statistics)		Group 'B'	Rs. 1640-60-2600-EB-75-2900.	Not applicable	Not exceeding 30 years	<p>Essential : Post Graduate Degree in Economics/Statistics or equivalent from a recognised University with one year experience in data compilations, analysis and presentation.</p>

8	9	10	11	12
Not applicable	One year	By transfer on deputation/ transfer failing which by direct recruitment.	Transfer on Deputation/Transfer : Officers in Central/State Govts./ Statutory or Autonomous Bodies/ Public Sector Undertakings :— (a) (i) holding analogous posts : or (ii) 3 years' service in the next below level or equivalent; and (b) Possessing educational quali- fications specified for direct recruitment in Col. 7. (Period of deputation shall not ordinarily exceed 3 years)	Not applicable

1	2	3	4	5	6	7
Supervisor	17*	Group 'C'	Rs. 1400-40- 1800-EB-50- 2300	Not applicable	Not exceeding 25 years	Degree in Civil/Marine/ Mechanical Engineering/ Naval Architecture; Or Diploma in Civil/Marine/ Mechanical/Electrical Engi- neering/Naval Architecture with one year experience. Desirable : Experience in inland water- ways and/or allied works

*Subject to variation dependent on workload.

8	9	10	11	12
Not applicable	One year	Direct recruitment		Not applicable

1	2	3	4	5	6	7
Tracer	7*	Group 'C'	Rs. 975-25- 1150-EB-30- 1540	Not applicable	Not exceeding 25 years	Essential : (i) Matriculation or equiva- lent; (ii) 2 years' experience of tracing, lettering, enlarg- ing, and reducing of maps, in a Government office or recognized institution or firm. Desirable : Diploma/National Trade Certificate in draftsmanship from an institution recogni- zed by the Govt., not less than 2 years duration.

*Subject to variation dependent on workload.

8	9	10	11	12
Not applicable	One year	Direct recruitment		Not applicable

8	9	10	11	12		
Age : No Qualification : Yes	One year	By promotion failing which by transfer on deputation/ transfer failing both by direct recruitment	Promotion : Draftsman with 3 years regular ser- vice in the grade. Transfer on Deputation/Transfer Officers in the Central/State Govt./ Statutory or Autonomous bodies/ Public Sector Undertakings : (a) (i) holding analogous posts or (ii) 3 years service in the post in the scale of Rs. 1200- 2040 or equivalent; and (b) Possessing the educational qua- lifications specified for direct recruits in Col. 7. (Period of deputation shall ordinarily not exceed 3 years)	Chief Engineer Director Senior Hydrographic Surveyor		
1	2	3	4	5	6	7
34. Pipeline Assistant	Group 'C'	Rs. 930-20- 1150-EB-25- 1500	Not applicable	Not exceeding 30 years	Essential : (i) Secondary school certi- ficate or equivalent. (ii) ITI Trade in Fitting/ Automobile Diesel Me- chanic or equivalent. (iii) Knowledge in swimming Experience : Minimum 2 years in concern ed trade in any reputed organisa- tion/shipyards	
8	9	10	11	12		
Not applicable	One year	By direct recruitment	Not applicable	Not applicable		
1	2	3	4	5	6	7
35. Pipeline Incharge	Group 'C'	Rs. 1200-30- 1560-EB-40-2040	Selection	Not exceeding 35 years	Essential : (i) Secondary School Certi- ficate or equivalent (ii) ITI Trade in fitting/ Automobile Diesel me- chanic or equivalent (iii) Knowledge of swimming Experience : Minimum 3 years experience in concerned trade in any re- puted organisation/shipyards Desirable : Experience in handling dred- ger pipelines	
*Subject to variation dependent on workload.						
8	9	10	11	12		
Age : Educational Qualification : Yes	No One year for direct recruitment	By promotion, failing which by direct recruitment	Promotion Pipeline Assistants with 3 years service in the grade	Director Dy. Director Dy. Secretary		

1	2	3	4	5	6	7
36. Dredge Control Operator	Group 'C'	Rs. 1400-40-1600-50-2300-EB-60-2600	Non-Selection	Not exceeding 35 years	Essential :	(i) Petty Officers from Indian Navy having 5 year experience in the Grade. Or Diploma in Mechanical Electrical Engg. with experience of one year in operation of machinery Or Matriculation with minimum ten years experience as Tube Operator on Dredgers Or Driver 1st Class with 5 years experience in the Grade. (ii) Knowledge of swimming. Desirable : Experience in running and operation of Cutter Dredger.
*Subject to variation dependent on workload.						
8	9	10	11	12		
Not applicable	One year	By promotion failing which by direct recruitment	Promotion from Driver Grade I after necessary trade test	Director Dy. Director Dy. Secretary		
1	2	3	4	5	6	7
37. Dredge Master	Group 'B'	Rs. 2000-60-2300-EB-75-3200-100-3500	Selection	Not exceeding 35 years	Dredge Master certificate grade holders of AIDC training of M/S DCI. OR 1st Class Driver having passed higher secondary Exams with 8 years experience in operation of dredgers OR Petty Officer from Indian Navy having 5 years experience on Dredgers OR SR. II Certificate holders with a minimum of 1 year experience in handling dredger in addition to 6 years of hydrographic surveying.	
*Subject to variation dependent on workload.						
8	9	10	11	12		
Age : No Qualification : Yes	One year	Promotion failing which by direct recruitment	Promotion : Dredge control Operator with 6 years experience	Chief Engineer Director Director		

1	2	3	4	5	6	7
Master 1st Class	4*	Group 'C'	Rs. 1400-40-1600-50-2300-EB-60-2600	Non-Selection	Not exceeding 40 years	Essential : (i) Certificate of competency as Master 1st Class. (ii) Knowledge of swimming.
*Subject to variation dependent on workload.						

8	9	10	11	12
Qualification : No	One year	By Promotion, failing which direct recruitment	Promotion from Master II Class possessing qualifications as prescribed in Col. 7	Hydrographic Chief Director Dy. Secretary
Qualification : Yes				

1	2	3	4	5	6	7
Licence Engine Driver	4*	Group 'C'	Rs. 1400-40-1600-50-2300-EB-60-1600	Non-Selection	Not exceeding 40 years	Essential : (i) Certificate of competency as Licence Engine Driver. (ii) Knowledge of swimming.
*Subject to variation dependent on workload.						

8	9	10	11	12
Qualification : No	One year	By promotion, failing which by direct recruitment	Promotion from Engine Driver 1st Class possessing qualification as prescribed in Col. 7	Director Dy. Director Dy. Secretary
Qualification : Yes				

1	2	3	4	5	6	7
Driver 2nd Class	4*	IWAI Service Group 'C'	Rs. 950-20-1150-EB-25-1400	Non-Selection	Not exceeding 30 years	Essential : (i) Certificate of competency as Driver 2nd Class. (ii) Know swimming.
*Subject to variation dependent on workload.						

8	9	10	11	12
Qualification : No	One year	By promotion, failing which by direct recruitment	Promotion from Greaser, speed boat incharge and Lascar possessing qualifications prescribed in Col. 7	Director Dy. Director Dy. Director
Qualification : Yes				

1	2	3	4	5	6	7
Master 3rd Class	4*	Group 'C'	Rs. 950-20-1150-EB-25-1400	Non-Selection	Not exceeding 30 years	Essential : (i) Certificate of competency as Master 3rd Class (Sarang). (ii) Know swimming.
*Subject to variation dependent on workload.						

8	9	10	11	12
Qualification : No	One year	By promotion failing which by direct recruitment	Promotion from Secunay & Lascar having certificate of competency as Master 3rd Class (Sarang)	Hy. Chief Director Dy. Secretary
Qualification : Yes				

1	2	3	4	5	6	7
42. Driver 1st Class	2*	Group 'C'	Rs. 1200-30 1550-EB-40-1800.	None Selection	Not exceeding 35 years.	Essential : (i) Certificate of competency as Driver 1st Class (ii) Know swimming.
*Subject to variation dependent on workload.						
8	9	10	11	12		
Age : No Qualification : Yes	One year	By promotion, failing which by direct recruitment.	Promotion from the Grade of Driver 2nd Class possessing qualifications as prescribed in Column No. 7.	Director Dy. Secretary Dy. Director		
1	2	3	4	5	6	7
43. Master 2nd Class	2*	Group 'C'	Rs. 1200-30- 1440-EB-30- 1800	Non- Selection	Not exceeding 35 years.	Essential : (i) Certificate of competency as Master 2nd Class (ii) Know swimming.
*Subject to variation dependent on workload.						
8	9	10	11	12		
Age : No Qualification : Yes.	One year	By promotion, failing which by direct recruitment.	Promotion from Master 3rd class possessing qualifications as prescribed in Col. 7.	Director Dy. Secretary Senior Hydrographic Surveyor		
1	2	3	4	5	6	7
44. Seacunny	6*	Group 'D'	Rs. 775-12-955- EB-14-1025	Selection	Not exceeding 30	Essential : (i) I.W.T. trained or ex- Naval personnel or trained in Merchant Shipping (Decksides) or in inland vessels with minimum 4 years experi- ence as Lasca. (ii) Should know reading and writing atleast in one language. (iii) Know swimming.
*Subject to variation dependent on workload.						
8	9	10	11	12		
No	One year	By promotion failing which by direct recruitment	Promotion from Lasca. having 4 years service in the grade and possessing knowledge of Seacunny's work duly certified by the Local Head of Office.	Director Dy. Secretary Dy. Director		

1	2	3	4	5	6	7
5. Greaser	7*	Group 'D'	Rs. 775-12-935- EB-14-1025.	Selection	Not exceeding 30 years	Essential (i) I.W.T. trained or ex- Naval personnel or trained in Merchant Shipping (Engine side) or in inland vessels with minimum four years experience. (ii) Should know reading and writing at least in one language. (iii) Should know swimming.
*Subject to variation dependent on workload.						
8	9	10	11	12		
No	One year	By promotion, falling which by direct recruitment	By promotion amongst Lascares having 4 years service in the grade and possessing knowledge of greasing work duly certified by the local head of Office.	Director Dy. Secretary Dy. Director		
1	2	3	4	5	6	7
6. Lascar	33*	Group 'D'	Rs. 750-12-870- EB-14-940/-	Not applicable	Not exceeding 30 years.	Essential: (i) I.W.T. trained or exnaval personnel or trained in Merchantship/ inland vessel or with one year experience in vessel. (ii) Should know swimming. (iii) Should know reading and writing atleast in one language.
*Subject to variation dependent on workload.						
8	9	10	11	12		
Not applicable	One year	Direct recruitment	Not applicable	Not applicable	Not applicable	
1	2	3	4	5	6	7
7. Steward		Group 'C'	Rs. 930-20-1130- EB-25-1400	Not Applicable.	Not exceeding 25 years	Essential : (i) VIII Standard Pass. (ii) Two years minimum experience in enter- ing in any reputed organisation. (iii) Know Swimming Desirable : Experience in board vessels.
8	9	10	11	12		

2	3	4	5	6	7	
Head Pilot	5*	Group 'D'	Rs. 775-12-955- EB-14-1025	Selection	Not exceeding 35 years	<p>2. Knowledge of man- oeuvring of country boats in rivers/canals in all weather condi- tions.</p> <p>3. Must know swim- ing.</p> <p>Desirable :</p> <p>1. Middle school pass.</p> <p>2. Knowledge of chang- ing pattern of chan- nels & other condi- tions of local water- ways.</p> <p>3. Should be prepared to live on boats/din- ghies and capable of adapting himself to the riverine condi- tions.</p> <p>Essential :</p> <p>1. Five years experience as Manjhi in a marking dinghi, operating up & down in particular beat of the river to which he may be assigned.</p> <p>2. Must know swim- ing.</p> <p>3. Knowledge of man- oeuvring of country boats in rivers/canals in all weather condi- tions.</p> <p>Desirable :</p> <p>(1) Experience of carry- ing out conservancy measures in naviga- tional channels and marking of snags.</p> <p>(2) Primary school pass</p> <p>(3) Knowledge of chang- ing pattern of channels and other conditions on local waterways.</p> <p>(4) Should be prepared to live on boats/din- ghies and capable of adapting himself to the riverine conditions.</p>
Not applicable	One year	By promotion, failing which by direct recruitment	Promotion, failing which by direct recruitment	By promotion : From amongst Head Pilots having five years service in the grade	Promotion : From pilots falling which from marking Man- jhis having atleast five years service in the grade	Composition to be deci- ded by Chairman from time to time.
	One year					Director Dy. Director Asst. Secretary

1	2	3	4	5	6	7
52. Marking Manjhy	9* *Subject to variation dependent on workload.	Group 'D'	Rs. 750-12-870- EB-14-940	Not applicable.	Not exceeding 30 years	Essential : 1. Two years experience of marking of navigational Channels and locks. 2. Must know swimming Desirable : Knowledge of manœuvring of country boats in rivers canals in all weather conditions. (2) Primary school pass (3) Acquaintance with the local waterways and their various channels. (4) Should be prepared to live on boats/dinghies and capable of adopting himself to the riverine conditions.
53. Marking Dandi	18* *Subject to variation dependent on workload.	Group 'D'	Rs. 750-12-870- EB-14-940	Not applicable.	Not exceeding 30 years	Essential : Must know swimming Desirable : (1) Experience of handling country boats for about two years in rivers/canals in all weather conditions. (2) Acquaintance with the local waterways and their various channels. (3) Should be prepared to live on boats/dinghies and capable of adopting himself to the riverine conditions.
8	9	10	11	12		
No	One year	Direct recruitment	Not applicable	N.A.		
Not applicable	One year	Direct recruitment	Not applicable	Not applicable		

1	2	3	4	5	6	7
54. Electronic Data Processing Assistant	1* *Subject to variation dependent on workload.	Group 'C'	Rs. 1400-40-1800 30-2300-EB-60-2600	Not applicable.	Below 30 yrs.	Essential : (1) Degree from a recognised University or equivalent. (2) Training in Computers and Computerisation concepts and basic programming or equivalent, from a reputed Institute. (3) One year experience in Data Entry/ Operations on Electronic data Processing machine.
55. Assst. Programmer	One* *Subject to variation dependent on workload.	Group 'B'	Rs. 1640-60-2600 EB-73-2900	Non-selection	Not exceeding 30 years	Essential : (1) Degree in Statistics/Mathematics/Physics/Economics with Statistics or Commerce with Statistics as one of the subjects or degree in computer Science. (2) Certificate in Computer Operation and Programming from a recognised Institute. (3) Three years experience in data process work including exposure to programming. Desirable : (1) Masters degree in Statistics/Mathematics/Physics / Economics or Commerce with Statistics as one of the subjects or degree in engineering.
8	9	10	11	12		
Age : No Qualification : No	One year	Promotion, filling which direct recruitment	Promotion from EDP Assistant with 5 years service in the grade	Director Chief Account Officer Dy. Secretary		

1	2	3	4	5	6	7
36. Programmer-cum-system	I* *Subject to variation dependent on workload	Group 'A'	Rs. 2200-75-2800 EB-100-4000/-	Non-selection	Not exceeding 35 years.	Essential : (i) Masters' Degree in Statistics/Mathematics/Computer Science/Physics /Economics with Statistics/Commerce with Statistics / Degree in Engineering from a recognised University or equivalent. (ii) Diploma course in Computer [Programming, development and application of management, information Systems etc. from a reputed Institute. (iii) Three years experience in Data Programming and system Analysis on main frame and personal computers. Desirable : (i) Course / Training in system Design & Analysis from a reputed Institute. (ii) Knowledge of Programming language. I.e. COBOL, BASIC FORTRAN D BAS III PLUS, etc.
8	9	10	11	12		
Not applicable	One year	By promotion failing which by transfer on deputation/transfer failing both by direct recruitment.	Promotion : (i) Asst. Programmer with 5 years service in the grade. Transfer /Transfer on deputation (including short-term contract/Transfer): Officers under the Central/State Govts./Universities/Public Sector undertakings/Statutory or Autonomous Organisations : (a) (i) holding analogous posts OR (ii) with 5 years service in the post of Assistant Programmer or equivalent; and (b) Possessing the educational qualifications for direct recruits on Col. 7.	Director Chief Accounts Officer Dy. Secretary		

1	2	3	4	5	6	7
57. Instrument Supervisor	*	Group 'B'	Rs. 1640-60-2600-EB-75-2900.	Not applicable	Not exceeding 30 years.	Degree in Engineering or M.Sc. with specialisation in Electronics preferably in Analog and Digital Electronics.
*Subject to variation dependent on workload.						
8	9	10	11	12		
Not applicable	On One year	By direct recruitment	Not applicable	Not applicable	Not applicable	
1	2	3	4	5	6	7
58. Instrument Mechanic	*	Group 'C'	Rs. 1200-2040	Not applicable	Not exceeding 25 years.	Essential : Pass certificate from ITI in trades of Instrumentation from a recognised Institute with 2 years experience in repair of electrical machines, electrical appliances, echo-sounders and other electronic equipments. Desirable : Knowledge of swimming.
*Subject to variation dependent on workload.						
8	9	10	11	12		
Not applicable	One year	By direct recruitment.	Not applicable	Not applicable	Not applicable	
1	2	3	4	5	6	7
59. Junior Mechanic	1*	Grade 'C'	Rs. 1150-20-1500.	Selection	Not exceeding 25 years.	Essential : 1. Matriculation with a certificate as mechanic from any ITI or equivalent from a recognised Institute. 2. Three years experience in repairs/overhauls of Diesel Engines. 3. Knowledge of swimming. Desirable : Experience in repairs of marine vessel engines.
*Subject to variation dependent on workload.						
8	9	10	11	12		
Not applicable	One year	Promotion failing which by direct recruitment.	Promotion : Promotion from fitter, Welder and Driller cum Lathe operator with 5 years experience with grade.	Director Deputy Director Assistant Secretary		

1	2	3	4	5	6	7
60. Fitter	Group 'C'	Rs. 950-20-1150-EB-25-1400	Not applicable	Not exceeding 25 years.	Educational Qualifications : experience : (i) Matriculation certificate or equivalent. (ii) ITI certificate in fitter or diesel mechanic or equivalent from a recognised Institute. (iii) Swimming knowledge. (iv) Minimum 2 years in concerned trade in a reputed engineering firm/shipyard/automobile workshop/marine workshop i repair and maintenance of engines preferably marine engines.	
	*Subject to variation dependent on workload.					
61. Welder	Group 'C'	Rs. 950-20-1150-EB-25-1400.	Not applicable	Not exceeding 25 years.	Essential : (i) Matriculation certificate or equivalent. (ii) Industrial Training Institute Trade in welding or equivalent from a recognised Institute. (iii) Knowledge of swimming (iv) Minimum two year experience in concerned trade in a reputed Engineering Organisation/Shipyard/Marine workshop	
	*Subject to variation dependent on workload.					
62. Driller-cum-Lathe Operator	Group 'C'	Rs. 950-20-1150-EB-25-1400.	Not applicable	18-25 years.	Essential : (i) Matriculation certificate or equivalent. (ii) Certificate from ITI trade in Machine Operation including drilling and lathe machine, from a recognised institute. (iii) Knowledge of swimming (iv) Two years experience in concerned trade in a reputed Engineering Organisation/Shipyard/marine workshop.	
	*Subject to variation dependent on workload.					
8	9	10	11	12		
Not applicable	One year	By direct recruitment	Not applicable	Not applicable	Not applicable	
Not applicable	One year	By direct recruitment	Not applicable	Not applicable	Not applicable	
Not applicable	One year	By direct recruitment.	Not applicable	Not applicable	Not applicable	

1	2	3	4	5	6	7
63. Electrician	Group 'C'	Rs. 950-20-1150- EB-25-1500.	Not applicable.	Not exceeding 25 years.	Essential :	(i) Matriculation or equivalent. (ii) ITI certificate in the trade from a recognised Institute. (iii) 2 years experience in the line. (iv) Swimming knowledge.
*Subject to variation dependent on workload.						
8	9	10	11	12		
Not applicable	One year	By transfer on deputation/ transfer falling which by direct recruitment.	Transfer on deputation/transfer : Officers under the Central/State Govt./University/Public Sector undertakings/Statutory or auto- nomous organisations; (a)(i) holding analogous post, OR (ii) with 5 years service in the next lower grade. (b) Possessing qualifications for direct recruits as prescribed in Col. 7. (Period of deputation shall not ordinarily exceed 3 years).		Not applicable	

1	2	3	4	5	6	7
64. Driver (Vehicle)	10* Group 'C'	Rs 950-20-1150- EB-25-1500	Not applic- able	Not exceeding 30 years	Essential :	
*Subject to variation dependent on workload						
(a) Should possess a valid and unendorsed driving licence, should also have good experience driving for atleast 2 years and atleast an elementary knowledge of Motor Mechanism						
(b) Middle School Certificate						
8	9	10	11	12		
Not applicable	One year	By direct recruitment	Not applicable:		Not applicable	
1	2	3	4	5	6	7
65. Speed Boat Incharge	Group 'D'	Rs 775-12-955- EB-14-1025	Selection post	18-25 years.	Essential :	
*Subject to variation dependent on workload						
(i) Experience in operation of out-board Motor engines.						
(ii) Should know swimming.						
(iii) Should know reading and writing atleast in one language.						
Desirable :						
Knowledge of minor repairs of out board Motors.						
8	9	10	11	12		
Age: No Qualification:Yes	One year	By promotion, falling which by direct recruit- ment.	Promotion : Less than 4 years service in the grade and qualifications as specified in Col. 7		Director Assistant Secretary Dy. Director.	

1	2	3	4	5	6	7
66. Laboratory Assistant	1*	Group 'C'	Rs. 1400-40-1600-EB-50-2600	Not applicable	Not exceeding 30 years	Essential: (i) Degree from a recognised University with Chemistry as a subject or equivalent. (ii) 3 years' experience in a Laboratory as a technician.
	*Subject to variation dependent on workload.					
8	9	10	11	12		
Not applicable	One year	Transfer on deputation/transfer failing which by direct recruitment.	Transfer on deputation/Transfer: Officers under the Central/State Govt./University/Public Sector Undertakings/Statutory or autonomous organisations; (a)(i) Persons holding analogous post. (ii) With 3 years experience in the next below grade. (b) Possessing qualifications for direct recruits as prescribed in Col. 7. (Period of deputation shall not ordinarily exceed 3 years.)	Not applicable		
1	2	3	4	5	6	7
67. Library Assistant	1*	Group 'C'	Rs. 1400-40-1600-EB-50-600	Not applicable	Not exceeding 27 yrs.	Essential: (i) Degree of a recognised University or equivalent. (ii) Diploma in Library Science of a recognised Institution (iii) Two years' experience in Library covering dealing with classified documents, subjectwise collection of relevant information from published material and maintenance of necessary information and retrieval system.
	*Subject to variation dependent on workload					
8	9	10	11	12		
Not applicable	One year	Transfer on deputation/transfer failing which by direct recruitment.	Transfer on deputation/transfer Officers under the Central/State Govt./University/Public Sector Undertakings/Statutory or Autonomous organisations; (a) (i) Persons holding analogous post, or (ii) holding next lower post with 5 years experience in the grade.	Not applicable		

Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees.	Period of probation, if any.	Method of recruitment: whether by direct recruitment or by promotion or by deputation transfer, and percentage of the vacancies to be filled by various methods.	In case of recruitment by promotion/deputation/transfer, grades from which promotions/deputations/transfers to be made.	If a DPC exists, what is the composition.
8	9	10	11	12
No	One year	By promotion, failing which by transfer on deputation and failing both by direct recruitment.	Promotion : Junior Hindi Translators with 8 years regular service in the grade. Transfer on deputation : Officer under the Central/ State Govt./Statutory or Autonomous Bodies/ Public Sector Undertakings (a) Holding analogous posts on a regular basis; OR With 3 years regular service as a Senior Hindi Translator in the scale of Rs. 1640-2900 or equivalent; OR With 8 years regular service as a Junior Hindi Translator in the scale of Rs. 1400-2600 or equivalent. AND (b) Possessing the educational qualifications and experience specified for direct recruits under Col. 7. (Period of deputation ordinarily shall not exceed 3 years)	1. Secretary 2. Deputy Secretary 3. Deputy Director

Dr. S. D. TYAGI, Secretary

1	2	3	4	5	6	7
69. Deputy Chief Accounts Officer	Group 'A'	Rs. 3000-100-1500-125-4500.	Selection	Not exceeding 40 years	Essential: (i) Degree of a recognised University with professional qualifications, such as passing of the final Exam of Institute of Chartered Accountants of India or of the Institute of Cost & Works Accountants or the SAS Commercial Examination of the Indian Audit & Accounts Department or member of any of the organised accounting/audit Service. (ii) 5 years experience in Supervisory capacity in commercial accounts in the Finance or Accounts Department of the Govt. or semi-Govt. organisation or a commercial organisation of repute. Desirable: A degree or Diploma in business management.	

8	9	10	11	12
No	1 year	By promotion, failing which by transfer on deputation/transfer failing both by direct recruitment.	Promotion: Accounts officer with 4 years regular service in the grade. Transfer on deputation/Transfer: Officers under the Central/State Govts./Statutory or Autonomous bodies/Public Sector Undertakings: A. (i) holding analogous post. (ii) with 4 years service in the scale of Rs. 2375-1500 or equivalent; and B. Possessing qualifications prescribed for direct recruits in Col. 7. (Period of deputation shall not exceed 4 years).	Vice-Chairman Member (Finance) Secretary.

1	2	3	4	5	6	7
70. Accounts Officer	Group 'B'	Rs. 2375-75-3200-100-3500/-	Selection	Not exceeding 35 years	Essential: (i) Degree of a recognised University with professional qualifications such as passing of final exam of the Institute of Chartered Accountants of India, or the passing of the final examination of the Institutes of Costs and Works Accountants or the SAS Commercial examination of the Indian Audit and Accounts Department.	

*Subject to variation dependent on workload.

1	2	3	4	5	6	7
						(ii) 3 years experience in Supervisory capacity in commercial accounts in Finance or Accounts Deptt. the Govt. or Semi-G. Organisation or a commer organisation of repute.
8	9	10	11	12		
No	1 year	50% by promotion, failing which by transfer on deputation/transfer and 50% by direct recruitment.	Promotion: Junior Accounts Officer with 4 years service in the Grade. Transfer on deputation: Officers under Central/State Govts./Statutory or Autonomous bodies/Public Sector Undertakings; A. (i) holding analogous posts; or (ii) with 4 years service in the scale of Rs. 1640-2900 or equivalent and B. Possessing qualifications prescribed for direct recruits in column 7. (Period of deputation shall ordinarily not exceed 3 years)	Member(F) Secretary Chief Accounts Officer		
1	2	3	4	5	6	7
71. Junior Accounts Officer/Accountant	3	Group 'B'	Rs. 1640-60-2600-EB-75-2900	Selection	Not exceeding 30 yrs.	Essential: recognised University with SAs Commercial examination or equivalent with 3 years experience of Cash, Commercial accounting and Budget work; or Degree from a recognised University with Inter ICWA/Inter CA.
8	9	10	11	12		
No	1 year	50% by promotion failing which by transfer on deputation/transfer and 50% by direct recruitment.	Promotion :—Accounts Assistant with 5 years service in the grade. Transfer on Deputation : Officers in the Central/State/Govts./Statutory or Autonomous bodies/ Public Sector undertakings; (a)(i) holding analogous posts; or (ii) with 5 years service in the post in the scale of Rs. 1400-2600 or equivalent; and (b) Possessing the educational qualifications specified for direct recruits under Co. 7.	Member (F) Secretary Chief Accounts Officer		

1	2	3	4	5	6	7
72. Accounts Assistant	4	Group 'C'	Rs. 1400-40-1600-50-2300-EB-60-2600.	Non-Selection	Not exceeding 30 years.	A graduate with 5 years experience out of which at least 3 years experience in accounts in Central/State Govt./PSUs/ Local body of repute. Desirable : Pass Inter CA/Inter ICWA.
8	9	10	11	12		
No	1 year	By promotion/transfer on deputation/transfer failing both by direct recruitment.	Promotion : Accounts Clerk with 5 years service in the grade in accounts. Transfer/Transfer on Deputation (Including short-term contract) : Officers under Central/State Govt./ Statutory or Autonomous bodies/Public Sector Undertakings. (i) (a) holding analogous posts OR (b) with 5 years service in the scale of Rs. 950-1,000 or equivalent; and (ii) Possessing educational Qualification prescribed for direct recruits in column 7.	Chief Accounts Officer Accounts Officer Assistant Secretary		
1	2	3	4	5	6	7
73. Accounts Clerk	2*	Group 'C'	Rs. 950-20-1150-EB-23-1500.	Not applicable	Not exceeding 25 years.	Essential : Degree from a recognised University or equivalent. Desirable : One year experience in preparation of vouchers carrying out routine office work i.e. in receipt & despatch of incoming/outgoing documents, filing/linking and reference of cases etc.
8	9	10	11	12		
Not applicable	1 year	Direct recruitment	Not applicable	Not applicable		Not applicable

1	2	3	4	5	6	7
74.	Hydrographic Chief	Group 'A'	Rs. 4500-1505700	Not applicable	Below 50 years.	Essential : Degree in Civil Engg. from a recognised University or equivalent with 15 years experience in Hydrography and navigation. OR Change Surveyor of Indian Navy. Qualified in advanced course in Hydrography with 15 years experience in a responsible senior position, out of which atleast 5 years in the next below level in Survey with Command experience of major vessels for 3 years. Desirable : 1. Certificate of Competency master, FG 2. Fellowship of Institutions Surveyor 3. Knowledge of E.D.P. 4. Experience in Material Management in Survey. 5. Experience in Cartography and Photogrammetry. 6. Knowledge of law of the sea and maritime affairs.
	Age : No	1 year				
	Qualifications : Yes		By transfer on deputation/transfer failing both by direct recruitment.		Transfer on deputation/transfer Officers under the Central/State Govt./ Port Organisation/Semi-Govt. body/ Public Sector Undertakings : (a) i) holding analogous posts OR (ii) With 5 years service in the post in the Scale of Rs. 3700-5000 or equivalent and (b) Possessing the educational qualifications/experience prescribed for direct recruits under Col. No. 7. Period of deputation shall not exceed 5 years).	Chairman Vice-Chairman Member Tech.
1	2	3	4	5	6	7
75.	Senior Hydrographic Surveyor. *Subject to variation dependent on workload.	4* Group 'A'	Rs. 3000-1003500-125-4500.	Selection	Not exceeding 40 years.	Essential : Degree in Civil Engg. with 5 years experience in S OR Class I/II Surveyor with watch keeping certificate OR Master Gr. I with 2nd exam in Survey of CPT two years field survey experience. Desirable : Knowledge of Computer processing. Knowledge of cartographic Photogrammetry.

8	9	10	11	12		
Age : No Qualification : No	One year	50% Promotion 50% Transfer on deputation/transfer failing which by direct recruitment.	Promotion : AHS with 5 years IMAI regular service Must have passed similar course in Hydrography of not less than 10 weeks duration from a reputed Organisation. Transfer on Deputation/Transfer : A. (i) Holding analogous posts on regular basis; or (ii) with 5 years regular service in the scale of Rs. 2100—4000 or equivalent; or (iii) With 8 years regular service in the scale of Rs. 2000—3500 or equivalent; and B. Possessing educational qualifications required for direct recruit in Col. 7. (Period of deputation shall not ordinarily exceed 4 years).	Member Technical Hydrographic Chief Engineer		
1	2	3	4	5	6	7
76. Assistant Hydrographic Surveyor.	7*	Grade 'A'	Rs. 2200-75-2800-EB-100-4000.	Selection	Not exceeding 35 years.	Essential : Degree in Civil Engineering or equivalent with 1 year experience in Hydrographical Survey or SR 1 of the Indian Navy with 10 years experience in survey and navigation. Desirable : 1. Knowledge in computer programming. 2. Knowledge of photogrammetry-Cartography.
Age : No Qualification : No	One year	50% by promotion and 50% by transfer on deputation/transfer failing which by direct recruitment.	Promotion : Junior Hydrographic Surveyors with 5 years regular service in the grade. Provided the candidates have passed officers survey course of not less than 10 weeks duration from a reputed Organisation. Transfer on deputation/transfer Officers of Central/State Govt./ Public Sector Undertakings. A. (i) Holding analogous posts on regular basis; (ii) with 2 years service in the pay scale of Rs. 2000—3500 or equivalent; or (iii) with 3 years' service in the pay scale of Rs. 1640—2900 or equivalent. B. Possessing educational qualifications required for direct recruitment under column-7. (Period of deputation shall not ordinarily exceed 3 years).	Hydrographic Chief Engineer Director.		