विशाखपट्टणम पोर्ट प्राधिकरण
सामान्य प्रशासनिक विभाग
प्रशासनिक भवन, पोर्ट क्षेत्र
विशाखपट्टणम – 530035 (आ.प्र.)

VISAKHAPATNAM PORT AUTHORITY
GENERAL ADMINISTRATION DEPARTMENT
Administrative Building, Port Area
Visakhapatnam – 530035 (A.P)

SAGARMALA
PORT-LED PROSPERITY

By Speed Post / Email.

To
The Chairperson,
All Major Port Authorities.
(As per list)

No.IGAD/C2/Rect./Dy.CVO/2026/4923
Dt. 30.10.2026

Sub: Filling up of the post of Dy. Chief Vigilance Officer (Cl.I) in the scale of pay of Rs.60,000-1,80,000/- (pre-revised scale of pay of Rs.24,900-50,500/-) on deputation basis in Visakhapatnam Port Authority – Reg.

Sir,

1. Applications are invited for filling up of the one post of Dy. Chief Vigilance Officer (Cl.I) in the scale of pay of Rs.60,000-1,80,000/- (pre-revised scale of pay of Rs.24,900-50,500/-) by deputation basis in VPA from the eligible and willing Officers of Major Port Authorities, fulfilling the eligibility criteria prescribed in the Recruitment Rule enclosed as **Annexure-I**.

2. The applications through proper channel shall be forwarded in the prescribed proforma enclosed as **Annexure-II**, along with the following documents duly superscribing on the envelop "Application for the post of Dy. Chief Vigilance Officer in Visakhapatnam Port Authority" so as to reach the office of the Secretary, Visakhapatnam Port Authority, 1st Floor, Administrative Office Building, Port area, Visakhapatnam-530 035 on or before **23.11.2026**

   i) Attested photocopies of all certificates and educational qualifications, present and past work experience in the respective post and pay scale.
   ii) Attested photocopies of ACRs /APARs of the applicant for the last five years from 2021-22 to 2025-26 with a statement showing yearwise availability of ACRs/APARs and grading duly signed by HoD. "No Report Certificate" to be furnished for the APARs not available.
   iii) No-objection Certificate of the respective Ports
   iv) An undertaking of the applicant not to withdraw, if selected.
   v) Administrative & Vigilance clearance of the concerned Port in the pro-forma prescribed by the Ministry **(Annexure-III).**
   vi) Certificate by Head of office of the Applicant as per the format **(Annexure-IV).**
   vii) Two recent passport size photograph in a sealed envelope.
   viii) If any major or minor penalty imposed on the applicant during the last 10 years, the disciplinary case leading to such penalty alongwith necessary documents may be sent by the forwarding authority alongwith the application.
   ix) The Maximum age for consideration shall be 56 years for deputation in terms of DoPT OM dated 05.02.2018 as on last date of receipt of application.

3. The crucial date for determining the eligibility criteria would be last date of closing of application, i.e. **23.11.2026.**
4. The selection is by merit for which overall grading in the APARs should not be below"Very Good".
5. Application received through proper channel within the due date along with above mentioned all requirements only be considered for the said post. Incomplete and application without enclosures will not be considered.

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6. The officer withdrawing his candidature after he got selected shall be liable for debarment from future selection to any posts in this Port Authority for a period of two (2) years.
7. Visakhapatnam Port Authority reserves the right to make any changes if need arises, without assigning any reason thereof.
8. Decision of the Appointing Authority would be final, with regard to all matters connected with the recruitment.
9. Terms and Conditions of Deputation are enclosed at **Annexure-V**.

Yours faithfully,

Encl: As above

SECRETARY
Visakhapatnam Port Authority

सचिव
विशाखपट्टणम पोर्ट प्राधिकरण
Secretary
Visakhapatnam Port Authority
Visakhapatnam

Copy to: All HoDs of VPA for wide circulation.
Copy to: CVO/VPA for information.
Copy to: Jt. Director (R&P) to upload the Circular in VPA Website

VISAKHAPATNAM PORT AUTHORITY

ANNEXURE-1

RECRUITMENT RULE FOR THE POST OF DEPUTY CHIEF VIGILANCE OFFICER (CI.I) IN VIGILANCE DEPARTMENT

Sl. No.	Name of the post	Classification	Scale of Pay	Whether Selection or non-selection post	Upper age limit for direct recruitment	Educational and other qualifications prescribed for direct recruitment	Whether a)Age b) Educational qualifications c) Experience For Direct recruits will apply in the case of promotion/absorption/deputation	Period of Probation (in years)	Method of recruitment (whether by direct recruitment or by Promotion / absorption/deputation)	In case of recruitment by promotions/ absorption/deputation grades from which it should be made	Remarks
1	2	3	4	5	6	7	8	9	10	11	12
1	Dy. Chief Vigilance Officer	CI.I	Rs.60000 -180000 (pre-revised 24900-50500 /)	Selection	N.A	N.A	N.A	02(two)	"By Deputation"	"Deputation from officers of Major Port Authorities holding analogous posts or officers holding posts in the pay scale of Rs.50000-160000(pre-revised scale Rs.20600-46500 / 10750 - 16750) with 3 years regular Service in the grade in Major Port Authorities failing which from officers of the Central Govt./ State Govt./PSUs/Autonomous Bodies with similar grade"	Deputation will normally be for a period of 3years and in any case not to exceed 5 years.

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ANNEXURE-II

Affix recent passport size photo

VISAKHAPATNAM PORT AUTHORITY
GENERAL ADMINISTRATION DEPARTMENT

APPLICATION FOR THE POST OF: DY. CHIEF VIGILANCE OFFICER (CLASS-I) ON DEPUTATION BASIS.

1. Full Name (in Block letters) :
2. (a) Address for communication :
   (b) Telephone No./Mobile No. :
   (c) E-mail Address :
3. Present post with scale of pay :
4. Date of Birth :
   (Attested copy of proof shall be enclosed)
5. Age as on 23.11.2026 :
6. Date of Superannuation/retirement :
7. Whether belongs SC/ST/OBC :
   (Copies of certificates shall be enclosed)
8. Date of initial appointment :
   (in the Port Sector)
9. Educational & other qualifications
   (copies of certificates shall be enclosed) :
10. Details of employment/experience in Chronological order:

Name of the Major Port Authority	Post held	Scale of Pay (Revised and Pre Revised Scale)	From	To	Nature of duties. Regular / Ad-hoc / officiating

11. Any other relevant information :

In the event of my selection to the above post, I shall not withdraw and undertake to accept the appointment / posting.

(Signature of applicant)

DECLARATION

I hereby solemnly declare and undertake that all information furnished by me is true, correct and complete to the best of my knowledge and belief. I also undertake that, if at any stage of selection, the information furnished is found false or misleading, my candidature/appointment/services will stand cancelled/terminated without assigning any reasons therefor apart from the necessary legal actions, as may be deemed fit.

Date: (Signature of applicant)

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

Annexure - III

VISAKHAPATNAM PORT AUTHORITY

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 in to Port Service				
6.	Service to which the Officer belongs including batch/year Cadre etc., where applicable.				
7.	Positions held (During the ten preceding years)				
S.No.	**Organisation**	**Designation & Place of Posting**	Administrative/Nodal Ministry/Dept. Concerned (in case of officers of PSU etc.,)	**From**	**To**
8.	Whether the officer has been placed on the "Agreed list" or "List of officers on doubtful integrity" (if yes, details to be given)				
9.	Whether the allegation of misconduct involving vigilance angle was examined against the officer during the last 10 years and if so, with what result (*)				
10.	Whether any punishment was awarded to the officer during the last 10 years and if so, the date of imposition and details of the penalty (*)				
11.	Is any disciplinary / criminal proceedings or Charge-sheet pending against the officer as on date (if so details to the furnished including reference no, if any of the commission.				
12.	Is any action contemplated against the officer as on date. (If so, details to be furnished) (*)				
13.	Whether the officer/official has submitted his/her annual immovable property return of the previous year as required under Rule 18 of the CCS (Conduct) Rules, 1964 within the prescribed limit.				
14.	Details of Complaint pending against the officer as on date.				

Date: .2026

(Name & Signature)

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

ANNEXURE- IV

CERTIFICATE TO BE GIVEN BY HEAD OF OFFICE

Shri/Smt. _____

Designation: _____

1. It is certified that the particulars furnished by the applicant are correct and he/she fulfils the eligibility criteria with regard to educational qualification and experience.

2. The veracity of the University Certificates relating to educational qualification and caste certificate submitted by the applicant are ensured and certified.

3. It is certified that No Disciplinary / Vigilance case are pending or contemplated against the applicant and he/she is clear from vigilance and Administrative angle.

3. His / Her integrity is certified.

5. It is certified that no Major / Minor penalties have been imposed on the applicant during the last Ten (10) years. If any, kindly indicate details thereof.

6. Attested copies of ACRs / APARs for the last five years from 2021-22 to 2025-26 (duly attested by the officer not below the rank of Dy. HoD) along with statement of gradings are enclosed

SIGNATURE OF THE HEAD OF OFFICE
WITH SEAL.

Annexure- V

TERMS AND CONDITIONS OF DEPUTATION OF THE POST OF DEPUTY CHIEF VIGILANCE OFFICER(CI.I) IN VISAKHAPATNAM PORT AUTHORITY

1. **PERIOD OF DEPUTATION**: The period of deputation will be 3 (three) years from date of joining in the post subject to curtailment / extension for not more than 5(five) years. The exact commencement / end of deputation will be governed by FRs.

2. **PAY**: While on deputation, the officer may, within one month from the date of his joining in Vigilance Department, Visakhapatnam Port Authority, may elect to draw either the pay in the scale of pay of the post in VPA or his basic pay in the scale of pay of his parent organization/ department / Ministry plus deputation thereon.

3. **DEPUTATION ALLOWANCE**: Deputation allowance shall be admissible in accordance with the rules in force from time to time.

4. **DEARNESS ALLOWANCE**: The officer shall be entitled to Dearness Allowance as per rates prevailing in VPA or in his parent organization depending on whether the officer opts to draw pay in the pay scale of the post in VPA or the pay in parent organization / department / Ministry.

5. **CAFETERIA ALLOWANCE**: The Deputationist, if opts for the pay of the borrowing organization would be granted perks and allowances subject to a ceiling of 35% of Basic Pay under the concept of Cafeteria Allowance. List of allowances and or exclusions shall be governed by the applicable rules of the borrowing organizations (VPA).

6. **HOUSE RENT ALLOWANCE**: The officer shall be entitled to draw House Rent Allowance (HRA) at the rates prevailing in Major Port Authorities, or in his parent organization / department / Ministry depending on whether he opts to draw pay in the pay scale of the post in Major Port Authorities or pay in his parent organization department / Ministry. The officer shall be entitled to residential accommodation on payment of standard rent according to the rules of Major Port Authorities. The officer will not be entitled to HRA in case he is provided with VPA residential accommodation.

7. **JOINING TIME PAY AND TRANSFER TRAVELLING ALLOWANCE**: The officer shall be entitled to Joining Time Pay and Travelling Allowance, both on joining the post on deputation in Visakhapatnam Port Authority and on reversion there from to his parent organization, as admissible under the rules. The expenditure on this account will be governed as per FRs.

8. **TRAVELLING ALLOWANCE FOR JOURNEY ON DUTY DURING THE PERIOD OF DEPUTATION**: The Officer shall be entitled to Travelling Allowance and daily allowance for journeys undertaken after joining on deputation according to the relevant rules of Visakhapatnam Port Authority.

9. **LEAVE (EARNED, HALF-PAY & CASUAL LEAVE):**

   a) Visakhapatnam Port Authority, will maintain a leave account of the officer concerned, on the basis of extract of the leave account received from his parent organization. Visakhapatnam Port Authority will determine the leave admissible to the officer concerned and sanction it under intimation to the parent organization. That means the copy of the leave sanctioned to the officer during deputation will be sent to parent organization.

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b) Officer shall continue to be governed by the Leave rules of his parent organization. The procedure as laid down in the rules and regulations of parent organization should be followed scrupulously.

10. **LEAVE SALARY/PENSION/NPS CONTRIBUTIONS:** The leave due and admissible to the officer from his parent organization during the deputation period shall be as per parent organization's / department / Ministry rules and regulations policy. During the deputation period, the admissible leave to the officer as per rules, the reimbursement of leave admissible to him for that period, will be reimbursed to the parent organization by Visakhapatnam Port Authority as per the parent organization department / Ministry policy.

Leave salary contribution (except for the period of leave availed on deputation) and pension contribution (Employer's share-if pension scheme is available in the parent organization) will be paid by Visakhapatnam Port Authority to the parent organization.

In case the officer is covered under New Pension Scheme (NPS), the borrowing organization, i.e. Visakhapatnam Port Authority will provide matching contribution to the NPS account of the employee during the deputation period and remit it to the parent Ministry/department/organization, provided such facility exists in his parent Ministry / Department / organizations.

No leave salary contribution will be payable during the period of his leave while on deputation. Visakhapatnam Port Authority shall pay pension contribution to his parent organization / department / Ministry, in respect of his foreign service in accordance with the orders issued under FR 116 within 15 days from the end of each financial year or the end of the deputation if the deputation expires before the end of financial year.

11. **EMPLOYEE PROVIDENT FUND SUBSCRIPTION:** During the period of deputation, he will be governed by the rules of parent department/organization /Ministry. Visakhapatnam Port Authority will deduct the subscription by contribution on this account from his pay and allowances and remit it to the parent department/organization / Ministry. The officer shall continue his subscription to the Employee Provident Fund of which he is member in accordance with the prescribed rules. Visakhapatnam Port Authority shall reimburse the E.P.F amount deducted every month from his salary due amount and also Foreign Employer equal contribution amount to parent organization / department / Ministry by Demand Draft. The same will be credited in his E.P.F regular account under his common Universal Account Number (U.A.N).

12. **LEAVE SALARY ON ACCOUNT OF DISABILITY LEAVE:** Visakhapatnam Port Authority shall be liable to pay leave salary in respect of any disability leave that may be granted on account of disability incurred in or through deputation even if such disability manifests itself after the termination of deputation.

13. **LEAVE TRAVEL CONCESSION:** The officer shall be entitled to the leave travel concession according to the relevant rules of the parent organization on the subject. The expenditure in this respect shall be borne by Visakhapatnam Port Authority. However, the deputationist opting for Port scale is not entitled for LTC since LTC is a part of Cafeteria Allowance

14. **MEDICAL FACILITIES:** The officer shall be entitled to the Medical facilities in accordance with the Rules/Regulations of Visakhapatnam Port Authority.

15. **DISCIPLINARY CASES:** Regarding Disciplinary cases, if he commits any misconduct during the deputation period or if it is found even after repatriation, the same will be dealt with in terms of Regulation 17 of VPE (CC&A) Regulations read with VPE (Conduct) Regulations, 1964 and the instructions issued by Govt. of India and CVC Manual, 2026.

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16. **PREMATURE REVERSION OF DEPUTATIONIST TO PARENT ORGANIZATION:** As and when a situation arises for premature reversion to the parent organization / department / Ministry of the deputationist, his services could be so returned after giving an advance notice of three months to his parent organization / department / Ministry and the employee concerned. However, Visakhapatnam Port Authority, in exceptional circumstances, may return the services of the deputationist to his parent cadre without such advance notice.

17. **INSURANCE SCHEME:** The Visakhapatnam Port Authority will deduct the contribution on this account from his/her pay and allowance and remit it to parent Department /Organization.

18. **RESIDUARY MATTERS:** In all matters relating to conditions of service and benefits/facilities in Visakhapatnam Port Authority, not covered under item No.1 to 17 above, the officer will be governed by the existing rules, regulations and orders of Visakhapatnam Port Authority.

19. **RELAXATION OF CONDITIONS**: Any relaxation in the above said terms and conditions will require prior concurrence/approval of Visakhapatnam Port Authority, as the case may be.

The above mentioned terms and conditions would be applicable till the Deputationist remains on deputation with Visakhapatnam Port Authority. On reversion from deputation, he will be governed by the relevant rules laid down for the Parent Organization.

SECRETARY
VISAKHAPATNAM PORT AUTHORITY

सचिव
विशाखपट्टणम पोर्ट प्राधिकरण
Secretary
Visakhapatnam Port Authority
Visakhapatnam