

# नव मंगलूरु बंदरु प्रुधुकरु



## नव मंगलूरु पत्तन प्रुधुकरु NEW MANGALORE PORT AUTHORITY (Fully Solar Powered)



भारत सरकार (पत्तन, पोत परिवहन और जलमार्ग मंत्रालय)  
Govt. of India (Ministry of Ports, Shipping and Waterways)  
ಪಣಂಬೂರು ಪणಂಬೂರು Panambur / ಮಂಗಳೂರು ಮंगलूरु Mangalore - 575010

No. 2026/Admin/2210/CERS.2

Date: 06.04.2026

To,

The Chairperson,  
All Major Port Authorities

Sir,

Sub: Filling up of 01 post of Senior Law Officer in the pay scale of Rs. 50,000 - 1,60,000/- (pre-revised 20600-46500) (pre to pre revised 10750-16750) by Absorption/deputation Method in NMPA – reg

Applications are invited from eligible candidates for filling up of 01 vacant post of Senior Law Officer (Class -I) in the scale of pay of Rs. 50,000 - 1,60,000/- (pre-revised 20600-46500) (pre to pre revised 10750-16750) in New Mangalore Port Authority by absorption/deputation basis from eligible and willing officers of Major Port Authorities, who possess the prescribed qualifications, experience, as mentioned in the Recruitment Rule (RR), enclosed at **Annexure I**.

It is requested to circulate the vacancy among the eligible officers of your Port as per the RR enclosed and forward the applications of officers who satisfy the conditions of the RR in the prescribed proforma **Annexure-II** duly superscribing on the envelop "Application for the post of Senior Law Officer (Class – I)" to the Secretary, New Mangalore Port Authority, Panambur, Mangalore - 575 010 along with the following required documents, so as to reach the addressee on or before **06.05.2026**.

- Certified Copies of APARs for the last 5 years (2020-21 to 2024-25) (duly attested by an officer not below the rank of Dy.HOD on each page).
- A statement showing year-wise availability of APARs and grading for the last 5 years (2020-21 to 2024-25) duly signed by the Head of Office/HOD. If APAR for a particular year during the last 5 years is not available, No Report Certificate may be furnished along with APARs of the preceding years.
- Attested photocopies of all certificates and proof of educational qualifications, present and past work experience in the respective post and pay scale-wise, duly verified and certified by the Head of Office/HOD of the organization.
- No objection certificate from the respective Port.
- An Undertaking of the applicant to the effect that the candidature will not be withdrawn, if selected. **Annexure -III**

ದೂರವಾಣಿ / ದೂರಭಾಷೆ Phone: 0824 - 2407341, 2887399

आईएसओ 9001:2015, 14001:2015, 45001:2018 एवं आईएसपीएस अनुपालनकर्ता पत्तन  
An ISO 9001:2015, 14001:2015, 45001:2018 & ISPS Compliant Port


- vi. Vigilance and Administrative Clearance by the concerned Port in the pro-forma enclosed at **Annexure - IV**
- vii. The veracity of the certificates towards educational qualification and the recognition of the degree obtained by the applicant shall be ensured and certified.
- viii. Two latest passport size photographs (to be inserted/tagged in a transparent envelop).
- ix. The certificate to be given by the employer in the **Annexure -V**

Application received only through proper channel on or before the due date along with all the above mentioned requisite documents will only be considered for the said post. The crucial date for determining the eligibility will be the last date of receipt of the application.

The terms and conditions of deputation are enclosed as **Annexure - VI**.

The New Mangalore Port Authority management reserves the right to make any changes if need arises, without assigning any reason thereof.

Yours faithfully,

  
(Jijo Thomas)  
Secretary

Encl: As above

- Encl : 1) Annexure – I  
2) Annexure – II  
3) Annexure – III  
4) Annexure – IV  
5) Annexure – V  
6) Annexure - VI

Annexure - I

| Sl. No. | Name of the Post   | No. of Posts | Classification | Scale of Pay (Rs.) | Whether Selection or Non-Selection | Upper Age limit for direct recruitment (in yrs.) | Educational and other qualifications prescribed for direct recruitment   | Whether (a) Age educational. (b) 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 promotion/absorption/deputation, grades from which it should be made   | Remarks   |
|---------|--------------------|--------------|----------------|--------------------|------------------------------------|--|--|--|--------------------------------|---|---|---|
|         |                    |              |                |                    |                                    |  |  |  |                                |   |   |   |
| 1       | 2                  | 3            | 4              | 5                  | 6                                  | 7  | 8  | 9  | 10                             | 11  | 12  | 13  |
| 2       | Senior Law Officer | 1            | Class-1        | 10750-300-16750    | Selection                          | 35   | <p><u>Essential:-</u></p> <p>(i) Degree in Law from a recognised university.</p> <p>(ii) Five years executive experience in a Legal Establishment of a Industrial/Commercial/Govt. Undertaking.</p> <p><u>Desirable:-</u></p> <p>Post Graduate degree in Law from a recognised university.</p> | <p>(a) No</p> <p>(b) Yes</p> <p>(c) No</p>   | 2                              | By Promotion which by absorption/deputation, failing both by direct recruitment             | Promotion from Law Officer Gr-I in the scale of pay of Rs.9100-15100 with 5 years regular service in the grade failing which Law Officer Gr-I in the scale of pay of Rs.9100-15100 with 2 years regular service in the grade and a combined regular service of 8 years in the scales of pay of Rs.9100-15100 & Rs.6170-11975 in the discipline of Legal Division. | <p><b>Feeder Post:</b></p> <p>Law Officer Gr-I in the Pay scale of Rs. 9100-15100.</p> <p>Absorption/deputation will be of Officers holding analogous post or Law Officer Gr-I or equivalent posts in the discipline of Legal in the scale of pay of Rs.9100-15100 with 5 years regular service in the grade in a Major Port Trust.</p> |

**ANNEXURE – II**

|                       |
|-----------------------|
| Affix Photograph here |
|-----------------------|

**FORMAT OF APPLICATION**

|    |  |           |              |      |    |                            |
|----|--|-----------|--------------|------|----|----------------------------|
| 1  | Name of the Post applied for   |           |              |      |    |                            |
| 2  | Circular No. & Date  |           |              |      |    |                            |
| 3  | Name of the Candidate  |           |              |      |    |                            |
| 4  | Name of Father / Husband   |           |              |      |    |                            |
| 5  | Date of birth / age (Attested copy of proof shall be enclosed)   |           |              |      |    |                            |
| 6  | Sex  |           | Male/Female  |      |    |                            |
| 7  | Caste (Whether SC/ST/OBC/UR)<br>(copy of certificate to be enclosed)   |           |              |      |    |                            |
| 8  | Nationality  |           |              |      |    |                            |
| 9  | Qualification (Copies of certificates shall be enclosed)   |           |              |      |    |                            |
| 10 | Experience in chronological order, with designation, pay scale & break – up as below. Separate sheet may be used if required (Experience certificate issued by the previous employer shall be enclose) |           |              |      |    |                            |
|    | Name of the Organization   | Post Held | Scale of pay | From | To | Nature of Duties performed |
|    |  |           |              |      |    |                            |
| 11 | Permanent Address  |           |              |      |    |                            |
| 12 | Address for communication (Email & Telephone Number)   |           |              |      |    |                            |
| 13 | Name of the Organization   |           |              |      |    |                            |
| 14 | No objection Certificate from the Employer   |           |              |      |    |                            |

**Declaration**

I, Sri/Smt ..... (name) hereby declare that the information furnished above are true and correct. If any information furnished above is found incorrect / false, I render myself liable for disqualification for the post applied for apart from the necessary legal actions, as may be deemed fit.

Place:

Signature of the Applicant

Date:

UNDERTAKING

I, ..... submit that, the particulars provided in the application is correct and if at any time it is found that the information furnished is incorrect/false, my candidature will stand cancelled, If any shortcoming/s is/are detected even after appointment, my service is liable to be terminated.

In the event of selection in the post of Senior Law Officer, New Mangalore Port Authority, I will not withdraw and undertake to accept the appointment.

(Signature)

Place:

Date:

Name .....

Designation .....

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

|   |  |  |
|---|--|--|
| 1 | Name of Officer (in full)  |  |
| 2 | Father's name  |  |
| 3 | Date of Birth  |  |
| 4 | Date of Retirement   |  |
| 5 | Date of entry into service   |  |
| 6 | Service to which the officer belongs including batch/year cadre etc. wherever applicable |  |

7. Positions held including whether the officer has functioned as a CVO in part time or additional charge capacity (during the ten preceding years) :

| Sl. No. | Organization (Name in full) | 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 of Doubtful Integrity" (if yes, details to be given)   |  |
| 9  | Whether any allegation of misconduct involving vigilance angle was examined against the officer during the last 10 years and if so, with what result (*)   |  |
| 10 | Whether any punishment was awarded to the officer during the last 10 years and if so, date of imposition and details of the penalty (*)  |  |
| 11 | Is any disciplinary /criminal proceedings or charge sheet pending against the officer as on date (if so, details to be furnished – including reference No., if any, of the Commission)                 |  |
| 12 | Is any action contemplated against the officer as on date (if so, details to be furnished) (*)   |  |
| 13 | Whether the officer/official has submitted his/her annual immovable property return of the previous year as required under Rule 18 of the CCS (Conduct) Rules, 1964, within the prescribed time limit? |  |
| 14 | Whether any complaint with Vigilance angle is pending against the officer (if so, details to be furnished)   |  |

Date:

(Name and Signature)

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

**Annexure - V**

Certificate to be given by Head of Office of

Shri/Smt: .....

Designation: .....

1. It is certified that the particulars furnished by the Officer are correct.
2. It is certified that no disciplinary/Vigilance case is pending or contemplated against the applicant and that he/she is clear from the Vigilance and Administrative angle.
3. His/her integrity is certified.
4. It is certified that no major/minor penalty have been imposed on the Officer during the last 10 years.
5. Attested copies of the APARs for the last five years (2020-2021 to 2024-2025) are enclosed.
6. The veracity of the University certificates relating to educational qualification has been ensured and certified.
7. It is certified that the incumbent meets the requisite eligibility criteria w.r.t educational qualification and experience as specified in the Recruitment Rules.

Signature of the Chairperson/Dy. Chairperson  
along with official seal

THE TERMS AND CONDITIONS OF DEPUTATION AT NEW MANGALORE PORT AUTHORITY

1. **PERIOD OF DEPUTATION:** The period of deputation is 3 years, which is extendable to 4 years. In exceptional circumstances, this can be extended to 5 years by the Central Government in the case of a post, the incumbent of which is regarded as the Head of Department and by the Chairman in the case of any other post below the level of Head of Department.
2. **PAY:** During the period of deputation the employee will have the option either to get his / her pay fixed in the deputation post under the operation of the normal rules or to draw pay of the post held by him / her in his parent department + a deputation allowance in accordance with and subject to the conditions as modified from time to time and such other general or special orders.
3. **DEARNESS ALLOWANCES:** Dearness allowance under the rules of the parent department or under the Rules of the New Mangalore Port Authority accordingly to which he / she retains his / her Scale of Pay under the Parent Department or draws pay in the scale attached to the post under the Port.
4. **LOCAL ALLOWANCE:** If the deputationist chooses his / her Parent Department's pay, then the H.R.A. shall be payable as per rules of his Parent Department at the rates applicable to NMPA employees.
5. **CHILDREN'S EDUCATIONAL ALLOWANCE & REIMBURSEMENT OF TUITION FEES:** The deputationists will be eligible for the allowances as per the rules of the Parent Department, if he / she opts for the Parent Department's scale of pay. If the deputationist opts for the Port's scale of pay, all the above allowances shall be payable as per the rules applicable to the Port.
6. **JOINING TIME PAY AND TRANSFER T.A.:** He / She will be entitled to T.A. and joining time both on joining the post of deputation and on reversion there from to the Parent Department under the rules of the Port. The expenditure on this account will be borne by the Port.
7. **TRAVELLING ALLOWANCES:** For journey on duty during the period of deputation travelling allowance to be regulated under rules of the NMPA.
8. **LEAVE AND PENSION:** During the period of deputation, he / she will continue to be governed by the leave and pension rules of the parent Organization applicable to him / her before such transfer on deputation.
9. **PROVIDENT FUND BENEFITS:** During the period of deputation, he/she will continue to subscribe to the Provident Fund of his / her Parent Organization in accordance with rules of such fund. In case, the deputationist is governed by the Contributory Provident Fund Rules, the Employer's contribution is payable by the Port for the period of deputation.
10. **LEAVE TRAVEL CONCESSION:** He / She will continue to be governed by the leave travel concession rules of his Parent Organization as amended from time to time and the cost thereof will be borne by the New Mangalore Port.

11. **MEDICAL FACILITIES:** The deputationist will be entitled to medical facilities available to the employees under the rules of the New Mangalore Port.
12. **RESIDENTIAL ACCOMODATION:** On allotment of accommodation by the Port, the recovery of rent from the deputationist shall be as per the Rules / Regulations of the New Mangalore Port.

Secretary