

250

S.S. BY CAO
1/9/21



RTI Cell
S.S. BY CAO

MEMORANDUM OF APPEAL TO THE APPELLATE AUTHORITY UNDER SECTION 19(1) OF THE RTI ACT, 2005

1/9/21

- From : P.G. MOHANAN,
"Devikripa" Puthiyedathu House,
Behind NES Block,
Palluruthy P.O.,
COCHIN – 682 006.
- To : The Appellate Authority &
the Deputy Chairman,
COCHIN PORT TRUST,
COCHIN – 682 009.
- (1) Particulars of the Central Public Information Officer : Sri. Jijo Thomas,
Central Public Information Officer &
the Sr. Deputy Secretary,
Cochin Port Trust,
General Administration Dept.,
COCHIN – 682 009.
- (2) Particulars of Information sought : (i) Copy of the application dated 13.07.2021 submitted before CPIO is enclosed for reference with copy of A/d form enclosed for evident for receipt of the letter on 14.07.2021.
- (3) Ground for appeal : (i) The Central Public Information Officer did not provided the information sought under RTI Act, 2005 within the stipulated period.
- (ii) The said act of the CPIO is deemed to denial of the request for information sought under RTI Act intentionally thereby breach of the duty casted upon him by the Act hence interference is necessitated.

cont. 2

1/9/21

:2:

(4) Prayer

: May be directed the CPIO to provide the information sought in the RTI Application date 13.07.2021 and necessary action may also be taken in this regard.

Thanking you,

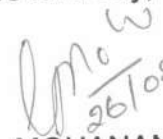
Date : 26.08.2021

Place: Palluruthy.

Encl: (1) copy of the Application dated 13.07.2021.

(2) copy of the A/d form

Yours faithfully,


26/08/2021
(P.G. MOHANAN)



AN ISO-9001:2015
ISPS COMPLIANT PORT

कोचिन पोर्ट ट्रस्ट
COCHIN PORT TRUST
W/Island, Cochin-682009.
Phone: 2582600, 2666592
Fax: +91 (484) 2668163, 2666512
Email: fa@cochinport.gov.in
Website: www.cochinport.gov.in



RTI Cell/Appeal/PGM/2021-S

Dated: 06th October, 2021

Sub: Information under the RTI Act, 2005- reg.
Ref:- Your appeal dated 26.08.2021

I have considered your RTI appeal dated 26.08.2021 and it is informed that there was a delay in delivery of the intimation for payment of additional charges as the addressee could not be located by the Postal department. (Copy attached). It has been confirmed by CPIO that the information sought by you has already been provided vide letter dated 15.09.2021. However, a copy of the same is attached herewith.

The appeal is disposed off as above.

It is also informed that a Second Appeal, if any, against the above decision shall lie within ninety days from the date of receipt of this communication, with the Chief Information Commissioner. The name and address of the Chief Information Commissioner are given below:

Shri. Y.K. Sinha
Chief Information Commissioner
Room No. 401, IVth Floor, CIC Bhawan
Baba Gangnath Marg
Munirka, New Delhi – 110 067

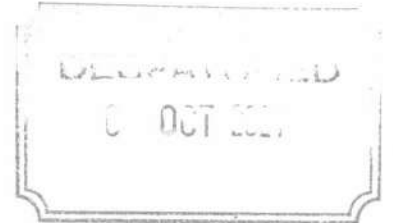
Encl: As above.

Yours faithfully,

Financial Advisor & Chief Accounts Officer &
First Appellate Authority

To

Shri. P.G. Mohanan
"Devikripa" Puthiyedathu House
Behind NES Block
Pullardesam Road
Palluruthy P.O
Cochin – 682 006





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हिन्दी



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Track Consignment

Quick help

* Indicates a required field.

* Consignment Number

EL573945172IN

Booked At	Booked On	Destination Pincode	Tariff	Article Type	Delivery Location	Delivery Confirmed On
Willingdon Island SO	11/08/2021 14:26:41	682006	41.30	Inland Speed Post	Palluruthy SO	04/09/2021 15:38:59

Event Details For : EL573945172IN

Current Status : Item Delivery Confirmed

Date	Time	Office	Event
04/09/2021	15:38:59	Palluruthy SO	Item Delivery Confirmed
04/09/2021	10:31:03	Palluruthy SO	Out for Delivery
12/08/2021	16:03:25	Palluruthy SO	Not Delivered Addressee cannot be located
12/08/2021	10:04:36	Palluruthy SO	Out for Delivery
12/08/2021	09:28:43	Palluruthy SO	Item Received
12/08/2021	05:19:13	Kochi NSH	Item Dispatched
12/08/2021	04:29:10	Kochi NSH	Item Bagged
11/08/2021	20:25:23	Kochi NSH	Item Received
11/08/2021	16:10:19	Willingdon Island SO	Item Dispatched
11/08/2021	15:36:01	Willingdon Island SO	Item Bagged
11/08/2021	14:26:41	Willingdon Island SO	Item Booked

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ARREAR STATEMENT

Emp No	Name	PERIOD	STAT	BasicPay	DutyPay	LeavePay	VD.A	Special Pay	VDA	Specia	10%Allw	CA.Allw	Total	Total Bal
9830	Mohanan P G	Jan.17	DUE	46440	46440	0	0	0	0	0	0	16254	301527	0
9830		Jan.17	DRAWN	18370	18370	0	22062	3830	4600	0	0	8450	308196	0
9830		Jan.17	BALANCE	0	28070	0	-22062	-3830	-4600	0	0	7804	0	-6669
9830	Mohanan P G	Feb.17	DUE	46440	34830	11610	0	0	0	0	0	16254	70451	0
9830		Feb.17	DRAWN	18370	13778	4592	22062	3830	4600	0	0	8450	65069	0
9830		Feb.17	BALANCE	0	21052	7018	-22062	-3830	-4600	0	0	7804	0	5382
9830	Mohanan P G	Mar.17	DUE	46440	46440	0	0	0	0	0	0	16254	70451	0
9830		Mar.17	DRAWN	18370	18370	0	22062	3830	4600	0	0	8450	65069	0
9830		Mar.17	BALANCE	0	28070	0	-22062	-3830	-4600	0	0	7804	0	5382
9830	Mohanan P G	Apr.17	DUE	46440	46440	0	0	0	0	0	0	16254	70451	0
9830		Apr.17	DRAWN	18370	18370	0	21625	3830	4509	0	0	8450	64541	0
9830		Apr.17	BALANCE	0	28070	0	-21625	-3830	-4509	0	0	7804	0	5910
9830	Mohanan P G	May.17	DUE	47840	47840	0	0	0	0	0	0	16744	72453	0
9830		May.17	DRAWN	18930	18930	0	22284	3830	4509	0	0	8708	66130	0
9830		May.17	BALANCE	0	28910	0	-22284	-3830	-4509	0	0	8036	0	6323
9830	Mohanan P G	Jun.17	DUE	47840	47840	0	0	0	0	0	0	16744	72453	0
9830		Jun.17	DRAWN	18930	18930	0	22284	3830	4509	0	0	8708	66130	0
9830		Jun.17	BALANCE	0	28910	0	-22284	-3830	-4509	0	0	8036	0	6323
9830	Mohanan P G	Jul.17	DUE	47840	47840	0	0	0	0	0	0	16744	72453	0
9830		Jul.17	DRAWN	18930	18930	0	22636	3830	4580	0	0	8708	66553	0
9830		Jul.17	BALANCE	0	28910	0	-22636	-3830	-4580	0	0	8036	0	5900
9830	Mohanan P G	Aug.17	DUE	47840	47840	0	0	0	0	0	0	16744	72453	0
9830		Aug.17	DRAWN	18930	18930	0	22636	3830	4580	0	0	8708	66553	0
9830		Aug.17	BALANCE	0	28910	0	-22636	-3830	-4580	0	0	8036	0	5900
9830	Mohanan P G	Sep.17	DUE	47840	47840	0	0	0	0	0	0	16744	72453	0
9830		Sep.17	DRAWN	18930	18930	0	22636	3830	4580	0	0	8708	66553	0
9830		Sep.17	BALANCE	0	28910	0	-22636	-3830	-4580	0	0	8036	0	5900
9830	Mohanan P G	Oct.17	DUE	47840	47840	0	1096	0	0	0	0	16744	73549	0
9830		Oct.17	DRAWN	18930	18930	0	23638	3830	4783	0	0	8708	67758	0
9830		Oct.17	BALANCE	0	28910	0	-22542	-3830	-4783	0	0	8036	0	5791
9830	Mohanan P G	Nov.17	DUE	47840	47840	0	1096	0	0	0	0	16744	73549	0
9830		Nov.17	DRAWN	18930	18930	0	23638	3830	4783	0	0	8708	67758	0
9830		Nov.17	BALANCE	0	28910	0	-22542	3830	-4783	0	0	8036	0	5791
9830	Mohanan P G	Dec.17	DUE	47840	47840	0	1096	0	0	0	0	16744	73549	0
9830		Dec.17	DRAWN	18930	18930	0	23638	3830	4783	0	0	8708	67758	0
9830		Dec.17	BALANCE	0	28910	0	-22542	3830	4783	0	0	8036	0	5791

ROLL ADMINISTR.

EmpNo	Name	PERIOD	STAT	BasicPay	DutyPay	LeavePay	VD.A	Special Pay	VDA Specia	10%Allw	CA.Allw	Total	Total Bal
9830	Mohanan P G	Jan.18	DUE	47840	47840	0	1670	0	0	0	16744	70040	0
9830		Jan.18	DRAWN	18930	18930	0	24140	3830	4884	0	8708	64278	0
9830		Jan.18	BALANCE	0	28910	0	-22470	-3830	-4884	0	8036	0	5762
9830	Mohanan P G	Feb.18	DUE	47840	47840	0	1670	0	0	0	16744	70040	0
9830		Feb.18	DRAWN	18930	18930	0	24140	3830	4884	0	8708	64278	0
9830		Feb.18	BALANCE	0	28910	0	-22470	-3830	-4884	0	8036	0	5762
9830	Mohanan P G	Mar.18	DUE	47840	47840	0	1670	0	0	0	16744	70040	0
9830		Mar.18	DRAWN	18930	18930	0	24140	3830	4884	0	8708	64278	0
9830		Mar.18	BALANCE	0	28910	0	-22470	-3830	-4884	0	8036	0	5762
9830	Mohanan P G	Apr.18	DUE	47840	47840	0	1727	0	0	0	16744	70097	0
9830		Apr.18	DRAWN	18930	18930	0	24189	3830	4894	0	8708	64337	0
9830		Apr.18	BALANCE	0	28910	0	-22462	-3830	-4894	0	8036	0	5760
9830	Mohanan P G	May.18	DUE	49280	49280	0	1779	0	0	0	17248	221980	0
9830		May.18	DRAWN	19500	19500	0	24917	3830	4894	0	8970	221892	0
9830		May.18	BALANCE	0	29780	0	-23138	-3830	-4894	0	8278	0	88
9830	Mohanan P G	Jun.18	DUE	49280	37781	11499	1779	0	0	0	17248	72207	0
9830		Jun.18	DRAWN	19500	14950	4550	24917	3830	4894	0	8970	66011	0
9830		Jun.18	BALANCE	0	22831	6949	-23138	-3830	-4894	0	8278	0	6196
9830	Mohanan P G	Jul.18	DUE	49280	46101	3179	1956	0	0	0	17248	72384	0
9830		Jul.18	DRAWN	19500	18242	1258	25071	3830	4924	0	8970	66195	0
9830		Jul.18	BALANCE	0	27859	1921	-23115	-3830	-4924	0	8278	0	6189
9830	Mohanan P G	Aug.18	DUE	49280	20666	28614	1956	0	0	0	17248	72384	0
9830		Aug.18	DRAWN	19500	8177	11323	25071	3830	4924	0	8970	66195	0
9830		Aug.18	BALANCE	0	12489	17291	-23115	-3830	-4924	0	8278	0	6189
9830	Mohanan P G	Sep.18	DUE	49280	49280	0	1956	0	0	0	17248	72384	0
9830		Sep.18	DRAWN	19500	19500	0	25071	3830	4924	0	8970	66195	0
9830		Sep.18	BALANCE	0	29780	0	-23115	-3830	-4924	0	8278	0	6189
9830	Mohanan P G	Oct.18	DUE	49280	49280	0	3676	0	0	0	17248	74104	0
9830		Oct.18	DRAWN	19500	19500	0	26569	3830	5218	0	8970	67987	0
9830		Oct.18	BALANCE	0	29780	0	-22893	-3830	-5218	0	8278	0	6117
9830	Mohanan P G	Nov.18	DUE	49280	49280	0	3676	0	0	0	17248	74104	0
9830		Nov.18	DRAWN	19500	19500	0	26569	3830	5218	0	8970	67987	0
9830		Nov.18	BALANCE	0	29780	0	-22893	-3830	-5218	0	8278	0	6117
9830	Mohanan P G	Dec.18	DUE	49280	49280	0	3676	0	0	0	17248	143357	0
9830		Dec.18	DRAWN	19500	19500	0	26569	3830	5218	0	8970	140060	0
9830		Dec.18	BALANCE	0	29780	0	-22893	-3830	-5218	0	8278	0	3297

PAYROLL ADMINISTRATOR

2



EmpNo	Name	PERIOD	STAT	BasicPay	DutyPay	LeavePay	VD.A	Special Pay	VDA Specie	10%Allw	CA.Allw	Total	Total Bal
9830	Mohanan P G	Jan.19	DUE	49280	38152	11128	4391	0	0	0	17248	74819	0
9830		Jan.19	DRAWN	19500	15097	4403	27187	3830	5340	0	8970	68727	0
9830		Jan.19	BALANCE	0	23055	6725	-22796	-3830	-5340	0	8278	0	6092
9830	Mohanan P G	Feb.19	DUE	49280	49280	0	4391	0	0	0	17248	381638	0
9830		Feb.19	DRAWN	19500	19500	0	27187	3830	5340	0	8970	388043	0
9830		Feb.19	BALANCE	0	29780	0	-22796	-3830	-5340	0	8278	0	-6405
					717096	39904	-587677	-99580	-125856	0	210428	0	120839

Oct-20	60419
Apr-21	60420
	120839

Enclt No. HR / Payroll / Arrear Statement / PGM / 2021 Dated: 05/08/2021

forwarded to the RTI Cell for necessary action

3


 5/8/2024
 Payroll Administrator
 HR Division


NR

Fixation of pay of Group C employee promoted as Group B after 01.01.2012

Secretary's Order No.A9/L.O.Gr.II/2016-S dated: 06.05.2016

1. a) Name of the Employee		Sri. P.G. Mohanan	
b) Staff Number		9830	
c) Department/Office/Section		GAD / Legal Cell	
d) Post held at the time of promotion to Group B		Legal Assistant	
2. Scale of pay at Group C		₹ 23,600 - 56,300	
Basic pay in the lower post with effective date		₹ 30,950/- w.e.f 01.03.2016	
Post to which promoted (Group B)		Law Officer Gr. II	
Date of promotion		06.05.2016	
Scale of pay		₹ 16400 - 40500	
Class III		Class II	
Basic pay as on 01.03.2016	30,950	Basic pay as on 01.03.2016	17,830
Pay on promotion as on 06.05.2016	31,880	Pay on promotion to Cl.II on 06.05.2016	18,370
VDA as on 06.05.2016 (35.52%)	11,324	VDA as on 06.05.2016 (112.96%)	20,751
Total (BP+DA)	43,204	Total (BP+DA)	39,121
Protected pay =		43204 - 39121	4,083
w.e.f 06.05.2016 onwards.			

pmm

Copy to: The Pay Roll Administrator, SAP, HR Division.

Sr. Asst. Secretary

Manager
(D Section)

I. PAY FIXATION STATEMENT FOR PROMOTION VIDE SECRETARY'S ORDER No.A9/L.O.Gr.II/2016-S Dated: 06.05.2016

1	2	3	4	5	6	7	7
Name and Staff No.	Post held at the time of promotion and scale of pay.	Post to which promoted and scale of pay & date of promotion.	Pay in the lower post at the time of promotion.	Without option Pay fixation in the higher post @ 3% increase, date of promotion and scale of pay.	With option Pay fixation in the higher post under option, date of promotion and scale of pay.	Date of next Increment / date of Option	Remarks
Sri. P.G. Mohanan Staff No.9830	Legal Assistant ₹ 23,600 - 56,300 (Class-III) Pre-revised scale of pay: ₹ 13,600 - 32,400	Law Officer Gr.II (Class-II) ₹ 16,400 - 40,500 w.e.f. 06.05.2016	₹ 17,830/- w.e.f 01.03.2016 in pre-revised scale	₹ 18,370/- w.e.f 06.05.2016 ₹ 16,400 - 40,500	-----	01.05.2017	Protected Pay may be granted @ ₹ 4,083/- p.m w.e.f 06.05.2016 orwards.

pmm

DY. CHIEF ACCOUNTANT (SR) - II
Estt. Section, HR Division.

13/5/16

Manager
D. Section

(6)

3

COCHIN PORT TRUST

STATEMENT SHOWING FIXATION OF PAY OF CLASS C & D EMPLOYEES IN
THE REVISED PAY FROM 01.01.2007.

1. a) Name of Employee : Sri. P.G Mohanan ✓
b) Staff Number : 9830 ✓
c) Post held as on 01.01.2007 : Accountant ✓
d) Department/Office/Section : GAD/ Legal Cell ✓
2. Existing Scale of Pay as on 31.12.2006 : Rs. 5000-150-5450-20-10850 ✓
3. Existing Basic Pay as on 31.12.2006 : Rs. 5850.0 ✓
4. Revised Pay Scale as on 01.01.2007 : Rs. 11000 - 29400 ✓

PAY TO FIXED IN THE REVISED SCALE AS BELOW

a) Basic Pay as on 31.12.2006 : Rs. 5850.0 ✓
b) Spl. Pay & Stagnation increment if any : - ✓
c) Corresponding D Pay @ 50% : Rs. 2925.0 ✓
d) VDA upto AICPI 2884 points
[On basic pay & dearness pay as on
01.01.2007 @ (18.9%)] : Rs. 1658.0 ✓

TOTAL : Rs. 10433.00 ✓
e) 23% fitment : Rs. 2400.00 ✓

: Rs. 12833.00 ✓
Total Pay as on 01.01.2007 : Rs. 12840.00 ✓

(The aggregate amount would be rounded off to next ten rupee and pay fixed in the revised pay scale.)

Manager
D' Seem

(7) 1

कोचिन पोर्ट ट्रस्ट

COCHIN PORT TRUST

का सेवा पंजी

SERVICE BOOK OF

1. पूरा नाम (साफ अक्षरों में)
Name (in full in Block Letters)
2. घर का स्थायी पता
Permanent Home Address
3. पिता/पति या रक्षक का नाम निवास स्थान
Father's/Husband's or Guardian's Name Residence
4. राष्ट्रियता
Nationality
5. वर्ग या जाति तथा धर्म
Class or Race and Religion
6. यदि अनुसूचित जाति/अनुसूचित जाति का सदस्य है तो जाति/जन्मजाति का ब्यौरा
If a member of SC/ST Particulars of Caste/Tribe
7. जन्म तारीख (ईसवीं सन में)
Date of Birth (In Christian Era)
अंको में
In Figures
शब्दों में
In Words
के सम्बन्ध में प्रमाणित
Authenticated with reference to
8. शैक्षिक योग्यताएँ
Educational qualifications
अ) नियुक्ति में प्राप्त
a) at the time of appointment
आ) बाद में प्राप्त
b) subsequently acquired
9. कर्मचारी का हस्ताक्षर
Signature of the employee
10. कार्यालय मुख्य या साक्ष्यांकन अधिकारी का हस्ताक्षर एवं पदनाम
Signature and designation of the Head of the office or the attesting officer

मोहम्मद मोहम्मद

MOHAMMAD P-6

पुल्लियेडुथु हाउस, पल्लुथुथु, कोचिन-6
Puthiyeduthu House, Palluthuthu, Cochin-6

जाति के.सी.
K. S. Caste

भारतीय Indian

हिन्दू, वरिष्ठा अनु पि जाति
Hindu Varniya 0 BC

जन्म - रामेयत काल जारी प्रमाणित दि. 15-1-1978
Certificate issued by the village officer - Ramayath
dt. 15-1-1978

19-2-1969

उन्नीस - फरवरी - उन्नीस सौ जसो
Nineteenth - February - Nineteen hundred and sixty
एस.एस.एल.सी. पुस्तक नं. बी-27266 फ्र. डी.पी.के. कोचिन-6
S.S.C. Book No. B 27266 issued from S.D.O.
Boys High School, Palluthuthu

एस.एस.एल.सी. उत्तीर्ण व सं 197671 मार्च 1976
S.S.L.C. passed vide Reg No. 197671 dated 1976

केवल सहायक काल जारी प्रमाणित दि. 15-1-1977
कम सं. 2154

Manager
D' Section

RT

The entries on this page should be renewed or re-attested at least

Name in full	Class & Religion	Residence	Father's or Uncle's or Guardian's residence	Date of birth by Christian Eras	Exact height by measurement
1	2	3	4	5	6
MOHANAN. P. G.	Hindu - Variga O.B.C.	Puthayadathu, Howrah Road, Puthur, P. O. S. Block.	do	19-2-1959.	



Manager
D' Sarm

2

2

3

भाग
PART


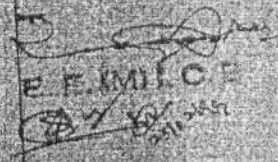
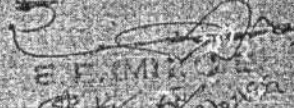


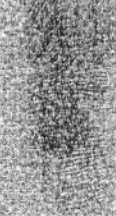


हर एक पांच साल में इस पृष्ठ की प्रविष्टियाँ ठीक या चुना साक्ष्यांकित किया जाना चाहिए
- The entries on this page should be renewed or re-attested at least

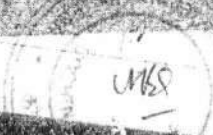
पूरा नाम Name in full	श्रेणी एवं धर्म Class & Religion	आवास Residence	पिता या मामा या रक्षक का आवास Father's or Uncle's or Guardian's residence	जन्म की तारीख ईर/वीं सन् में Date of birth by Christian Eras	गाप दे अनुसार वास्तविक कद Exact height by measurement
1	2	3	4	5	6

MS

Manager
D' Sectm

and the signatures in columns 8 & 9 should be dated.

Personal mark for identification	Signature of Employee	Signature and designation of the Head of the office or other attesting officer		
7	8	9		
<p>A black mole on the Centre of chest - X</p> <p>A black mole below the left shoulder - X</p> <p>Two ems above the collar bone.</p> <p>1. No hair from collar to head</p> <p>2. No hair on head to collar to head</p>		 <p>E.E.M.I.C.E.</p>		
<p>Certified that the finger prints below have been taken in my presence, and under my personal superintendence from the left hand, of S. S. P. S. Mahajan</p>				
<p>Whose services are entered in this book</p>				
<p>Name of office: <i>राजस्थान सिमरा 312 212</i> E.E.E. ENGR (Civil) Bikaner</p>				
<p>Station: <i>Patliyan Bikaner</i> W. S. Land</p>				
<p>Date: <i>20-2-1999</i></p>				
<p>Signature and designation of Head of office or other attesting officer:  E.E.M.I.C.E.</p>				
<p>LEFT HAND</p>				
Fourth Finger	Third Finger	Second Finger	First Finger	Thumb
				



Manager
'D' Section

11

COCHIN PORT TRUST
(Medical Department)
CERTIFICATE OF PHYSICAL FITNESS

The Secretary
Cochin Port Trust
No. DC/Med/Exam/28186-1/98/17
Date 6-2-98

As per your requisition no. A10/4393/85/S
dated 21-1-98

I examined
signature
P. G. Mohan
whose
thumb impression

is given below
I consider him fit temporarily unfit for appointment

promotion to
Group
Class III as S.D. Clerk
in the Secretaries Department.

He bears the following identification marks.

- 1. A black mole on the Centre of the Chest.
- 2. A black mole below the left Shoulder blades above the collar bone.

Remarks
Candidate's Signature
thumb impression

Signature
Dr. C. S. Medical Officer
COCHIN PORT TRUST
Medical Examiner.

The certificate of Medical fitness obtained at the
Time of appointment is affixed on the Service Book.

Signature
E.E.M.I.C.C.
BY
25/2/98

Manager
D. Sum

भाग II
PART II

सामान्य अनुदेश
GENERAL INSTRUCTIONS

ब. छुट्टी का, लाल रंग के स्याही से लिखना चाहिए तथा जहाँ आवश्यक हो महीने तथा दिनों को भी अंकित करना चाहिए। छुट्टी के प्रारंभ तथा समाप्ति की तारीख भी अंकित करना चाहिए।
(b) Leave should be written in red ink and should always be expressed in months and days whenever it can be so calculated. The dates of commencement and termination of the leave should also be quoted.

ख. विलम्ब का कारण के सहित लाल रंग के स्याही से लिखना चाहिए
(b) Suspension should be written in red ink quoting the reason for the same.

किसी दण्ड या विन्दा का या अधिकारी के पुरस्कार या प्रशंसा का किसी सदर्थ है तो लाल रंग के स्याही से लिख दिया जाए।
References to any punishment or censure or reward or praise of the officer may be recorded in red ink across the page.



Manager
(D) Seem

Admitted to G. P. F.
with effect from 3/99
Account No. Allotted is 10029

J. G. D. Chief Accountant (P.F.)
20/10

PART II

GENERAL INSTRUCTIONS

(a) Leave should be written in red ink and should always be expressed in months and days whenever it can be so calculated. The dates of commencement and termination of the leave should also be quoted.

(b) Suspension should be written in red ink quoting the reason for the same.

Reference to any punishment or censure of reward or praise of the officer may be recorded in red ink across the page.



21/10/10

Manager
I.D. Schem

Name of post and Scale of Pay	Whether substantive or officiating	If officiating state substantive appointment if any	Date of commencement of appointment	Pay	Signature of attesting officer	Date of termination of appointment
1	2	3	4	5	6	7
<p>संनिक के आदेश सं. पी० 4393/85/पच दिना 27-1-98 के अनुसार स. 2160-70- 2720-75-3845 के अनुसार में अरर अर्थात् निविदा के पद पर नियुक्त किया गया तथा 6-2-1998 अपराह्न को कार्यवाही किया गया।</p> <p>प्र. नि. वर L.D-en</p>		<p>Appointed as lower division clerk in the scale of pay Rs. 2160-70-2720-75 3845 vide Govt's order no. A10/4393/85/S dt 27-1-1998 and reported for duty on 6-2-1998 B.H.</p>		<p>Rs. 2160-70-2720-75</p>	<p><i>[Signature]</i></p>	
<p>स. B-2160-70- 2720-75-3845</p>	<p>offg</p>		<p>6-2-98 B.H.</p>	<p>Rs. 2160-70-2720-75</p>	<p><i>[Signature]</i> E.E.M.I.C.E.</p>	<p>6-2</p>
		<p>Appointed as major in the Dry Dock sub- division dt 11-1-94 vide order no. B/F-27/Hoz/94 dt 10-1-94. He resigned from Board's service and was relieved to join in the Kerala State Govt Service dt 25-11-96. He has not availed extra ordinary leave which will count as non qualifying service for the purpose of retirement benefits during the</p>			<p><i>[Signature]</i></p>	

Manager
D Section



No. for mina- of the tment	Signature of testing officer	Details of the period of absence such as leave suspension etc.				Initial of Lead of office	Reference to any recorded punish- ment or censure or reward or praise of the officer
		Nature of absence	No. of days	Period			
				From	To		
8	9	10	11	12	13	14	15
		सिस्टम काम	3	16/8	18/8		
<p>किसी मंत्र सहाय 18-1-2000 को देखा गया कमेंट्स</p>							

Please see
Page No. 30 of
Previous Service

Page 21

सर्वोपरि
सेवा प्रमाणित
सर्वोपरि
अप्रैल 2009

S.E.M.I.C.E
16/12/09
16/12/09

S.E.M.I.C.E
14/01/09

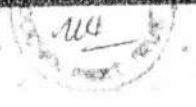



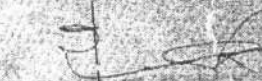
Manager
D Section

(16)

1	2	3	4	5	6	7
<p>(Copied from page 20)</p> <p>Period from 16-1-94 to 24-11-96 vide M.S. letter no. B/P.G.M./Source/98-H dt 20-11-98 addressed to the E.E. Com. I.R.</p>						
<p>A. S. V. H. S.</p> <p>L-D-C</p>					<p><i>[Signature]</i></p> <p>D. E. M. I. C. E.</p> <p>16/3/99</p>	
<p>N-2160-70</p> <p>2720-75-3845</p>	<p><i>[Signature]</i></p>			<p>2-99 Rs 2230/-</p>	<p><i>[Signature]</i></p> <p>D. E. M. I. C. E.</p> <p>16/3/99</p>	
<p><u>L. T. C</u></p>						
<p>L.T.C. awarded for the block year 1995-1999 vide E.E. Com. order no. 04/ET/PSM/1995-99 dt 04.09.99 and revised order of even no. dt 10.09.1999 for the journey from Cochin to Tirupati Tiravate along with following family members on 25.09.99.</p>						
1. Smt Hemalatha Mohan				25.02.1965		(wife unemployed)
2. Master Nikhil Mohan				17.02.1993		son
3. Kam Aritha Mohan				07.05.1997		Daughter
4. Sri K.V. Gaudh				02.95		Father
5. Sri Nirmala Gaudh				45		Mother
6. Sri P.G. Rajan				10.4.1978		Son
<p>(Continued on page 21)</p>						

Manager
D. Section



and y	Whether substantive or officiating	If officiating state substantive appointment if any	Date of commence- ment of appointment	Pay	Signature of attesting officer	Date of termination of appointment
	2	3	4	5 Rs.	6	7
27/20 51	offg		2-99	Rs. 2250/-	 E.M.I.C.E. 78	11-1-2000 12-2-2000
<p>certified that the employee has completed probationary period of two years satisfactorily less 11 days on 12-2-2000 and 04 days on 06-3-2000 - 11-3-2000</p> <p>किन्ना लासा के नि. मूला बापत कालिमां के अठिया से सी. परिधीन/१३/२००० २-२००० के तालुमा १२-२-२००० के तालुमा से कालिमां के अठिया पर्यंत के अठिया के सतोपलाक पूरि किमा जवा।</p>						
0-27-20 8/85	स्वातंत्र्य offg		6-2-2000	Rs. 2300/-	 E.M.I.C.E. 78	31-7-2000

Manager
D. S. Sharma



TRUST
Date of the
termination of the
appointment

अनांत
प्रकरण

अनांत
प्रकरण

Signature of attesting officer	Details of the period of absence such as leave suspension etc.					Reference to any recorded punishment or reward or praise of the officer
	Nature of absence	No. of days	Period		Initial of Head of office	
			From	To		
9	10	11	12	13	14	15
<p>दस्तावेज अवकाश</p> <p><i>[Signature]</i> EMICE 20/02/2000</p>						<p>29-2-2000 तक सेवा समाप्त Service completed upto 29-2-2000</p> <p><i>[Signature]</i> EMICE 29/2/2000</p>
<p>दस्तावेज अवकाश</p> <p><i>[Signature]</i> EMICE 27/2/2001</p>						<p>28-2-2001 तक सेवा समाप्त Service completed upto 28-2-2001</p> <p><i>[Signature]</i> EMICE 28/2/2001</p>

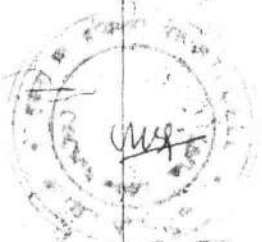
Manager
D Sirm

19

ALAMUDDIN

Name of post and Scale of Pay	Whether substantive or officiating	If officiating state substantive appointment if any	Date of commencement of appointment	Pay	Signature of attesting officer	Date of termination of appointment
1	2	3	4	5	6	7
				Rs.		
<u>Conveyance Advance</u>						
<p>Conveyance Advance of Rs. 20,000/- [Rupees Twenty Thousand only] paid vide CME's sanction order No. C3/CA/Port/2000-10 dt. 18.04.2000 and letter of acceptance of agreement of even No dt. 26.04.2000</p> <p>Recovery @ Rs. 200/- x 100 months + interest</p> <p>Payment made on 05.05.2000</p> <p>First Recovery : from 5/2000</p> <p>गारा अधिसूचन शु. अ. अधिसूचन के संदर्भ में उ. अ. अधिसूचन/2000-10 दि. 18-04-2000 नया भ्रमसंस्कृत करार समीक्षा का दि. 26-04-2000 के अनुसार रु. 20,000/- (बीस हजार रुपय मात्र) के पचास अधिसूचन का अधिसूचन किया जाता है</p>						
				<p>EXECUTIVE ENGINEER (M) I. C. ENGINES COCHIN PORT TRUST 26/4/2000</p>		<p>26/4/2000</p>

Manager
I.D. Seem



Scale of Pay	substantive or officiating	state substantive appointment if any	commencement of appointment	Pay	Signature of attesting officer	Date of termination appointment
1	2	3	4	5	6	7
<p>Scale of pay revised w.e.f. 1-1-97 (Effective from 1-1-98) as per P.A. letter no. 1PA/Bure/2000 dt 11-8-2000 and Secy order no. H3/Bure/2000 dt 17-8-2000 and pay fixed as follows: अतिरिक्त पत्र सं. 11-8-2000 दिनांक 17-8-2000 के अन्तर्गत 1-1-97 से वर्तमान 1-1-98 में प्रभावी 3 में पुनरीक्षण किया गया।</p> <p>H.D.E. Rs. H300-120-5260-130-8123</p>						
<p>6-2-98 Rs. H300/- 1-2-99 Rs. H420/- 1-2-2000 Rs. H540/-</p>						
<p>Sanction is accorded to grant person at pay equal to one increment - Rs-120/- in lump sum for 12 months ago to pay the cash award amounting to Rs-200/- as per Board Resolution no. 203 dt 30-3-98. He has passed the Heeki Pragna Exam. held in May-2000. vide P.A.'s order no. 101/Pragna/PGH/2000 dt 5-10-2000.</p>						

E.E.M.I.C.E

E.E.M.I.C.E

10/10/2000

Manager
D Sehm

Name of post and Scale of Pay	Whether substantive or officiating	If officiating state substantive appointment if any	Date of commencement of appointment	Pay	Signature of attesting officer	Date of termination of appointment
1	2	3	4	5	6	7
<p>in the class III order no. A10/3661/90/s dt 17-1-2001. प्रमाणित किया जाय के अनुसार 1-12-2000 लिखित पत्र पर पुष्टि की गई।</p> <p>अ. प्र. नि. नि. L. D. C.</p> <p>Rs. 4300-120-5260- 130-8120- श्री. नि. नि. के आदेश सं. पी. 10/1/2001/प्र. नि. 21-4-2001 के अनुसार 21-4-2001 से प्रारंभ होगी लिखित पत्र पर धरोकार 21-4- एच. एम. कार्यालय से इत्यादि के आदेश सं. पी. 10/1/2001/प्र. नि. 21-4-2001 के ले कर H.M.'s office use 21-4-2001. (कोटा असिस्ट सचिव) order no. A10/1/2001/s dt 21-4-2001.</p>	<p>certified that the employee is confirmed, post of L.D.C. w.e.f. 1-12-2000 vide Sr. Secy's order no. A10/3661/90/s dt 17-1-2001. श्री. नि. नि. के आदेश सं. पी. 10/3661/90/प्र. नि. 17-1-2001 से प्रमाणित की गई। अ. प्र. नि. नि. L. D. C.</p>	<p>If officiating state substantive appointment if any</p>	<p>Date of commencement of appointment</p> <p>1-2-2001</p>	<p>Pay</p> <p>Rs. 4660/-</p>	<p>Signature of attesting officer</p> <p><i>[Signature]</i></p> <p><i>[Signature]</i></p> <p><i>[Signature]</i></p>	<p>Date of termination of appointment</p> <p>20-4-2001</p>

Manager
D. S. L.

P. Singh
E. M. C.

TRUST

निर्वास की समाप्ति का कारण Reason for the termination of the appointment	साक्षात्कार अधिकारी का हस्ताक्षर Signature of appealing officer	अनुपस्थिति की अवधि का योग जिस द्वारा विनाशित जाये Details of the period of absence such as leave suspension etc.				कार्यालय मुख्या के अधिकारी Initial of Head of office	विनाशित होने से निर्वास की अवधि के अंतर्गत या निर्वास की किसी अवधि में अग्रणी के द्वारा प्रदत्त पुरस्कार या सजावट का विवरण Reference to any awards/punishment or signature or reward or praise of the officer
		अनुपस्थिति के विवरण Nature of absence	दिनों की संख्या No. of days	अवधि Period से From	तक To		
8	9	10	11	12	13	14	15
<p>पदोन्नति तथा स्थानांतरण Promotion & Transfer</p>			EL	1	20/3/01		<p>20-4-2001 तक सेवा अग्रणी सेवा के अंतर्गत उपरोक्त सेवा के अंतर्गत सेवा के अंतर्गत सेवा के अंतर्गत</p>

P-3064
E.E. NICE
11/5/01

P-3064
E.E. NICE
11/5/01

Manager
D. Sum



कोचिन पोर्ट
COCHIN PORT

						appointment
1	2	3	4	5	6	7
<p>Reported for duty as UDC vide Secretary's order no A10/1/2001/S dated 21.4.2001 (wef 21.4.2001)</p> <p>सीनियर के आदेश सं. ए10/1/2001/सि. डि. 21-4-2001 (21-4-2001 से) प्रारंभ श्रेणी लिमिटेड पर पर कार्यभार सौंपा गया।</p> <p>प्र. प्र. नि. वि. नि. वि. (म कार्यालय) UDC: Hrs. Office 4640-140-5760-170- 9500 / <u>OFF</u> sub</p>				<p>21.4.01</p>	<p>Rs. 4920/-</p>	<p>व. 3 अलेक्स. Sr Dy CA-II 10/11/2001 31-3-02</p>
<p>सीनियर के आदेश सं. ए10/1/2001/सि. डि. 30-10-2001 सं. अं. सं. 1-6-2001 से प्रारंभ श्रेणी लिमिटेड पर नियमित किया गया।</p> <p>Regularised as UDC clerk with effect from 1-6-2001 vide Secretary's order no. A10/1/2001/S-I dt 30.10.2001.</p>						
				<p>व. 3 अलेक्स. Sr Dy Chief Accountant - II 15.11.2001 13/11</p>		

नियुक्ति
संगति
Resort
terminal
appe

Manager
D Seem

Nature of absence	Details of the period of absence such as leave suspension etc.				Initial of Head of office	Reference to any recorded punishment or censure or reward or praise of the officer
	Nature of absence	No. of days	Period			
			From	To		
10	11	12	13	14	15	
EL	1	17/01				
"	5	25/01	25/01			
<p>EL for 49 days encashed vide Hm's order no. AB/EL encash/Perm/ Hm dtd 17/5/01 from 26/5/01 to 13.7.01</p> <p>26-5-01 के 13-7-01 तक 49 दिनों की अवधि का नकदीकरण किया गया। आ. 2-22 के अधिनियम सं 176-अ. 2 के अंतर्गत 17-5-01 के अंतर्गत 26-5-01 के 13-7-01 तक 49 दिनों की अवधि का नकदीकरण किया गया।</p> <p>Dr. Chief Acct. Sr II Harbour Master's Office 17/5/2001</p> <p>श्रीमान Com L. 5 18/2000 22/2000 Decision amended on Com Leave based on Seas Cr. no. LC/22/367/2001 dtd 16-5-2001. (See page No 9) Hm's order no. AB/Leave/PM/3001-1100 dtd 2-11-01</p> <p>28-2-02 का सेवा समिति Severance confirmed up to 28-2-02</p> <p>19.3.2002</p>						

वसंतगुप्त
In command ✓

Com L.
3-4-2002
Harbour Master's Office

अभिद के परिवार सं. एन.ओ. 22/367/2001 दि. 16-5-2001 (यूक अ. 9 के) के आधार पर उचित नोन परिकल्पित कृती के रूप में संशोधित किया गया (एन.ओ. अधिनियम सं. 176/अ. 2/पीजी एम/2001-1100)

HARBOUR MASTER
18.2.02

Manager
D. Sum

Name of post and Scale of Pay	Whether substantive or officiating	If officiating state substantive appointment if any	Date of commencement of appointment	Pay	Signature of attesting officer	Date of termination of appointment
1	2	3	4	5	6	7
<p>प्र. प्र. लि. प्रमाण कार्यालय UDC प्रो. ऑफिस प.स. 4340-140-5750- 120-9500</p> <p>सचिव के आदेशों सं. प्रो. 1/2002-प्र. दि. 11-6-02 के अंतर्गत सचिव कार्यालय में 10-6-02 से इ-मानांतरित किया गया।</p> <p>Transferred to Secretary's office with effect from 10-6-02 vide Secretary's order no. A10/1/2002-5 dt. 11-6-02.</p> <p>आदेशों सं. प्रो. 1/2002/प्र. दि. 11-6-02 के अंतर्गत 10-6-2002 से प्रबन्ध प्रो. लि. पर पर कार्य करना किया गया।</p> <p>Reported for duty as UDC w. e. f. 10-6-2002 vide Order No. A10/1/2002/5 dated - 11/6/02.</p> <p>प्र. प्र. लि. UDC प.स. 4340-140-5750- -120-9500</p>	<p>Sub</p> <p>Sub</p>		<p>1-2-02 ✓</p> <p>10-6-02</p>	<p>Rs. 5260/-</p> <p>5260/-</p>	<p>34.2002 Dy. Chief Acct. Harbour Master's Office</p> <p>11/6/2002 Dy. Chief Acct. (Sr II) Harbour Master's Office</p> <p>उप सचिव Dy. Secretary</p>	<p>9-6-02</p>

Manager
D Secdm

Reason for the termination of the appointment	Signature of attesting officer	Details of the period of absence such as leave suspension etc.					Reference to any recorded punishment or censure or reward or praise of the officer
		Nature of absence	No. of days	Period		Initial of Head of office	
				From	To		
8	9	10	11	12	13	14	15
Transfer	[Signature]	2	2	03/02	03/02	[Initials]	[Text]
		5	5	3/02	2/02		
		A Slip Dm		10/02	(2 days) 10/02		9-6-02 से सेवा सत्यापन Services verified upto 9-6-02

अनुपस्थिति
Inconvenient

3924th Dy. Secretary
[Signature]

Manager
D Seem

2/5/02

स्ट

Case for the termination of appointment

Name of post and Scale of Pay	Whether substantive or officiating	If officiating state substantive appointment if any	Date of commencement of appointment	Pay	Signature of attesting officer	Termination of appointment
1	2	3	4	5	6	7
<p>प्र. स. लिपिक U.D.-C FRs. 4640-140-5760-170-9500</p> <p>प्र. स. लिपिक U.D. Clerk. सचिव के कार्यालय Secretary's Office FRs. 4640-140-5760-170-9500</p>	<p>Sub:-</p> <p>Sub:-</p>		<p>2.4.2003 Collective Order 1.4.2003)</p> <p>2-4-2004 (Effective from 14/2004)</p>	<p>Rs.</p> <p>Rs. 5200/-</p> <p>5340/-</p>	<p>Signature of attesting officer</p> <p>Dy. Secretary</p> <p>Signature of attesting officer</p> <p>Dy. Secretary</p>	<p>31-3-2004</p> <p>21/3/05</p>
<p>सचिव के आदेश सं. 814/प्र.स.लि/2003-प्र.स.लि/14-8-2003 के अनुसार प्रसन्नता से 2003 में नई दिल्ली द्वारा हरिद्वार की ओर जाने के लिए 10, 5 के फी. डी. के साथ 2000-2003 तक के लिए आगे जाते हैं।</p> <p>आवृत्त LTC for the block years 2000-2003 to visit Haridwar via New Delhi for himself, his wife sri. Hemalatha Mohanar, 38yrs, his son Mr. Nikhil Mohanar, 10yrs, his daughter kumarika Nikhila Mohanar, 6yrs, his mother sri. K.V. Gaudhi 66yrs and his mother sri. Ahimata Gaudhi 58yrs and back by Rail/Road during the IVth week of September 2003 vide secretary's order no. D5127/18-EM/2003-5 dt 14/8/2003</p> <p>Signature of attesting officer Dy. Secretary</p>						

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No. for minima of the student	Signature of attesting officer	Details of the period of absence such as leave suspension etc.					Reference to any recorded punishment or censure or reward or praise of the officer
		Nature of absence	No. of days	Period		Initial of Head of office	
				From	To		
8	9	10	11	12	13	14	
		2 PM EL	1	17/03	-		Secy's 15/3/03
		① Duesman	1	21/5/03	-		28-2-2003 तक सेवा सम्प्रतिपत्त
		HPL EL encashment for 38 days from 31/5/03 to 7/10/03 vide Secy's order No. DA/Encash/2003-5 dated 20-08-2003		21/5/03	20/08/03		Services verified upto 28-2-2003.
		2 PM EL	6	25/03	30/03		Dy. Secretary
		② EL	1	21-5-2003			24-2-2004 तक सेवा सम्प्रतिपत्त Services verified upto 29-2-2004
		34 मिनट का अनुपस्थिति Com.L	5	19/04	23/04		Dy. Secretary
		"	2	8/04	9/04		2/16
		3 PM EL	2	18/05	19/05		
		EL encashment for 37 days from 01-02-2005 to 07-03-2005 vide Secretary's order No. DA/Encash/PEM/2005-5 dated 28-01-2005					28-2-2005 तक सेवा सम्प्रतिपत्त Services verified upto 28-2-2005
		3 PM EL	5	27/05	31/05		Dy. Secretary

Manager
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	1	2	3	4	5	6
					Rs.	
	as Accountant on ad-hoc basis Promoted and transferred to Central Accounts Department w.e.f. 22-03-2005 vide Secy's Order No A101/2005/S Dated: 22-03-2005.					
	अचिव के आदेश सं. 110/1/2005/प्र विनोद 22-03-2005 के अनुसार 22-3-2005 से तदर्थ आचार पर लेखाकार के पद पर पुनोत्तरी किया गया और तदर्थ लेखा विभाग में स्थानान्तरित किया गया। Dy. Secretary 10/5					
	अचिव के आदेश सं. 110/1/05/प्र वि. 22/3/05 के अनुसार 22-3-05 से लेखाकार पद पर नियुक्ति Reported on duty as Accountant dt. 22 ³ /05 vide Secy's order. No. A101/05/1s					
	w.e.f. 22 ³ /05 dt. 22 ³ /05					
	लेखाकार Accountant Rs. 5000 - ISC - 5450 - 200 - 10850					
	स्थानापन 0689 22 ³ /05 Rs. 5650/- 30 ⁴ /05 AN					
	व उपर के आदेश सं. 110/1/05/प्र वि. 22/3/05 सं. Dy. C. A. II (Adm.) 10/5					

Manager
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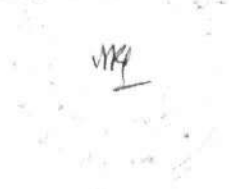
Signature of attesting officer	Details of the period of absence such as leave suspension etc.					Reference to any recorded punishment or censure or reward or praise of the officer
	Nature of absence	No. of days	Period		Initial of Head of office	
			From	To		
9	10	11	12	13	14	15
						<p>21-3-2005 तक सेवा हेतु Service heifed upto 21-3-2005</p> <p>उप सचिव Dy. Secretary 22/3/05</p>
	<p>दस्तावेज Transfer</p>					<p>30-4-05 से सेवा संचालित Service heifed upto 30/4/05</p> <p>उप सचिव Dy. C.A. 11/5/05</p>

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Dy. C.A.
11/5/05

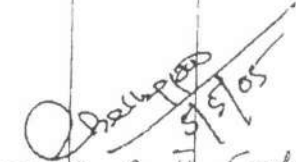
उप सचिव
Dy. C.A.
11/5/05

Manager
D Section



21/5/05

കൊച്ചി
COCHIN

Name of post and Scale of Pay	substantive or officiating	appointment if any	ment or appointment	Rs.	Signature of testing officer
1	2	3	4	5	6
<p>Sanction is accorded for the grant of an advance of Rs. 50,000/- (Rupees fifty thousand only) for the purchase of a new personal Computer and accessories, subject to the conditions stipulated in the G.F.R. and Cochin Port Employees (Conduct) Regulations 1964 as per F.A. S.E.A.O.S. Order No. CAD/Adm. AS/Comp. Adv./PGM/05 dt. 27.4.05</p> <p>The amount of advance is repayable in 100 equal monthly instalments of Rs. 500/- (Rupees five hundred only) and interest in equal monthly instalments as per rules.</p> <p>The repayment of the advance will commence from 5/05</p> <p style="text-align: right;">  Dy. C.A. II (Adm) 4/5 </p>					

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Manager
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कोच्चि-
COCHIN

6	7	9	अनुपस्थिति की अवधि का व्योम जैसे छुट्टी, निलम्बन आदि Details of the period of absence such as leave suspension etc				15
			अनुपस्थिति के स्वरूप Nature of absence	दिनों की संख्या No of days	अवधि Period	कार्यालय मुख्य के आइतरे Initial of Head of office	
				से	तक		
		10	11	12	13	14	15
<p>amt of amt sand only 7 and dated in duct) to. CAD/Adm.</p> <p>valide 4 real</p> <p>will</p>		<p>25-11-1996 से 5-2-1998 तक केवल गणतन्त्र सेवा में लैंग स्टॉक निरीक्षक के रूप में अलग से काम किया। डिस्ट्रिक्ट ऑफिसर ट्राइब्यूनल (नीच टकरा के भी पम्पटार रूप में) प्राप्त किया जाया।</p> <p>29-05-2003 से</p> <p>Received a sum of Rs. 3675/- (Rupees Three thousand six hundred and seventy five only) vide D.O.No 826787 dated 29-05-2003 from the District Animal Husbandry Officer, Ennakulam towards Pensionary Liability Pertaining to the Service rendered from the period 25-11-1996 to 5-2-1998 as Line Stock Inspector in the Kerala Govt. Service.</p>					
		<p>34 अतीव Secretary</p>					

Manager
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