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पत्तन प्रबंधन बोर्ड
PORT MANAGEMENT BOARD
अंडमान तथा निकोबार द्वीप समूह
ANDAMAN & NICOBAR ISLANDS

Sri Vijaya Puram, dated the 7th July, 2026.

08A

To,

The Member Secretary,
SOVTECH, DBRAIT,
Dolly Gunj.

Subject: Request for publication of draft Recruitment Rules notification inviting objections/suggestions from stakeholders - reg.

Sir/Madam,

I am directed to request you to kindly publish the enclosed Draft Notifications regarding the proposed Recruitment Rules (RRs) on the official website of the Andaman and Nicobar Administration.

The draft Recruitment Rules are proposed to be placed in the public domain for inviting objections and suggestions, if any, from all stakeholders. The objections/suggestions may be submitted within **30 (thirty) days** from the date of publication of the draft notification on the website.

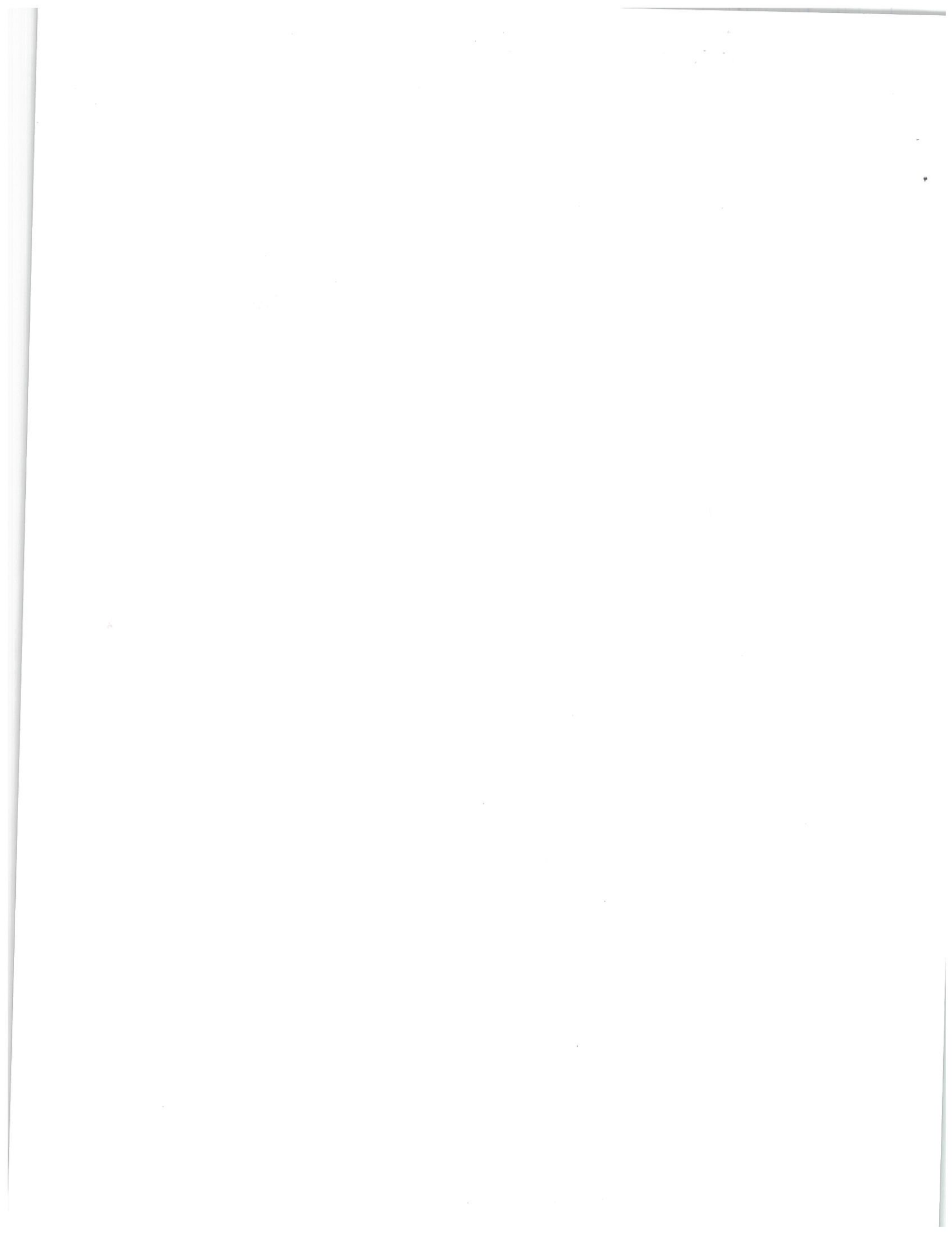
The objections/suggestions received within the stipulated period will be examined before finalization of the Recruitment Rules.

It is, therefore, requested that the enclosed Draft Notification may kindly be published on the official website of the Andaman and Nicobar Administration at the earliest.

Encl.: 06 Nos. Draft Notification.

Yours faithfully,

Digitally signed by
Harjinder Singh Pabla
Date: 07-07-2026
17:29:07
Assistant Director (Admn)
Port Management Board, SVP



अंडमान तथा निकोबार प्रशासन
ANDAMAN AND NICOBAR ADMINISTRATION

सचिवालय

SECRETARIAT

Sri Vijya Puram dated the July, 2026

NOTIFICATION

No. /F.No.42-710/2016-TR.- In exercise of the powers conferred by the proviso to Article 309 of the Constitution of India, read with Govt. of India, Ministry of Home Affairs, New Delhi Notification No. 14/3/60-ANL dated 11.04.1960 and in partial modification of this Administration's Notification No. 66/2012/F.No. 42-710/2012-TR dated 28.03.2012, the Lieutenant Governor (Administrator), Andaman and Nicobar Islands hereby proposes to makes the following rules regulating the method of recruitment to the post of **SUPERINTENDENT (WHARF), Group-B (Non Gazetted), Non-Ministerial** borne in the establishment of Port Management Board, A & N Administration, namely:

1. SHORT TITLE AND COMMENCEMENT

- i. These Rules may be called the Andaman and Nicobar Administration Superintendent (Wharf) in the Port Management Board Recruitment Rules 2026.
- ii. They shall come into force on the date of its publication in the Official Gazette.

2. NUMBER OF POSTS, CLASSIFICATION AND SCALE OF PAY

The number of posts, their classification and scale of pay attached thereto shall be as specified in paras 2 to 4 of the schedule annexed hereto.

3. METHOD OF RECRUITMENT, AGE LIMIT AND QUALIFICATIONS

The method of recruitment, age limit, qualifications and the other matters relating to the said post shall be specified in paras 5 to 14 of the said Schedule.

4. DISQUALIFICATION:

No Person

- a. Who entered into or contracted a marriage with a person having a spouse living.

OR

- b. Who, having a spouse living, has entered into or contracted a marriage with any person, shall be eligible for appointment to any of the said post.

Provided that the Central Government may, if satisfied that such marriage is permissible under the personal law applicable to such persons and other party to the marriage and there are other grounds for so doing exempt any person from operation of this rule-

5. POWERS TO RELAX:

Where the Lieutenant Governor (Administrator), Andaman and Nicobar Islands is of the opinion that it is necessary or expedient to do so, he may, by order and for reasons to be recorder in writing and in consultation with the Union Public Service Commission, relax any of the provision of these rules with respect to any class or category of persons.

6. SAVINGS:

Nothing in these rules shall effect reservations, relaxation of age limit and other concessions required to be provided for candidates belonging to the Scheduled Casters, Scheduled Tribes and other specified categories of persons in accordance with the orders issued by the Central Government from time to time in this regard.

(Admiral D.K.Joshi)
PVSM, AVSM, YSM, NM, VSM (Rtd)
Lieutenant Governor
Andaman & Nicobar Islands
By order and in the name of Lieutenant Governor

SCHEDULE

1.	Name of the Post	SUPERINTENDENT (WHARF)
2.	No. of Post(s)	18 (Eighteen)* 2026* *Subject to variation depend up on workload
3.	Classification	General Central Service Group 'B' (Non-Gazetted), Non-Ministerial
4.	Level in the Pay Matrix	Rs. Level-6 (₹35400-112400) in Pay Matrix
5.	Whether selection or non-selection posts	Selection
6.	Age limit for direct recruits	Not exceeding 30 years. (Relaxable for government servants upto 5 years in accordance with the

		instructions or order issued by the central government). NOTE: The crucial date for determining the age limit shall be the closing date for receipt of applications from candidates in india and the closing date prescribed for those in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Ladakh Division of J&K State, Lahual & Spiti District and Pangi Sub-Division, Andaman & Nicobar Islands or Laskhadweep.
7.	Educational & other qualifications required for the direct recruitment	Essential: 1. Bachelor Degree in any discipline from a recognized university 2. Should possess a certificate of atleast three months course in computer application Desirable: Three years experience in the field of cargo operation activities.
8	Whether age and educational qualifications prescribed for direct recruits will apply in case of promotees	Age & EQ : No
9	Period of probation, if any	02 (Two) years <i>Successful completion of the training of at least two weeks duration is a pre-requisite for completion of probation period.</i>
10	Method of recruitment whether by direct recruitment or by promotion or by deputation/absorption and percentage of the vacancies to be filled in by various methods.	100% by promotion failing which by direct recruitment
11	In case of recruitment by promotion/ deputation/ transfer, grade from which promotion/ deputation/ transfer to be made	PROMOTION: From amongst the Assistant shed Master working in the department in Level-5 (Rs. 29200-92300) in the pay matrix with six years regular service in the grade (OR) Combined service of eleven years in the grade of Assistant Shed Master and Tally Clerk out of which atleast three years' service shall be in the grade of Assistant Shed Master AND Should complete/undergone 2/3 weeks training in any one of the following programmes: (i) Port Planning and development (ii) Handling of Hazardous Cargo

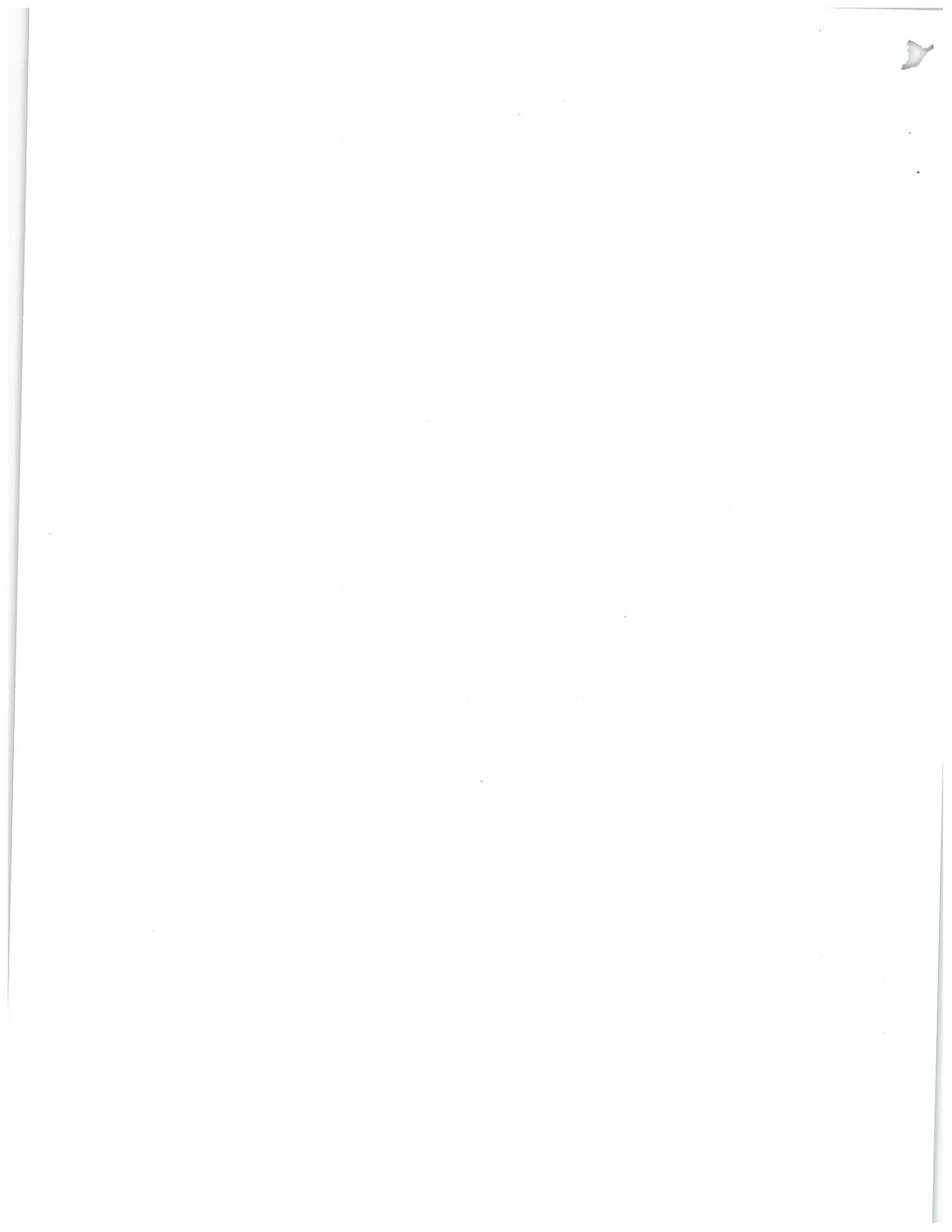
		(iii) Safety in Dock operation (iv) Port Management and Operations Group "B" DPC (for considering Promotion/Confirmation) consisting of :
12.	If a DPC exists, what is its composition	1. Secretary (Shipping) :Chairman 2. Chief Port Administrator, Port Management Board :Member 3. Harbour Master, PMB :Member 4. Deputy Director (SS), Dte. of Shipping Services :Member
13.	Circumstances in which UPSC is to be consulted in marking recruitment	Not Applicable
14.	Duties & responsibilities (Job description)	Enclosed Annexure-III

Annexure-III

JOB DESCRIPTION OF SUPERINTENDENT (WHARF)

1. He will be the overall in charge of the Wharf/Jetty/Section under his charge and will supervise the work of Assistant Shed Master, Tally Clerks, Labour Supervisor Grade I & II and the other staff/workers of Cargo/Stevedoring Wing.
2. He is responsible to Manager (Cargo Operation) and Manager (Stevedoring) for day-to-day activities being taken place at the various Wharves/Jetties under his charge.
3. He will supervise for the correct assessment of wharfage and other cargo related charges and ensure that charges are realized correctly.
4. He will utilize the service of staff/workers of Cargo Wing as per the requirement and will rotate the staff/workers as per actual requirement in Wharf/Jetty.
5. He will obtain prior approval of the competent authority for detailing any staff/workers of the Cargo Wing under his charge for performing overtime work after normal hours and on holidays as the case may be.
6. He will Check any unauthorized movements of persons/vehicles in the wharf and ensure strict compliance of provisions of entry to prohibited/restricted areas.
7. He will be responsible to supervise the entire cargo operation being taken place on the Wharf/Jetties under his charge.
8. He will be responsible for arrangement of safe embarkation/ disembarkation for the passenger vessels of SCI/DSS and also Cruise Liners.
9. He will be responsible for liaison with ALHW to ensure that the cargo handling equipments are provided to the users on time and are also functioning properly.

10. He will be responsible to arrange and provide adequate number of cargo handling gears i.e. Tarpaulins, Platforms, Cargo Handling Gears on board the vessels including container handling gears and its maintenance etc.
11. He will ensure that the wharves/Jetties are clean in all respect.
12. He will arrange facilities for all Agents/Consignees for quick delivery of cargo being brought in their Wharves/Jetties/Godown.
13. He will be ensure that the cargo stacked in Godown/Transit Shed/Bulk Yard is according to mark to effect quick delivery and to avoid inconvenience to Shippers/Agents /Consignees.
14. He will be responsible for the management of container yard and ensure safety in the container yard.
15. He should ensure that the documents and register related to cargo handling at wharf are maintained properly.
16. He will be responsible for submission of various cargo/passengers/vessel related statistics.
17. Any other Duties, as may be assigned to by his higher from time authorities to time.



अंडमान तथा निकोबार प्रशासन
ANDAMAN AND NICOBAR ADMINISTRATION

सचिवालय
SECRETARIAT

Sri Vijaya Puram dated the July, 2026

NOTIFICATION

No. /F.No.42-710/2016-TR.- In exercise of the powers conferred by the proviso to Article 309 of the Constitution of India, read with Govt. of India, Ministry of Home Affairs, New Delhi Notification No. 14/3/60-ANL dated 11.04.1960 and in supersession of Administration's Notification No. 69/2012/F.No. 42-710/2012-TR dated 28.03.2012, the Lieutenant Governor (Administrator), Andaman and Nicobar Islands hereby proposes to makes the following rules regulating the method of recruitment to the post of **ASSISTANT SHED MASTER, Group-C (Non Gazetted), Non-Ministerial** borne in the establishment of Port Management Board, A & N Administration, namely: -

1. **SHORT TITLE AND COMMENCEMENT**

- i. These Rules may be called the Andaman and Nicobar Administration (Assistant Shed Master in the Port Management Board) Recruitment Rules 2026.
- ii. They shall come into force on the date of its publication in the Official Gazette.

2. **NUMBER OF POSTS, CLASSIFICATION AND SCALE OF PAY**

The number of posts, their classification and scale of pay attached thereto shall be as specified in paras 2 to 4 of the schedule annexed hereto.

3. **METHOD OF RECRUITMENT, AGE LIMIT AND QUALIFICATIONS**

The method of recruitment, age limit, qualifications and the other matters relating to the said post shall be specified in paras 5 to 14 of the said Schedule.

4. **DISQUALIFICATION:**

No Person

- a. Who entered into or contracted a marriage with a person having a spouse living.

OR

- b. Who, having a spouse living, has entered into or contracted a

marriage with any person, shall be eligible for appointment to any of the said post.

Provided that the Central Government may, if satisfied that such marriage is permissible under the personal law applicable to such persons and other party to the marriage and there are other grounds for so doing exempt any person from operation of this rule-

5. POWERS TO RELAX:

Where the Lieutenant Governor (Administrator), Andaman and Nicobar Islands is of the opinion that it is necessary or expedient to do so, he may, by order and for reasons to be recorder in writing and in consultation with the Union Public Service Commission, relax any of the provision of these rules with respect to any class or category of persons.

6. SAVINGS:

Nothing in these rules shall affect reservations, relaxation of age limit and other concessions required to be provided for candidates belonging to the Scheduled Casters, Scheduled Tribes and other specified categories of persons in accordance with the orders issued by the Central Government from time to time in this regard.

(Admiral D.K.Joshi)
PVSM, AVSM, YSM, NM, VSM (Rtd.)
Lieutenant Governor
Andaman & Nicobar Islands

By order and in the name of Lieutenant Governor

SCHEDULE

1.	Name of the Post	ASSISTANT SHED MASTER
2.	No. of Post(s)	13 (Thirteen)* 2026* *Subject to variation depend up on workload
3.	Classification	General Central Service Group 'C' (Non-Gazetted), Non-Ministerial
4.	Level in the Pay Matrix	Level-5 (₹29200-92300) in Pay Matrix
5.	Whether selection or non-selection posts	Selection
6.	Age limit for direct recruits	18-33 years for Male 18-38 years for Female (The upper age limit is relaxable for departmental candidates upto 40 years in accordance with the instruction or orders issued by the Central Government)

		<p>NOTE: The crucial date for determining the age limit shall be the closing date for receipt of application from candidates in India and not the closing date prescribed for those in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Ladakh, Lahaul & Spiti District and Pangi Sub-division of Himachal Pradesh, Andaman and Nicobar Islands and Lakshadweep.</p>
7.	Educational & other qualifications required for the direct recruitment	<p>Essential:</p> <ol style="list-style-type: none"> 1. A Degree in any discipline or from a recognized university. 2. Should possess a certificate of at least three months course in computer application <p>Desirable: Three years' experience in the field of Cargo Operation activities.</p>
8	Whether age and educational qualifications prescribed for direct recruits will apply in case of promotees	No
9	Period of probation, if any	02 (Two) years for direct recruits <i>Successful completion of the training of at least two weeks duration is a pre-requisite for completion of probation period.</i>
10	Method of recruitment whether by direct recruitment or by promotion or by deputation/absorption and percentage of the vacancies to be filled in by various methods.	100% by promotion failing which by direct recruitment
11	In case of recruitment by promotion/ deputation/ transfer, grade from which promotion/ deputation/ transfer to be made	PROMOTION: From amongst the Tally Clerk working in the department in Level-4 (25500-81100) in the pay matrix having 05 years regular service in the respective grade possessing the educational qualification of at least Matriculation from a recognized Board/Institution.
12.	If a DPC exists, what is its composition	Group "C" DPC (for considering Promotion/Confirmation) consisting of : 1. Chief Port Administrator, :Chairman Port Management Board 2. Harbour Master, PMB :Member 3. Deputy Director (SS), :Member Dte. of Shipping Services
13.	Circumstances in which UPSC is to be consulted in marking recruitment	Not Applicable
14.	Duties &	Enclosed Annexure-III

responsibilities description)	(Job
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ANNEXURE IN SCHEDULE

JOB DESCRIPTION OF ASSISTANT SHED MASTER

1. Will be the shift In-charge in absence of Shed Master.
2. Will supervise the work of Tally Clerk/WBO/Head worker and other sub-ordinate worker.
3. Will be responsible for distribution of shore gang.
4. Will be responsible for allocation of duty to the Tally Clerks and Weigh Bridge Operators in the shift.
5. Will be responsible for signing the delivery gate pass in the absence of Shed Master
6. Will be responsible to survey the damaged cargo on board DSS/SCI vessels.
7. Should ensure that shifting of cargo is carried out mark-wise and should make entry in the cargo register in their respective shift.
8. Will be responsible for delivery of cargo to the consignee on production of import application along-with delivery order and should ensure that all cargo related charges are paid before delivery of cargo.
9. Maintenance of attendance in respect of Tally Clerk, WBO, Head Worker, Gate Keeper, Watchman, Mazdoors, Sweeper and sub-ordinate staff in the shift.
10. Will be responsible to maintain all records and register related to cargo related services in the shift.
11. Will be responsible for the management of container yard and should ensure safety in container yard.
12. Will be responsible for smooth and safe embarkation/disembarkation of passengers.
13. Will be responsible for maintaining the documents/registers for import and export of cargo
14. Will be responsible for correct assessment and realization of cargo related charges and its documentation.
15. Should ensure that documents and registers relating to Weighment of cargo is maintained properly by the Weigh Bridge Operator
16. Any other duties assigned by the Wharf Superintendent/Shed Master or his superior officers from time to time.

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ANDAMAN AND NICOBAR ADMINISTRATION

सचिवालय

SECRETARIAT

Sri Vijya Puram dated the July, 2026

NOTIFICATION

No. /F.No.42-716/2016-TR.- In exercise of the powers conferred by the proviso to Article 309 of the Constitution of India, read with Govt. of India, Ministry of Home Affairs, New Delhi Notification No. 14/3/60-ANL dated 11.04.1960 and in partial modification of this Administration's Notification No. 69/2012/F.No. 42-710/2012-TR dated 28.03.2012, the Lieutenant Governor (Administrator), Andaman and Nicobar Islands hereby proposes to makes the following rules regulating the method of recruitment to the post of **TALLY CLERK, Group-C (Non Gazetted), Non-Ministerial** borne in the establishment of Port Management Board, A & N Administration, namely: -

1. **SHORT TITLE AND COMMENCEMENT**

- i. These Rules may be called the Andaman and Nicobar Administration Tally Clerk in the Port Management Board Recruitment Rules 2026.
- ii. They shall come into force on the date of its publication in the Official Gazette.

2. **NUMBER OF POSTS, CLASSIFICATION AND SCALE OF PAY**

The number of posts, their classification and scale of pay attached thereto shall be as specified in paras 2 to 4 of the schedule annexed hereto.

3. **METHOD OF RECRUITMENT, AGE LIMIT AND QUALIFICATIONS**

The method of recruitment, age limit, qualifications and the other matters relating to the said post shall be specified in paras 5 to 14 of the said Schedule.

4. **DISQUALIFICATION:**

No Person

- a. Who entered into or contracted a marriage with a person having a spouse living.

OR

- b. Who, having a spouse living, has entered into or contracted a

marriage with any person, shall be eligible for appointment to any of the said post.

Provided that the Central Government may, if satisfied that such marriage is permissible under the personal law applicable to such persons and other party to the marriage and there are other grounds for so doing exempt any person from operation of this rule-

5. POWERS TO RELAX:

Where the Lieutenant Governor (Administrator), Andaman and Nicobar Islands is of the opinion that it is necessary or expedient to do so, he may, by order and for reasons to be recorder in writing and in consultation with the Union Public Service Commission, relax any of the provision of these rules with respect to any class or category of persons.

6. SAVINGS:

Nothing in these rules shall affect reservations, relaxation of age limit and other concessions required to be provided for candidates belonging to the Scheduled Casters, Scheduled Tribes and other specified categories of persons in accordance with the orders issued by the Central Government from time to time in this regard.

(Admiral D.K.Joshi)
PVSM, AVSM, YSM, NM, VSM (Rtd.)
Lieutenant Governor
Andaman & Nicobar Islands

By order and in the name of Lieutenant Governor

SCHEDULE

1.	Name of the Post	TALLY CLERK
2.	No. of Post(s)	49 (Forty Nine)* 2026* *Subject to variation depend up on workload
3.	Classification	General Central Service Group 'C' (Non-Gazetted), Non-Ministerial
4.	Level in the Pay Matrix	Level-4 (₹25500-81100) in Pay Matrix
5.	Whether selection or non-selection posts	Selection
6.	Age limit for direct recruits	18-33 years for Male 18-38 years for Female (The upper age limit is relaxable for departmental candidates upto 40 years in accordance with the instruction or orders issued by the Central Government) NOTE: The crucial date for determining the age

		limit shall be the closing date for receipt of application from candidates in India and not the closing date prescribed for those in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Ladakh, Lahaul & Spiti District and Pangi Sub-division of Himachal Pradesh, Andaman and Nicobar Islands and Lakshadweep.
7.	Educational & other qualifications required for the direct recruitment	Essential: 1. Must have passed Senior School Certificate Examination (12 th Std.) from a recognized Board/ Institute. 2. Should possess a certificate of at least three months course in computer application Desirable: Three years' experience in Cargo/Stevedoring Operations in any Indian Ports.
8	Whether age and educational qualifications prescribed for direct recruits will apply in case of promotees	No
9	Period of probation, if any	02 (Two) years for direct recruits <i>"Successful completion of the training of at least two weeks duration is a pre-requisite for completion of probation period"</i>
10	Method of recruitment whether by direct recruitment or by promotion or by deputation/absorption and percentage of the vacancies to be filled in by various methods.	10% by promotion failing which by direct recruitment. 90% by direct recruitment
11	In case of recruitment by promotion/ deputation/ transfer, grade from which promotion/ deputation/ transfer to be made	PROMOTION: From amongst the Weigh Bridge Operators working in the department in Pay Matrix Level-2 (19900-63200) with 08 years regular service in the grade possessing the educational qualification of at least Matriculation from a recognized Board/Institution.
12.	If a DPC exists, what is its composition	Group "C" DPC (for considering Promotion/Confirmation) consisting of : 1. Chief Port Administrator, :Chairman Port Management Board 2. Harbour Master, PMB :Member 3. Deputy Director (SS), :Member Dte. of Shipping Services
13.	Circumstances in which UPSC is to be consulted in marking recruitment	Not Applicable

14.	Duties responsibilities (Job description)	&	Enclosed Annexure-III
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ANNEXURE-III

JOB DESCRIPTION OF TALLY CLERK

1. He /she shall be responsible for tallying of import/export cargo loaded/unloaded in/from the ship and is responsible for preparation of hatch-wise Tally Sheet.
2. He/she will also be responsible for stuffing/de-stuffing of cargo in containers in the Port area and preparation of Tally Sheet.
3. He / She shall keep proper accounting/tally of cargo, which is being shifted from landing point to the Stacking Point/Godowns/Transit Sheds.
4. He / She is responsible for correct tally of packages during delivery and preparation of gate pass on the basis of tally and maintenance of cargo delivery register and should ensure that charges have been paid before delivery.
5. In absence of Shed Master/Assistant Shed Master He / She will sign delivery gate pass.
6. He/ She is responsible for preparation of Mates Receipt/Cargo Manifest for export cargo, Daily Morning Report, etc. for SCI and DSS vessel on the cargo handled every day in the Port.
7. He/ She is responsible for on board Survey and preparation of survey certificate for the damaged/broken cargo and also LoB certificates for SCI/DSS vessels.
8. He / She is responsible for preparation of daily/monthly report for the cargo/passenger handled vessel wise and Port wise.
9. He/ She is also responsible for maintenance of documents/ registers related to import/export of cargo.
10. He/ She is responsible for safe and smooth embarkation/disembarkation of passengers.
11. He/ She is responsible for correct assessment and realization of cargo related charges and its documentation.
12. Any other duties assigned by the Wharf Superintendent/Shed Master/ASM or his superior officers from time to time.

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ANDAMAN AND NICOBAR ADMINISTRATION

सचिवालय
SECRETARIAT

Sri Vijya Puram dated the July, 2026

NOTIFICATION

No. /F.No.42-716/2016-TR.- In exercise of the powers conferred by the proviso to Article 309 of the Constitution of India, read with Govt. of India, Ministry of Home Affairs, New Delhi Notification No. 14/3/60-ANL dated 11.04.1960 and in partial modification of this Administration's Notification No. 102/2013/F.No. 42-716/2012-TR dated 17.05.2013, the Lieutenant Governor (Administrator), Andaman and Nicobar Islands hereby proposes to makes the following rules regulating the method of recruitment to the post of **STORE KEEPER, Group-C (Non Gazetted), Non-Ministerial** borne in the establishment of Port Management Board, A & N Administration, namely: -

1. SHORT TITLE AND COMMENCEMENT

- i. These Rules may be called the Andaman and Nicobar Administration Store Keeper in the Port Management Board Recruitment Rules 2026.
- ii. They shall come into force on the date of its publication in the Official Gazette.

2. NUMBER OF POSTS, CLASSIFICATION AND SCALE OF PAY

The number of posts, their classification and scale of pay attached thereto shall be as specified in paras 2 to 4 of the schedule annexed hereto.

3. METHOD OF RECRUITMENT, AGE LIMIT AND QUALIFICATIONS

The method of recruitment, age limit, qualifications and the other matters relating to the said post shall be specified in paras 5 to 14 of the said Schedule.

4. DISQUALIFICATION:

No Person

- a. Who entered into or contracted a marriage with a person having a spouse living.

OR

- b. Who, having a spouse living, has entered into or contracted a

marriage with any person, shall be eligible for appointment to any of the said post.

Provided that the Central Government may, if satisfied that such marriage is permissible under the personal law applicable to such persons and other party to the marriage and there are other grounds for so doing exempt any person from operation of this rule-

5. POWERS TO RELAX:

Where the Lieutenant Governor (Administrator), Andaman and Nicobar Islands is of the opinion that it is necessary or expedient to do so, he may, by order and for reasons to be recorder in writing and in consultation with the Union Public Service Commission, relax any of the provision of these rules with respect to any class or category of persons.

6. SAVINGS:

Nothing in these rules shall affect reservations, relaxation of age limit and other concessions required to be provided for candidates belonging to the Scheduled Casters, Scheduled Tribes and other specified categories of persons in accordance with the orders issued by the Central Government from time to time in this regard.

(Admiral D.K.Joshi)
PVSM, AVSM, YSM, NM, VSM (Rtd.)
Lieutenant Governor
Andaman & Nicobar Islands
By order and in the name of Lieutenant Governor

SCHEDULE

1.	Name of the Post	STORE KEEPER
2.	No. of Post(s)	02 (Two)* 2026* *Subject to variation depend up on workload
3.	Classification	General Central Service Group 'C' (Non-Gazetted), Non-Ministerial
4.	Level in the Pay Matrix	Level-4 (₹25500-81100) in Pay Matrix
5.	Whether selection or non-selection posts	Selection
6.	Age limit for direct recruits	18-33 years for Male 18-38 years for Female (The upper age limit is relaxable for departmental candidates upto 40 years in accordance with the instruction or orders issued by the Central Government)

		<p>NOTE: The crucial date for determining the age limit shall be the closing date for receipt of application from candidates in India and not the closing date prescribed for those in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Ladakh, Lahaul & Spiti District and Pangi Sub-division of Himachal Pradesh, Andaman and Nicobar Islands and Lakshadweep.</p>
7.	Educational & other qualifications required for the direct recruitment	<p>Essential: Degree from a recognized University or its equivalent. Desirable: Three years' experience in procurement of stores and maintenance of its accounts.</p>
8	Whether age and educational qualifications prescribed for direct recruits will apply in case of promotees	Not applicable.
9	Period of probation, if any	02 (Two) years for direct recruits <i>Successful completion of the training of at least two weeks duration is a pre-requisite for completion of probation period.</i>
10	Method of recruitment whether by direct recruitment or by promotion or by deputation/absorption and percentage of the vacancies to be filled in by various methods.	Deputation failing which by direct recruitment.
11	In case of recruitment by promotion/ deputation/ transfer, grade from which promotion/ deputation/ transfer to be made	<p>Deputation: Officers under Central/ State/ UTs Govt: (a)(i) Holding analogous post on regular basis in the parent cadre/ department; OR (ii) With 08 years' service in the grade rendered after appointment thereto on a regular basis in Pay Matrix Level-2(19900-63200). AND (b) Possessing the following educational qualification and experience. (i) Passed Senior Secondary School certificate Examination (XIIth) from a recognized Board/ Institution with Diploma Certificate course in Computer Application. (ii) 03 years' experience in handling/</p>

		<p>maintenance of Store.</p> <p>Note: For purposes of appointment on deputation/ absorption basis, the service rendered on a regular basis by an officer prior to 1.1.2006/the date from which the revised pay structure based on the 6th CPC recommendations has been extended, shall be deemed to be service rendered in the corresponding grade pay/pay scale extended based on the recommendations of the Commission except where there has been merger of more than one pre-revised scale of pay into one grade with a common grade pay/pay scale, and where this benefit will extend only for the post(s) for which that grade pay/pay scale is the normal replacement grade without any up-gradation." (Period of deputation including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organization/ department of the Central Government shall ordinarily not to exceed 03 years. The maximum age limit for appointment by deputation shall not be exceeding 56 years as on the closing date of receipt of applications).</p>
12.	If a DPC exists, what is its composition	<p>Group "C" DPC (for considering Promotion/Confirmation) consisting of :</p> <p>1. Chief Port Administrator, :Chairman Port Management Board</p> <p>2. Director (LH & LS) :Member</p> <p>3. Harbour Master, PMB :Member</p>
13.	Circumstances in which UPSC is to be consulted in marking recruitment	Not Applicable
14.	Duties & responsibilities (Job description)	Enclosed Annexure-III

ANNEXURE TO SCHEDULE

JOB DESCRIPTION OF STORE KEEPER

1. To post the Stores received in the Stock Register
2. To ensure correct positioning of all materials and supplies in the Store.
3. To maintain stocks safely and in good condition by taking all precautions to ensure that they do not suffer from damage, pilferage, theft etc.
4. To issue Stores on receipt of proper indents/requisitions from duly authorized officials.
5. To check the balance with the physical quantities in the Stock Register.
6. To prevent entry or unauthorized persons in the Store.
7. To ensure prompt issue of Stores against indents/requisitions.
8. To plan optimum utilization of space (i.e. length, width and height) available in the Store for stacking stores.
9. To ensure that the Stores requisitioned are located easily.
10. Any other duties, as may be assigned from time to time by his/her superiors.



अंडमान तथा निकोबार प्रशासन
ANDAMAN AND NICOBAR ADMINISTRATION

सचिवालय

SECRETARIAT

Sri Vijaya Puram dated the July, 2026

NOTIFICATION

No. /F.No.42-710/2016-TR.- In exercise of the powers conferred by the proviso to Article 309 of the Constitution of India, read with Govt. of India, Ministry of Home Affairs, New Delhi Notification No. 14/3/60-ANL dated 11.04.1960 and in partial modification of this Administration's Notification No. 227/2012/F.No. 42-710/2012-TR dated 17.10.2012, the Lieutenant Governor (Administrator), Andaman and Nicobar Islands hereby proposes to make the following rules regulating the method of recruitment to the post of **GATE KEEPER, Group-C (Non Gazetted), Non-Ministerial** borne in the establishment of Port Management Board, A & N Administration, namely: -

1. SHORT TITLE AND COMMENCEMENT

- i. These Rules may be called the Andaman and Nicobar Administration (Gate Keeper in the Port Management Board) Recruitment Rules 2026.
- ii. They shall come into force on the date of its publication in the Official Gazette.

2. NUMBER OF POSTS, CLASSIFICATION AND SCALE OF PAY

The number of posts, their classification and scale of pay attached thereto shall be as specified in paras 2 to 4 of the schedule annexed hereto.

3. METHOD OF RECRUITMENT, AGE LIMIT AND QUALIFICATIONS

The method of recruitment, age limit, qualifications and the other matters relating to the said post shall be specified in paras 5 to 14 of the said Schedule.

4. DISQUALIFICATION:

No Person

- a. Who entered into or contracted a marriage with a person having a spouse living.

OR

- b. Who, having a spouse living, has entered into or contracted a

marriage with any person, shall be eligible for appointment to any of the said post.

Provided that the Central Government may, if satisfied that such marriage is permissible under the personal law applicable to such persons and other party to the marriage and there are other grounds for so doing exempt any person from operation of this rule-

5. POWERS TO RELAX:

Where the Lieutenant Governor (Administrator), Andaman and Nicobar Islands is of the opinion that it is necessary or expedient to do so, he may, by order and for reasons to be recorder in writing and in consultation with the Union Public Service Commission, relax any of the provision of these rules with respect to any class or category of persons.

6. SAVINGS:

Nothing in these rules shall affect reservations, relaxation of age limit and other concessions required to be provided for candidates belonging to the Scheduled Casters, Scheduled Tribes and other specified categories of persons in accordance with the orders issued by the Central Government from time to time in this regard.

(Admiral D.K.Joshi)
PVSM, AVSM, YSM, NM, VSM (Rtd)
Lieutenant Governor
Andaman & Nicobar Islands
By order and in the name of Lieutenant Governor

SCHEDULE

1.	Name of the Post	GATE KEEPER
2.	No. of Post(s)	24 (Twenty Four)* 2026* *Subject to variation depend up on workload
3.	Classification	General Central Service Group 'C' (Non-Gazetted), Non-Ministerial
4.	Level in the Pay Matrix	Level-1 (₹18000-56900) in Pay Matrix
5.	Whether selection or non-selection posts	Selection
6.	Age limit for direct recruits	18-33 years for Male 18-38 years for Female (The upper age limit is relaxable for departmental candidates upto 40 years in accordance with the instruction or orders issued by the Central Government)

		NOTE: The crucial date for determining the age limit shall be the closing date for receipt of application from candidates in India and not the closing date prescribed for those in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Ladakh, Lahaul & Spiti District and Pangi Sub-division of Himachal Pradesh, Andaman and Nicobar Islands and Lakshadweep.
7.	Educational & other qualifications required for the direct recruitment	Essential: <ul style="list-style-type: none"> i. Must have passed Secondary School Examination (10th Std.) from a recognized Board/ Institute. ii. Should possess good physique. iii. Should qualify in Trade Test.
8	Whether age and educational qualifications prescribed for direct recruits will apply in case of promotees	Not applicable.
9	Period of probation, if any	02 (Two) years <i>Successful completion of the training of at least two weeks duration is a pre-requisite for completion of probation period.</i>
10	Method of recruitment whether by direct recruitment or by promotion or by deputation/absorption and percentage of the vacancies to be filled in by various methods.	100% by direct recruitment
11	In case of recruitment by promotion/ deputation/ transfer, grade from which promotion/ deputation/ transfer to be made	Not applicable
12.	If a DPC exists, what is its composition	Group "C" DPC (for considering Promotion/Confirmation) consisting of : 1. Chief Port Administrator, :Chairman Port Management Board 2. Harbour Master, PMB :Member 3. Assistant Labour :Member

13.	Circumstances in which UPSC is to be consulted in marking recruitment	Commissioner Not Applicable
14.	Duties & responsibilities (Job description)	Enclosed Annexure-III

ANNEXURE TO SCHEDULE

JOB DESCRIPTION OF GATE KEEPER

1. Should keep continuous watch on the gate and guard the gates as well as the office building, godowns and ports property.
2. Check all the incoming and outgoing vehicles, two wheelers and enter the time of entry and exit of the vehicles in the register maintained at the gate. He should also obtain the signature of the driver in the appropriate column.
3. Should check all persons entering the Wharf.
4. Should not allow entry to the Port without entry pass.
5. Check the pass of all vehicles and persons.
6. Should not allow any package/ items outside the wharf without written authority of Shed Master/ Assistant Shed Master or the written permission from higher officers of the Port.
7. Should report immediately of any theft, pilferage or unauthorized entry to the higher authorities.
8. Check all the vehicles properly before allowing it to enter and also at the time of exit.
9. Should immediately report any suspicious movement of persons/ vehicles in the Wharf area to the Shed Master/ Assistant Shed Master or to his superior officers.
10. Before allowing vehicle carrying cargo out of the gate, should ensure gate pass has been issued to the vehicle carrying load.
11. Should not allow any item to be taken out of the cargo shed without proper gate pass issued by the Shed Master/ Assistant Shed Master.
12. Watch the movements of shed mazdoors and report any attempt at pilferage/ theft.
13. He must remain on duty till relieved.
14. He should be courteous and polite to the public and alert in his duties & officials.
15. He must attend to any other works, which may be assigned to him by higher authority.

अंडमान तथा निकोबार प्रशासन
ANDAMAN AND NICOBAR ADMINISTRATION

सचिवालय

SECRETARIAT

Sri Vijya Puram dated the July, 2026

NOTIFICATION

No. /F.No.42-716/2016-TR.- In exercise of the powers conferred by the proviso to Article 309 of the Constitution of India, read with Govt. of India, Ministry of Home Affairs, New Delhi Notification No. 14/3/60-ANL dated 11.04.1960 and in partial modification of this Administration's Notification No. 69/2012/F.No. 42-710/2012-TR dated 28.03.2012, the Lieutenant Governor (Administrator), Andaman and Nicobar Islands hereby proposes to makes the following rules regulating the method of recruitment to the post of **WEIGH BRIDGE OPERATOR, Group-C (Non Gazetted), Non-Ministerial** borne in the establishment of Port Management Board, A & N Administration, namely:

1. SHORT TITLE AND COMMENCEMENT

- i. These Rules may be called the Andaman and Nicobar Administration Weigh Bridge Operator in the Port Management Board Recruitment Rules 2026.
- ii. They shall come into force on the date of its publication in the Official Gazette.

2. NUMBER OF POSTS, CLASSIFICATION AND SCALE OF PAY

The number of posts, their classification and scale of pay attached thereto shall be as specified in paras 2 to 4 of the schedule annexed hereto.

3. METHOD OF RECRUITMENT, AGE LIMIT AND QUALIFICATIONS

The method of recruitment, age limit, qualifications and the other matters relating to the said post shall be specified in paras 5 to 14 of the said Schedule.

4. DISQUALIFICATION:

No Person

- a. Who entered into or contracted a marriage with a person having a spouse living.

OR

- b. Who, having a spouse living, has entered into or contracted a marriage with any person, shall be eligible for appointment to any of the said post.

Provided that the Central Government may, if satisfied that such marriage is permissible under the personal law applicable to such persons and other party to the marriage and there are other grounds for so doing exempt any person from operation of this rule-

5. POWERS TO RELAX:

Where the Lieutenant Governor (Administrator), Andaman and Nicobar Islands is of the opinion that it is necessary or expedient to do so, he may, by order and for reasons to be recorder in writing and in consultation with the Union Public Service Commission, relax any of the provision of these rules with respect to any class or category of persons.

6. SAVINGS:

Nothing in these rules shall affect reservations, relaxation of age limit and other concessions required to be provided for candidates belonging to the Scheduled Casters, Scheduled Tribes and other specified categories of persons in accordance with the orders issued by the Central Government from time to time in this regard.

(Admiral D.K.Joshi)
PVSM, AVSM, YSM, NM, VSM (Rtd.)
Lieutenant Governor
Andaman & Nicobar Islands
By order and in the name of Lieutenant Governor

SCHEDULE

1.	Name of the Post	WEIGH BRIDGE OPERATOR
2.	No. of Post(s)	04 (Four)* 2026* *Subject to variation depend up on workload
3.	Classification	General Central Service Group 'C' (Non-Gazetted), Non-Ministerial
4.	Level in the Pay Matrix	Level-2 (₹19900-63200) in Pay Matrix
5.	Whether selection or non-selection posts	Selection
6.	Age limit for direct recruits	18-33 years for Male 18-38 years for Female (The upper age limit is relaxable for departmental candidates upto 40 years in accordance with the instruction or

		orders issued by the Central Government) NOTE: The crucial date for determining the age limit shall be the closing date for receipt of application from candidates in India and not the closing date prescribed for those in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Ladakh, Lahaul & Spiti District and Pangi Sub-division of Himachal Pradesh, Andaman and Nicobar Islands and Lakshadweep.
7.	Educational & other qualifications required for the direct recruitment	Essential: Must have passed Senior School Certificate Examination (12 th Std.) from a recognized Board/ Institute. Desirable: Two years' experience in the Trade.
8	Whether age and educational qualifications prescribed for direct recruits will apply in case of promotees	Age: No EQ: No
9	Period of probation, if any	02 (Two) years for direct recruits <i>Successful completion of the training of at least two weeks duration is a pre-requisite for completion of probation period.</i>
10	Method of recruitment whether by direct recruitment or by promotion or by deputation/absorption and percentage of the vacancies to be filled in by various methods.	100% by promotion failing which by direct recruitment.
11	In case of recruitment by promotion/ deputation/ transfer, grade from which promotion/ deputation/ transfer to be made	PROMOTION: From amongst the Headworkers of Shipping Godown and Gate Keeper/ Watchman in the Pay Matrix Level-1 (18000-56900) in with 03 years regular service in the grade and possessing the educational qualification of Matriculation from a recognized Board/Institution. Note: A combined seniority list of Head Worker/ Gate Keeper/ Watchman shall be prepared.
12.	If a DPC exists, what is its composition	Group "C" DPC (for considering Promotion/Confirmation) consisting of : 1.Chief Port Administrator, .:Chairman Port Management Board

		2. Harbour Master, PMB :Member 3. Deputy Director (SS), Dte. of Shipping Services :Member
13.	Circumstances in which UPSC is to be consulted in marking recruitment	Not Applicable
14.	Duties & responsibilities (Job description)	Enclosed Annexure-III

ANNEXURE TO SCHEDULE
JOB DESCRIPTION OF WEIGH BRIDGE OPERATOR

1. He is responsible for weighment of cargo and maintenance of documents and registers.
2. The weigh bridge operator shall ensure proper maintenance of weigh bridge and shall report to his superior officers through tally clerk/ASM/SM/WS in case of any defect in the weigh bridge
3. He should ensure that the weigh bridge and the office is kept clean and tidy.
4. He should ensure that the weighbridge is calibrated /verified for carrying out the weighment.
5. Any other duty assigned by the Assistant Shed Master/Shed Master/Wharf Superintendent or His superior Officers from time to time.