



महापत्तन न्यायनिर्णायक बोर्ड
Adjudicatory Board for Major Ports
पत्तन, पोत परिवहन और जलमार्ग मंत्रालय, भारत सरकार
Ministry of Ports, Shipping and Waterways, Government of India



File No. : A-12034/2/2026-Admin [E380555] 894

Date : 25.06.2026

OFFICE CIRCULAR

Subject : Engagement of retired Officers from High Courts/District Courts/Tribunals/Central Government/State Government/Autonomous Body /Statutory Authority/Public Sector Undertaking as Consultant (IT), Consultant (Registry) and Consultant (Sr.PPS/PPS/PS) in the Adjudicatory Board for Major Ports (ABMP) on contract basis – reg.

The Adjudicatory Board for Major Ports (ABMP), constituted by the Ministry of Ports, Shipping and Waterways, Government of India under the Major Port Authorities Act, 2021 as a quasi-judicial body is entrusted with functions as per Section 58(1) of the said Act in respect of Major Ports across the country. In order to strengthen its functional capacity and ensure efficient discharge of its quasi-judicial, administrative and technical responsibilities, the Board proposes to engage experienced and competent retired officers as Consultants on contract basis.

2. Accordingly, applications are invited for engagement as Consultant (Information Technology), Consultant (Registry) and Consultants (Sr. PPS/PPS/PS) from willing and eligible retired personnel possessing relevant experience in the High Courts/District Courts/Tribunals/Central Government/State Government/ Autonomous Body/ Statutory Authority/Public Sector Undertaking.
3. The detailed Terms and Conditions governing the engagement, including eligibility criteria, experience requirements, tenure (initially one year extendable up to three years or 65 years of age), remuneration (Last Pay Drawn minus Basic Pension), duties and responsibilities, working hours, selection procedure, confidentiality provisions and other conditions, are contained in the enclosed **Annexure-I**.
4. The last date for submission of applications will be **30 (Thirty) days** from the date of publication of the vacancy in the **Employment News**. Applications received after the due date or found incomplete shall not be considered.
5. Applications shall be submitted online through the official website of ABMP <<https://abmp.in/>> along with requisite documents including PPO & Last Pay Certificate and proof of experience. Applications received through any other mode shall not be entertained.

This issues with the approval of the Competent Authority.

Randhir
25/06/2026
(Randhir Kumar)
Administrative Officer

Encl.: As above

Terms & Conditions

Subject: Engagement of Retired officers from the High Courts/District Courts/Tribunals/Central Government/State Government/Autonomous Body /Statutory Authority/Public Sector Undertaking as Consultants (IT), Consultant (Registry Section) and Consultant (Sr.PPS/PPS/PS) on Contract Basis in the Adjudicatory Board for Major Ports (ABMP) – reg.

The Adjudicatory Board for Major Ports (ABMP), a quasi-judicial body constituted by the Ministry of Ports, Shipping and Waterways, Government of India under the provisions of the Major Port Authorities Act, 2021, invites applications from suitably qualified, experienced, and competent retired officers/officials for engagement on a contractual basis to assist the Board in the effective discharge of its quasi-judicial, administrative, technical, and allied functions.

2. Accordingly, applications are invited from eligible retired officers/officials of the High Courts, District Courts, Tribunals, Central Government, State Governments, Autonomous Bodies, Statutory Authorities, and Public Sector Undertakings, who possess the requisite qualifications, experience, and expertise for the positions specified below.

Sr. No.	Name of Contractual Position	No. of Position	Place	Consolidated Remuneration
1.	Consultant (Registry)	1	Mumbai	Last Pay minus Pension (as per DoE OM dated 09.12.2020)
2.	Consultant (IT)	1	Mumbai	
3.	Consultant (Sr. PPS/PPS/ PS)	3	Mumbai	

3. **Eligibility and Pay Level Criteria for the consultant shall be –**

(i) The Applicant must be a citizen of India and should have retired from service from a High Courts/District Courts/Tribunals/Central Government/State Government/Autonomous Body/Statutory Authority/Public Sector Undertaking.

(ii) The **Applicant for the position of consultant (Registry) and (IT)** should have held, at the time of retirement, a post in Pay Matrix Level-10, Level-11 or Level-12 of the 7th CPC or an equivalent level under the IDA pay structure in Public Sector Undertakings/Statutory Bodies and for the position of **Consultant (Sr. PPS/PPS/ PS)** should have held, at the time of retirement, a post in Pay Matrix in the Level-08 to Level-11 of the 7th CPC or an equivalent level under the IDA pay structure.

(iii) In the case of applicants from PSUs or organizations following the IDA pattern, equivalence of pay scales shall be determined with reference to corresponding Government of India norms, and the decision of ABMP in this regard shall be final and binding.

(iv) The **consultant** must possess a clean service record, impeccable integrity and professional competence, and should not have been subjected to any disciplinary or vigilance proceedings at the time of retirement.

(v) The **consultant** should not be more than 64 years of age as on the closing date of receipt of applications. Under no circumstances shall engagement extend beyond the age of 65 years.

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4. **Educational Qualification -**

The applicant should possess educational qualification and minimum experience as prescribed hereunder for each position and shall be required to possess working proficiency in computer applications, including MS Office, e-Office and other Government digital platforms.

(i) **Consultant (IT) -**

a) M.Tech / Masters Degree in Computer Science/ Computer Application/ Information Technology or M.Sc in Computer Science / Information Technology or B.E./ B.Tech in Computer Science / Information Technology from a recognized University / Institute;

b) Possess a minimum of 10 years of experience in Information Technology systems, including e-Governance platforms, digital case management systems, e-Office implementation, cyber security frameworks and data management, preferably in High Courts, District Courts, Tribunals, quasi-judicial bodies or Government.

(ii) **Consultant (Registry) -**

a) Candidate should be a Degree in Law (including an Integrated Degree Course in Law under 10+2+3+3 or 10+2+5 pattern) with a minimum aggregate of 50% marks from any School/College/University/Institute established by law in India and recognized by the Bar Council of India for admission as Advocate or Attorney of an Indian Court;

b) Possess a minimum of 10 years of experience in registry functions of High Courts, District Courts, Tribunals or quasi-judicial bodies and having performed duties analogous to those discharged in judicial registries, including scrutiny of application, diarisation, registration of cases, preparation of cause lists, maintenance and custody of records, issuance of notices/orders and ensuring procedural compliance in quasi-judicial proceedings.

(iii) **Consultant (Sr. PPS/PPS/PS) -**

a) The Consultant (Sr. PPS/PPS/PS) shall possess high proficiency in stenography (minimum speed of 100 words per minute) and excellent noting and drafting skills, and substantial experience in handling confidential assignments, coordination, scheduling and management of personal establishments of senior officers.

b) The Consultant should possess experience of having worked with Senior Officers in the High Courts, District Courts, Tribunals, Central Government, State Governments, Autonomous Bodies, Statutory Authorities, or Public Sector Undertakings, with a minimum of **15 years experience** for engagement as **Sr. PPS** and a minimum of **10 years experience** for engagement as **PPS/PS**.

5. **Tenure of Engagement -**

(i) The engagement of Consultants shall be purely on contract basis, initially for a period of one year from the date of engagement.

(ii) The engagement may be extended on a year-to-year basis, subject to satisfactory performance, functional requirement and medical fitness, up to a maximum period of three years or until the Consultant attains the age of 65 years, whichever is earlier.

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6. **Remuneration -**

(i) The remuneration payable to the Consultants shall be regulated in accordance with the Department of Expenditure OM No. 3-25/2020-E.III A dated 09.12.2020, as amended from time to time.

(ii) The consolidated monthly remuneration shall be determined by deducting the basic pension from the last basic pay drawn at the time of retirement, i.e., **Remuneration = Last Pay Drawn – Basic Pension.**

(iii) No increment or additional financial benefit shall accrue during the tenure of engagement.

7. **Transport Allowance -**

An appropriate and fixed amount as Transport Allowance for the purpose of commuting between the residence and the place of work shall be allowed not exceeding the rate applicable to the appointee at the time of retirement. The amount so fixed shall remain unchanged during the term of appointment. However, retired employees engaged as consultants may be allowed TA/DA on official tour, if any, as per their entitlement at the time of retirement.

8. **Allowances, Leave and Taxation -**

(i) No Travelling Allowance/Dearness Allowance shall be admissible for joining the assignment or on completion of tenure.

(ii) Consultants shall be entitled to leave at the rate of 1.5 days per completed month of service. Accumulation of leave beyond a calendar year shall not ordinarily be permitted.

(iii) Income tax or any other applicable tax shall be deducted at source as per prevailing rules.

9. **Duties and Responsibilities -**

i) The Consultants shall discharge such duties and responsibilities as may be assigned by the Competent Authority from time to time.

(ii) Consultant (IT) shall assist in maintenance and management of IT systems, e-filing, e-Office, cyber security measures and digital governance initiatives, website related work and work as assigned by the concerned officer.

(iii) Consultant (Registry Section) shall mainly assist in case management, maintenance of records, listing of matters, documentation, registry-related functions, and work as assigned by the concerned officer.

(iv) Consultant (Sr PPS/PPS/PS) shall be responsible for stenographic work, transcription, scheduling appointments, managing correspondence, maintaining files, coordinating meetings, assisting senior officers in day-to-day functioning and work as assigned by the concerned officer.

(v) The Consultants may also be entrusted with any other work of administrative, technical or quasi-judicial nature as deemed appropriate.

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10. **Working Hours -**

(i) The Consultants shall observe normal office timings of the Government of India, i.e., 09:30 AM to 06:00 PM, including lunch break, and shall mark their attendance through the Biometric Attendance System.

(ii) They may be required to work beyond office hours or on holidays depending upon exigencies of work, for which no additional remuneration shall be admissible.

11. **Confidentiality and Conflict of Interest -**

(i) The Consultants shall maintain absolute confidentiality in respect of all matters dealt with during the course of their engagement.

(ii) They shall not disclose any information, documents or data to any unauthorized person or use the same for personal gain.

(iii) The Consultant shall not undertake any assignment which may conflict with the interest of ABMP and shall not engage in any other employment during the period of engagement.

12. **Termination of Engagement -**

(i) The engagement may be terminated by either side with a notice period of one month or payment of one month's remuneration in lieu thereof.

(ii) Notwithstanding the above, the engagement shall be liable to termination without notice in case of misconduct, breach of confidentiality or unsatisfactory performance.

(iii) The Competent Authority reserves the right to curtail the tenure of engagement in public interest at any time without assigning reasons.

13. **Selection Procedure -**

(i) Applications shall be made in the specified format which can be downloaded from the ABMP (<https://abmp.gov.in>) website and it should be accompanied with the copies of documents, as enumerated therein.

(ii) The ABMP reserves the right to cancel, alter or modify the vacancy circular or other terms and conditions of the advertisement without any prior notice.

(iii) All other matters which are not specifically provided in the said vacancy circular shall be decided by the Authority.

(iv) Eligible Candidates may be asked to appear for viva voce at their own expenses on the date, time and venue to be intimated to them.

(v) The selection process shall be conducted by the Selection Committee of Members nominated by the Hon'ble Presiding Officer or any other Member authorised in his behalf. The list of selected candidates shall be subject to the approval of the Hon'ble Presiding Officer.

(vi) The Competent Authority reserves the right to relax any of the conditions in deserving cases, in public interest.

Randhir

14. **Waiting list panel -**

(i) The ABMP will prepare and maintain separate waiting list panel for the consultant for the ABMP and the said panel will be of such number of candidates, as the ABMP may deem necessary.

(ii) The candidates in the Waiting list panel may be engaged as and when required, and shall be given a contract of assignment.

15. **General Conditions :**

(i) The engagement shall be purely contractual in nature and shall not confer any right for regular appointment or continuation in service.

(ii) Incomplete applications or applications received after the due date shall not be entertained.

(iii) The engagement shall be governed by all applicable rules, instructions and guidelines issued by the Government of India from time to time.

(iv) The selected candidate shall be required to furnish an undertaking regarding confidentiality, conflict of interest, non-engagement elsewhere, and adherence to Government rules at the time of joining.

(v) The Consultant shall adhere to standards of financial propriety, integrity and conduct expected of Government servants, mutatis mutandis, during the period of engagement.

(vi) The Consultant shall not accept any other professional engagement, whether remunerative or otherwise, without prior written approval of ABMP.

16. **Submission of Application**

Interested and eligible candidates may submit their applications online through the official website of ABMP < <https://abmp.in/>> along with requisite documents including educational qualification, PPO and Last Pay Certificate and proof of experience. Applications received through any other mode shall not be entertained.

