

**RTI REQUEST DETAILS**

<b>Registration No. :</b>	CSLTD/R/E/25/00046	<b>Date of Receipt :</b>	03/07/2025
<b>Type of Receipt :</b>	Online Receipt	<b>Language of Request :</b>	English
<b>Name :</b>		<b>Gender :</b>	
<b>Address :</b>			
<b>State :</b>		<b>Country :</b>	
<b>Phone No. :</b>		<b>Mobile No. :</b>	
<b>Email :</b>			
<b>Status(Rural/Urban) :</b>		<b>Education Status :</b>	
<b>Is Requester Below Poverty Line ? :</b>		<b>Citizenship Status :</b>	
<b>Amount Paid :</b>		<b>Mode of Payment :</b>	
<b>Does it concern the life or Liberty of a Person ? :</b>	No(Normal)	<b>Request Pertains to :</b>	
<b>Information Sought :</b>	<p>Subject: Request for Information under RTI Act, 2005. Pay Structure, Allowances, and Promotion Policies of ITI and Diploma Employees in Design Department.</p> <ol style="list-style-type: none"> <li>Please provide the current designation-wise pay structure (including Basic Pay, Grade Pay, Dearness Allowance, House Rent Allowance, and any other fixed components) for: ITI certificate holders -Diploma holders This should include both permanent employees, On contract Employees and trainees in the Design Department.</li> <li>Please furnish the details of the promotion policy/criteria for ITI certificate holders and Diploma holders, including: Eligibility conditions Minimum service duration Any required qualifications or internal exams</li> <li>Please provide the detailed structure of overtime payment applicable to ITI and Diploma employees, On contract employees and trainees, and whether it differs based on qualification or designation.</li> <li>Please provide details of bonuses, incentives, and any annual or periodic performance based financial benefits paid to ITI and Diploma employees, including trainees, in the last 2 financial years.</li> <li>Please inform whether any internal committee or HR review has been conducted in the last 10 years to assess the pay parity and growth opportunity between ITI and Diploma-qualified employees. If yes, kindly share a copy of such reports or recommendations.</li> </ol>		

6. Please provide a copy of any policy document or circular that defines role differentiation or job responsibilities for ITI vs Diploma holders within the Design Department.

7. Please specify whether trainee employees (both ITI and Diploma) receive any additional allowances apart from their base stipend/pay.

8. Kindly provide the reasons why Cochin Shipyard Limited has stopped hiring ITI certificate holders for the post of Draughtsman, even on a contract basis, in recent recruitment cycles.

Please share any official policy, recruitment guideline, or management decision that outlines this change.

If no such formal document exists, please provide the official justification or internal reasoning for excluding ITI certificate holders from these roles.



CSL/SEC/CS/CORRESP/RTI/2024/7

July 29, 2025

## Sub: Information Under Right to Information Act

Dear Sir,

1. Please refer your RTI request no. CSLTD/R/E/25/00046 dated July 03, 2025. The reply to the information sought under the said request is given below:

- (i) Please provide the current designation-wise pay structure (including Basic Pay, Grade Pay, Dearness Allowance, House Rent Allowance, and any other fixed components) for:

ITI certificate holders

-Diploma holders

This should include both permanent employees, On contract Employees and trainees in the Design Department.

### Reply

Pay Component	ITI Holders	Diploma Holders	ITI Holders	Diploma Holders	ITI Holders	Diploma Holders
	Permanent employees on joining (Rs.)		Contract employees (First year Consolidated Pay) (Rs.)		Trainees (First Year Stipend) (Rs.)	
Basic Pay	W6 Scale (22500-73750)	W7 Scale (23500-77000)	23300	24000	9300	12000
Dearness Allowance	As on date 48.7% of Basic Pay	As on date 48.7% of Basic Pay	NA	NA	NA	NA
House Rent Allowance	As on date 18% of Basic Pay	As on date 18% of Basic Pay	NA	NA	NA	NA
RLTE	2400	2400	NA	NA	NA	NA
Washing Allowance	500	500	NA	NA	NA	NA
Meals Subsidy	240	240	NA	NA	NA	NA



- (ii) Please furnish the details of the promotion policy/criteria for ITI certificate holders and Diploma holders, including:

Eligibility conditions

Minimum service duration

Any required qualifications or internal exams

**Reply**

Please refer the Career Development Plan (CDP) 2008 – For Workmen placed at Annexure I.

- (iii) Please provide the detailed structure of overtime payment applicable to ITI and Diploma employees, On contract employees and trainees, and whether it differs based on qualification or designation.

**Reply**

Category	Hourly rate for Overtime / Extra Wage
Permanent Workmen	$((\text{Basic} + \text{VDA})/198.20)*2$
On Contract Workmen	$(\text{Consolidated Pay}/200)*2$
Trainees	ITI – Rs. 96. Diploma – Rs. 100

- (iv) Please provide details of bonuses, incentives, and any annual or periodic performance based financial benefits paid to ITI and Diploma employees, including trainees, in the last 2 financial years.

**Reply**

In the last two FYs, Ex gratia has been paid based on the below formula:

Category	Formula
Permanent Workmen	18.5% of Basic Pay earned for the FY.
On Contract Workmen	8.33% of Consolidated Pay earned for the FY or Rs. 48000 whichever is less.
Trainees	8.33% of Stipend earned for the FY or Rs. 48000 whichever is less.

- (v) Please inform whether any internal committee or HR review has been conducted in the last 10 years to assess the pay parity and growth opportunity between ITI and Diploma-qualified employees. If yes, kindly share a copy of such reports or recommendations.

**Reply**

No.



- (vi) Please provide a copy of any policy document or circular that defines role differentiation or job responsibilities for ITI vs Diploma holders within the Design Department.

**Reply**

Not available.

- (vii) Please specify whether trainee employees (both ITI and Diploma) receive any additional allowances apart from their base stipend/pay.

**Reply**

No.

- (viii) Kindly provide the reasons why Cochin Shipyard Limited has stopped hiring ITI certificate holders for the post of Draughtsman, even on a contract basis, in recent recruitment cycles.

Please share any official policy, recruitment guideline, or management decision that outlines this change.

If no such formal document exists, please provide the official justification or internal reasoning for excluding ITI certificate holders from these roles.

**Reply**

The information sought is in the nature of query which does not fall under the definition of "information" under the Right to Information (RTI) Act, 2005 and therefore outside the purview of the RTI Act. However, kindly note that no information in this regard is available.

2. If you are not satisfied with the above reply, you may prefer an appeal within 30 days from the date of receipt of this letter to Shri Jose V J, Director (Finance) & Appellate Authority, Cochin Shipyard Limited, Administrative Building, Cochin Shipyard Premises, Perumanoor, Kochi – 682015.

Thanking You,



Yours faithfully,

**Syamkamal N**

**Company Secretary & CPIO**

**COCHIN SHIPYARD LIMITED**  
**Kochi-15**

**CAREER DEVELOPMENT PLAN (CDP) 2008 - FOR WORKMEN**

1. **INTRODUCTION**

In this era of competition and increased business opportunities and challenges, the existing Career Development Plan (1992) for workmen has been reviewed and a new Career Development Plan for workmen as detailed below is formulated.

The new Career Development Plan (2008) aims at providing a platform to enable workmen to give their best, sustain high levels of performance, maintain a healthy employer – employee relationship and working environment, in such a manner by integrating the aspirations for growth and development of individual workmen with the overall objective and mission of the Shipyard.

2. **OBJECTIVES**

- 2.1. To provide all workmen with broad equality of opportunity in growth and career prospects.
- 2.2. To ensure fairness, equitability, consistency and uniformity in the matters of career advancement of workmen.
- 2.3. To recognize and reward the workmen for their contribution towards the growth of the organization.
- 2.4. To sustain the high morale of workmen by appraising them of the opportunities for career growth in the organization.
- 2.5. To provide for a planned growth of different categories of workmen consistent with the future needs of the organization.
- 2.6. To motivate the workmen for excellence in performance.
- 2.7. To provide for and improve job satisfaction to all employees through job enlargement, training, etc and encourage to work with enriched job contents and flexible work practice.

*Cont'd..2..*



3. **DATE OF EFFECT AND APPLICABILITY**

3.1. The new Career Development Plan for workmen will come into effect from 01 July 2008 and will apply to all regular workmen who are on rolls of the Shipyard as on 01 July 2008. and who may join the Shipyard thereafter.

3.2. However, as a very special case, since the agreement was reached on 26 May 2008, this new CDP will come into effect on 31 May 2008 and 30 June 2008 for those retiring on those dates, including adhoc scales of pay as stipulated at Clause 11.9 of this scheme.

4. **DEFINITIONS**

4.1. **Career Advancement:** means placement of workmen in the immediate next higher grade in the same channel, except where otherwise provided.

4.2. **Career Path:** means a path of career growth on the basis of prescribed qualification and experience.

4.3. **Company:** means Cochin Shipyard Limited.

4.4. **Eligibility:** means fulfillment of standards laid down with regard to qualification, attendance, performance appraisal, conduct and discipline, eligibility period, etc, as specified herein.

4.5. **Eligibility Period:** means the number of years of minimum experience prescribed for consideration for career advancement from a lower grade to a higher grade.

4.6. **Workmen:** All regular workmen who are recruited against permanent vacancies on the rolls of the Company.

5. **CAREER ADVANCEMENT SYSTEMS**

5.1. Career advancement shall be made in accordance with a new system of Career Paths, as indicated below:-

**Career Path-IA**  
(Below SSLC)

WG-C .....WG-B.. ....WG-A .....Gr.I (13 years)  
years 4 4 5

Cont'd..3..



**Career Path-I**

(Below SSLC – V Std to VII Std)

Pay Grade-I .....II..... III..... IV.....V.....VI (28 years)  
Years 5 6 6 6 5

**Career Path-II**

(Below SSLC - 2 years training in CSL proposed under Career Development Plan/VII Std + First Aid Certificate and 2 years experience/Lascar Certificate.

Pay Grade-I.....II. ....III .....IV. ....V.....VI (27 years)  
Years 5 5 6 6 5

**Career Path-III**

(Below SSLC – IV Std to VII Std - By transfer / selection)

Pay Grade-II .....III..... IV. ....V. ....VI ....VII (28 years)  
Years 5 6 6 6 5

**Career Path-IV**

(VII Std/SSLC + Experience in Fire Fighting)

Pay Grade-II..... III .... IV .....V .....VI.....VII (28 years)  
Years 5 6 6 6 5

**Career Path-V**

(Below SSLC – IV Std to VII Std/Possession of a Driving Licence – Motor Cycle/ LMD Vehicle / HMD Vehicle / II Class Motor Engine Driver Certificate in MMD / experience as required/undergone training in CSL for operation of all Material Handling Equipment)

Pay Grade-III .....IV .....V ....VI .....VII .....VIII (28 years)  
Years 5 6 6 6 5

**Career Path-VI**

(VII Std/SSLC + Heavy Vehicle Driving Licence + 3 years experience in Fire Fighting)

Pay Grade-IV.....V. ....VI .....VII .....VIII (22 years)  
Years 5 6 6 5

Cont'd..4..



**Career Path-VII**

SSLC + ITI / 2 years experience / training in CSL / II Class Boiler Attendant Certificate / SSLC + Typing with 2 years experience. SSLC with 3 years experience or Degree in Science / Diploma in Chemical / Mechanical / Metallurgy / as the case may be. SSLC + Higher Grade Shorthand and Typewriting/SSLC + 3 years experience or Diploma with 3 years experience/Degree with experience as prescribed.

Pay Grade- III .... IV.... V.... VI.... VII / PS-1  
Years            5     5     5            \_\_\_\_\_ VIII

**Career Path-VIII**

Degree in Engg or Diploma in Engg + Minimum 2 years experience or 2 years training in CSL. Diploma in Nursing with 5 years experience. Diploma in Pharmacy with 2 years experience.

Pay Grade-III.... IV.... V.... VI.... VII / PS-1  
Years            4     4     4     4            \_\_\_\_\_ VIII .....

**Career Path-IX**

Degree or Diploma in Engineering/Degree in Science and Diploma in Industrial Safety/ PG Diploma in Lib Science/Degree with a Degree or Diploma in Social Science or Degree with LL.B plus experiences as prescribed

Pay Grade-VII.... PS-1  
Years            \_\_\_\_\_ VIII

- 5.2. The existing posts / designations covered under each Career Path are indicated at Annexure-I. The Career Paths have been so structured based on qualification for each post. Career Span, experience required at each level and the growth plan, without regard to the higher qualification individuals may possess.
- 5.3. Depending upon organizational requirements, new posts / designations introduced wherever necessary, will be added and in consultation with unions be placed in an appropriate Career Path.

Cont'd..5..



## 6. DATE OF CAREER ADVANCEMENT

Career Advancement under the Career Development Plan will be effected twice a year during \_\_\_\_\_ and \_\_\_\_\_, the eligibility being reckoned with reference to 31<sup>st</sup> December and 30<sup>th</sup> June respectively.

## 7. METHOD OF CAREER ADVANCEMENT TO POSTS WHICH DO NOT NORMALLY INVOLVE CHANGE IN THE NATURE OF DUTIES

7.1. Eligibility Norms: Eligibility for advancement will be decided based on the norms in respect of qualification, attendance, performance appraisal, conduct and discipline and eligibility period, as detailed below. Only such workmen who meet these specifications shall be considered for advancement.

7.1.1. Advancement under the CDP from one grade to another within the respective Career Paths will be without reference to vacancies. A workman will be considered for Career Advancement as laid down on completion of the prescribed eligibility period in the respective Career Path and subject to fulfilling other eligibility criteria.

7.1.2. For advancement under CDP (excluding Selection Posts) eligibility for Career Advancement shall be on the basis of qualification and experience as prescribed in the existing Recruitment Rules for various Posts. The eligibility period referred in the existing Recruitment Rules of the Company for consideration for appointment of internal candidates for various posts in the Company will stand modified to the extent referred to in this CDP.

7.1.3. Workmen who secure atleast 50% marks in their Annual Performance Assessment reports every year during the preceding three years are only eligible for Career Advancement.

7.1.4. Workmen who were absent on loss of pay for more than 30 days in a year during the preceding three years shall not be eligible for career advancement. Period of accident leave/eligible leave sanctioned will not be reckoned for the purpose of calculation of absence on loss of pay. However in cases of accidents, off duty or sickness with loss of pay, the Chief Executive of the Company will judge each case on its merit and exercise his discretionary powers to decide whether to exempt such cases from the disqualification or not.

Cont'd..6..



7.1.5. **Workmen will be debarred for Career Advancement in the following events:**

7.1.5.1. Workmen against whom disciplinary action has been initiated and pending or vigilance cases are pending before any Statutory Authority. If at the time of considering for career advancement, a case of misconduct is pending against the workman, he will be considered under the Sealed Cover Procedure by Departmental Promotion Committee (DPC). The Assessment of the DPC as the case shall be kept in a sealed cover. On conclusion of the disciplinary case the sealed cover shall be opened. In case the employee is exonerated of the charges levelled against him and if DPC has found him suitable, Career Advancement will be given effect from the date of eligibility with retrospective effect, except in the case of Selection Posts. In case he is found guilty of misconduct, he will not be given career advancement and the recommendations of the DPC will not be acted upon.

7.1.5.2. Imposition of penalty will disqualify workmen from being considered for Career Advancement for a period of one year from the date of order imposing the penalty. In the case of warning issued after a domestic enquiry, the period of such disqualification will be six months.

7.1.6. Departmental Promotion Committee: The Chief Executive of the Company will nominate a Departmental Promotion Committee for assessing the suitability of candidates for career advancement. The career advancement will be effected after approval of the recommendations of the Departmental Promotion Committee by the Chief Executive.

8. METHOD OF CAREER ADVANCEMENT TO POSTS WHICH NORMALLY INVOLVE CHANGE IN THE NATURE OF DUTIES (BY SELECTION)

8.1. Selection Procedure

Candidates fulfilling the eligibility norms under Clause 7.1 will become eligible for consideration for selection as per the following procedure.

Cont'd..7..



8.1.1. **Zone of consideration**

In the case of appointment by internal selection upto and including PS-1 posts, the zone of consideration shall be ~~two~~ <sup>two</sup> times the number of vacancy/vacancies according to seniority, i.e.

shall be considered for every one vacancy according to their seniority in the feeder category from which the advancement is proposed to be made. However in the case of shortage of candidates, available number of eligible candidates will be considered for selection.

8.1.2. **Method of awarding marks**

Selection shall be based on the service in the feeder cadre (seniority), attendance; performance appraisal score and test/interview marks for which weightage shall be assigned as detailed below:

Particulars	Weightage
Length of service in the feeder cadre (seniority)	15 Marks
Attendance	15 Marks
Annual Performance Appraisal Reports (3 years)	30 Marks
Test/Interview	40 Marks

The marks secured in the aggregate will determine the rank of the candidate eligible for selection.

8.1.3. **Seniority**

Full marks for seniority will be given to the senior most person. Reduction at the rate of 2 marks for every year or part thereof of service will be made for the difference in service between the senior most person and each of those below him. In the case of personnel selected as a result of the same selection, interse seniority would be determined in accordance with the order of merit drawn up by the Selection Committee.

8.1.4. **Attendance**

Those who have not availed leave on loss of pay in the three years immediately preceding the date on which the candidate is considered for advancement will be given the full marks allotted for attendance. Pro-rata reduction in the marks will be made in other cases. The number of days of absence on loss of pay will be taken as the average of the total number of days of loss of pay during the immediately preceding 3 years. Period of accident leave/eligible leave sanctioned will not be treated as absence on loss of pay for the above purpose.

Cont'd..8..



Marks in the case of absence on loss of pay will be as under:

		Maximum Marks
No leave on loss of pay		15
No. of days of leave on loss of pay	1 day	14
	2 days	13
	3 days	12
	4 days	11
	5 days	10
	6 days	09
	7 days	08
	8 days	07
	9 days	06
	10 days	05
	11 days	04
	12 days	03
	13 days	02
	14 days	01
	15 days	00

8.1.5. Annual Performance Appraisal

Marks as under sub para 8.1.2. of 'Method of awarding marks' will be given on the basis of performance in the service as per the Performance Appraisal system in vogue. For this purpose, average of the marks secured in their Appraisal Reports for the immediately preceding three years will be taken into account.

8.1.6. Test / Interview

For advancement by selection, test / interview or both test and interview shall be conducted as may be decided by the Chief Executive of the Company depending on the post.

Wherever interview and test are conducted, marks will be apportioned at the rate of 80% for test and 20% for interview and the candidate who score 50% in the test and 60% in the aggregate will be eligible for selection. In case of SC/ST candidate the minimum percentage both in the Test and Interview and aggregate will be 33 1/3 %.

Cont'd..9..



**8.1.7. Selection Committees**

All Career Advancements in the Company will be made by the Chief Executive, in consultation with the appropriate Selection Committee. These Committees would be appointed from time to time by the Chief Executive. The Chief Executive of the Company may accept or reject the recommendations of the Selection Committee. In case the Chief Executive of the Company rejects the recommendation of the Selection Committee he may review the selection himself or order review by the same Selection Committee or by any other Selection Committee to be nominated by him.

**9. WEIGHTAGE FOR EXCESS SERVICE RENDERED AND OPTION TO COME OVER TO THE HIGHER GRADE IN CAREER ADVANCEMENT**

- 9.1. On implementation of this Career Development Plan, workmen who had rendered excess period of service either in the existing grade or in the immediately preceding lower grade, as may be opted by the respective workmen, will be eligible for weightage for excess service rendered. This excess service will be reckoned in total for the next career advancement, as applicable for such workmen and eligibility reckoned w.e.f. 30<sup>th</sup> June / 31<sup>st</sup> December of the relevant year. All such weightage are prospective in nature w.e.f. effective date of agreement and will not apply to all workmen who have already retired from rolls of Company.
- 9.2. As a very special case, in the case of workmen in Pay Grade-VIII who are now on the rolls of the Company and who spent excess period beyond the eligibility period stipulated for Career Advancement, this excess period will also be considered for Career Advancement to grades IX and X, prospectively.
- 9.3. However in respect of weightage for excess period of service referred at clause 9.1 and 9.2, excess period of service rendered in the grade on account of disqualification due to imposition of punishment, absence on loss of pay, failure to acquire the minimum appraisal grading and such other reasons will not be considered as excess period of service and no weightage will be given for such excess service rendered.
- 9.4. It is agreed that the workmen found eligible for career advancement will be given option to come over to the higher post with effect from a date within 3 months from the date on which the advancement is made effective. The seniority of the workmen exercising option as above will be reckoned with effect from the date on which the advancement is made effective. Seniority will not be affected as a result of such exercise of option.

Cont'd..10..



10. CAREER DEVELOPMENT OPPORTUNITIES

- 10.1. Suiting organizational requirements employees will be given opportunities for training in other alternative jobs provided they satisfy all the prescribed eligibility requirements. On successful completion of training such employees will be placed in the new job / designation and appropriate Career Path, and their future career advancements will be regulated accordingly.
- 10.2. Workmen in Pay Grade I or II acquiring any ITI qualification as per our requirement will continue to be given an opportunity to undergo 2 years training in our Training School and qualify himself for conversion as tradesman, subject to availability of vacancies.

11. GENERAL

- 11.1. There shall be no probation on appointment to posts by Career advancement except in the case of those by way of Selection. The period of probation will be initially for a period of 6 months, which can be extended by another 3 months if necessary.
- 11.2. Under the CDP, while creating higher posts for considering the workmen for advancement, corresponding number of posts in the lower cadre will be simultaneously abolished except in the case of Selection Post.
- 11.3. Pay Grades VIII, IX and X are not of supervisory nature.
- 11.4. The Supervisory selection posts will be filled from eligible candidates in Pay Grade VII as per the rules applicable for filling up of PS-1 level posts. Shortages, if any, will be made up from workmen in Pay Grade VI, who have put in a minimum eligibility period in that grade as laid down in the existing Recruitment Rules. However, for filling up of vacancies reserved for SC/ST employees, if sufficient number of SC/ST candidates are not available in Pay Grade-VII/VI, the existing requirement of a minimum two years of service in Pay Grade-VI, will not be insisted in their cases.
- 11.5. Career growth for workmen, who do not possess the minimum qualification of ITI in the relevant trade, was limited upto Pay Grade-VII only. It is now proposed to consider such employees for Career Advancement upto Pay Grade-VIII only. However, they will not be eligible for any weightage for excess service already rendered in Pay Grade-VII.

Cont..11..



- 11.6. Career Advancement from Pay Grade-VII to Pay Grade-VIII will continue to be optional. Their subsequent Career Advancement from Pay Grade VIII, if eligible will be to Grade-IX / X or as laid down in their respective career paths. Further in all cases, workmen moving to Pay Grade-VIII and higher grades IX and X shall not be eligible for consideration to supervisory positions.
- 11.7. Workmen belonging to Career Path-IA to VI will not be eligible for consideration to supervisory posts. For consideration for selection to supervisory posts where a ratio guideline is followed, the existing ratio of 1 : 12 (Supervisor : Workmen) presently followed will continue.
- 11.8. Two new pay grades IX and X are hereby created in recognition of improved skill and service of employees with effect from the date of introduction of this CDP. Employees in Grade-VIII / IX who are adjudged "Good" grading and above in the Annual Performance Appraisal Reports during the period of consideration shall be given career advancement to Grade-IX / X.
- 11.9. Pending revision of pay scales Grades IX and X will now be operated on the following adhoc pay scales effective from 01 July 2008

Grade-IX - Rs.6100-210-11350

Grade-X - Rs.6600-240-12600

The above new grades are not of a supervisory nature and workmen in these grades will continue to perform the same nature of work as before (non supervisory) with higher levels of skill, expertise and output, and will continue to be eligible for scale pay for benefits etc as are applicable to workmen.

- 11.10. Since Advancement as per Career Development Plan are without reference to vacancies, except in the case of Selection Posts, workmen moving from a lower grade to higher grade (non-supervisory) under CDP will continue to perform the same duties as they were doing in the previous grade with increased skills and expertise.
- 11.11. Reservation of posts for SC/ST and PWD candidates and concession/relaxation as applicable shall be provided in respect of vacancy based selection posts in accordance with Presidential Directives and Instructions of the Government in this regard issued from time to time.

Cont.12..



- 11.12. Considering elongation in the span of growth in all career paths, new designations in all Career Paths, wherever required will be decided through separate bilateral discussion with unions.
- 11.13. Modification, if any, found necessary to the provisions of this scheme will be discussed between the management and the Unions and appropriate modifications incorporated after the approval of the Board of Directors of the Company.
- 11.14. In case of difficulty with regard to interpretation of any of the provisions of this scheme, the same will be referred to CMD and his decision on the matter will be final and binding on the parties.
- 11.15. This new Career Development Plan 2008, is in full and final settlement of all issues related to career development of workmen and in supersession of all agreements / settlement relating to Career Development /Promotion etc as applicable to workmen in Cochin Shipyard and will continue to be in force until a new CDP is needed and implemented

\* \* \* \* \*



**ANNEXURE -I**

**CHANNELS FOR CAREER DEVELOPMENT**

(Qualifications indicated in all Career Paths are as applicable to the existing Workmen)

**CAREER PATH - IA**

(Below SSLC)

WG-C . ....WG-B.. ....WG-A .....Gr.I (13 years)  
years 4 4 5

Canteen Worker  
Service Assistant (Canteen)

**CAREER PATH - I**

(Below SSLC - V Std to VII Std)

Pay Grade-I .....II..... III..... IV ....V.....VI (28 years)  
Years 5 6 6 6 5

**Designations covered**

Attender  
Sweeper  
Mazdoor  
Gardener  
Semi-skilled Worker  
Service Assistant (Canteen)

**CAREER PATH - II**

(Below SSLC - 2 years training in CSL proposed under Career Development Plan/VII Std + First Aid Certificate and 2 years experience/Lascar Certificate.

Pay Grade-I .....II .....III .....IV. ....V.....VI (27 years)  
Years 5 5 6 6 5

**Designations covered**

Nursing Assistant  
Lascar  
Tindal  
Semi Skilled Fitter (Maintenance)  
Semi Skilled (Electrician)  
Service Assistant (Office)  
Service Assistant (House Keeping)

Cont'd..2..



**CAREER PATH - III**

(Below SSLC – IV Std to VII Std - By transfer / selection)

Pay Grade-II ..... III..... IV..... V..... VI..... VII (28 years)  
Years 5 6 6 6 5

**Designations covered**

Cook  
Semi-Skilled Rigger \*  
Record Keeper  
Sports Assistant  
Serang

\* On movement to the post of Rigger, SSR will move to Career Path VII.

**CAREER PATH - IV**

(VII Std/SSLC + Experience in Fire Fighting)

Pay Grade-II..... III..... IV..... V..... VI..... VII (28 years)  
Years 5 6 6 6 5

**Designations covered**

Fireman  
Senior Fireman

**CAREER PATH - V**

(Below SSLC – IV Std to VII Std/Possession of a Driving Licence – Motor Cycle/  
LMD Vehicle / HMD Vehicle / II Class Motor Engine Driver Certificate in MMD /  
experience as required/undergone training in CSL for operation of all Material Handling  
Equipment).

Pay Grade-III .....IV..... V..... VI..... VII..... VIII (28 years)  
Years 5 6 6 6 5

**Designations covered**

Staff Car Driver  
Heavy Vehicle Driver  
Engine Driver  
Despatch Rider  
Junior Superintendent (Hospitality)  
Junior Chargeman (Small Craft)  
Junior Chargeman (Light Vehicle)  
Material Handling Equipment Operator



Cont'd..3..

**CAREER PATH - VI**

(VII Std/SSLC + Heavy Vehicle Driving Licence + 3 years experience in Fire Fighting)

Pay Grade-IV.....V.....VI.....VII.....VIII (22 years)  
Years 5 6 6 5

**Designations covered**

Driver Operator  
Leading Fireman  
Assistant Fire Inspector  
Operator Fire Engine

**CAREER PATH - VII**

(SSLC + ITI / 2 years experience / training in CSL/ II Class Boiler Attendant Certificate / SSLC + Typing with 2 years experience. SSLC with 3 years experience or Degree in Science / Diploma in Chemical / Mechanical / Metallurgy / as the case may be. SSLC + Higher Grade Shorthand and Typewriting/SSLC + 3 years experience or Diploma with 3 years experience/Degree with experience as prescribed).

Pay Grade- III ....IV....V....VI....VII / PS-1  
Years 5 5 5 \_\_\_\_\_ VIII

**Designations covered**

Assistant	Fitter (F&S)
Stenographer	Fitter (R&AC)
Receptionist	Fitter Electrical
Data Processing Assistant	Fitter Engineering
Console Operator	Fitter Electronics
Store Keeper/Stock Verifier	Fitter Maintenance
Logistic Inventory Assistant	Fitter Pipe
Telephone Operator	Fitter Structural
Laboratory Assistant	Machinist
Instrument Mechanic	Welder
Crane Operator Diesel	Welder-cum-Fitter
Crane Operator Electrical	Painter
Shipwright Wood	Boiler Attendant
Junior D`man	Rigger

Note:- Workmen in the above channel without the minimum qualification as prescribed will move upto Pay Grade-IX only. Rigger will move upto Pay Grade IX only, and will not be eligible for consideration for supervisory posts.

Cont'd..4..





CAREER DEVELOPMENT PLAN - EXISTING & NEW DESIGNATIONS

Sl. No.	Existing Designations	New Designations
1.		<p><b>CAREER PATH - I A</b>  <b>WG-C....WG-B....WG-A.... Gr.I</b>                      4    4    5    (13 years)                      Canteen Worker                      Service Assistant (Canteen)                      C / B / A</p>
2.	<p><b>CHANNEL-I</b>  <b>I .... II .... III .... IV</b>                      5    7    7    (19 yrs)</p> <p>Gardener Grade-I                      Gardener Grade-II                      Sr Gardener Grade-III                      Sr Gardener Grade-IV</p>	<p><b>CAREER PATH-I</b>  <b>I ... II ... III ... IV ... V ... VI</b>                      5    6    6    6    5    (28 yrs)</p> <p>Gardener Grade-I                      Gardener Grade-II                      Gardener Grade-III                      Gardener Grade-IV                      Senior Gardener Grade-V                      Senior Gardener Grade-VI</p>
3.	<p>Semi Skilled Worker Grade-I                      Semi Skilled Worker Grade-II                      Semi Skilled Worker Grade-III                      Semi Skilled Worker Grade-IV</p>	<p>Semi Skilled Worker Grade-I                      Semi Skilled Worker Grade-II                      Semi Skilled Worker Grade-III                      Semi Skilled Worker Grade-IV                      Work Assistant Grade-V                      Senior Work Assistant Grade-VI</p>
4	<p>Service Asst Canteen Grade-I                      Service Asst Canteen Grade-II                      Service Asst Canteen Grade-III                      Head Service Asst Canteen Grade-IV</p>	<p>Canteen Worker - A                      Service Assistant Canteen Grade-I                      Service Assistant Canteen Grade-II                      Service Assistant Canteen Grade-III                      Head Service Assistant Canteen Grade-IV                      Leading Service Assistant Canteen Grade-V                      Leading Service Assistant Canteen Grade-VI</p>



Sl. No.	Existing Designations	New Designations
5	<p><u>CHANNEL-II</u> I ... II ... III ... IV ... V (24 yrs)</p> <p>Nursing Assistant Grade-I Nursing Assistant Grade-II Sr Nursing Assistant Grade-III Sr Nursing Assistant Grade-IV Sr Nursing Assistant Grade-V</p>	<p><u>CAREER PATH-II</u> I ... II ... III ... IV ... V ... VI (27 yrs)</p> <p>Nursing Assistant Grade-I Nursing Assistant Grade-II Senior Nursing Assistant Grade-III Senior Nursing Assistant Grade-IV Leading Nursing Assistant Grade-V Leading Nursing Assistant Grade-VI</p>
6	<p>Service Asst (Office) Grade-I Service Asst (Office) Grade-II Service Asst (Office) Grade-III Service Asst (Office) Grade-IV Service Asst (Office) Grade-V</p>	<p>Service Assistant (Office) Grade-I Service Assistant (Office) Grade-II Service Assistant (Office) Grade-III Senior Service Assistant (Office) Grade-IV Leading Service Assistant (Office) Grade-V Leading Service Assistant (Office) Grade-VI</p>
7	<p>Service Asst (House Keeping) Grade-I Service Asst (House Keeping) Grade-II Service Asst (House Keeping) Grade-III Service Asst (House Keeping) Grade-IV Service Asst (House Keeping) Grade-V</p>	<p>Service Assistant (House Keeping) Grade-I Service Assistant (House Keeping) Grade-II Service Assistant (House Keeping) Grade-III Senior Service Assistant (House Keeping) Grade-IV Leading Service Assistant (House Keeping) Grade-V Leading Service Assistant (House Keeping) Grade-VI</p>
8	<p>Lascar Grade-I Lascar Grade-II Sr. Lascar Grade-III Sr. Lascar Grade-IV Sr. Lascar Grade-V</p>	<p>Lascar Grade-I Lascar Grade-II Senior Lascar Grade-III Senior Lascar Grade-IV Leading Lascar Grade-V Leading Lascar Grade-VI</p>



Sl. No.	Existing Designations	New Designations
9	Semi Skilled Fitter (Maint) Grade-I Semi Skilled Fitter (Maint) Grade-II Semi Skilled Fitter (Maint) Grade-III Semi Skilled Fitter (Maint) Grade-IV Semi Skilled Fitter (Maint) Grade-V	Semi Skilled Fitter (Maintenance) Grade-I Semi Skilled Fitter (Maintenance) Grade-II Semi Skilled Fitter (Maintenance) Grade-III Semi Skilled Fitter (Maintenance) Grade-IV Junior Maintenance Fitter Grade-V Maintenance Fitter Grade-VI
10	Semi Skilled (Electrician) Grade-I Semi Skilled (Electrician) Grade-II Semi Skilled (Electrician) Grade-III Semi Skilled (Electrician) Grade-IV Semi Skilled (Electrician) Grade-V	Semi Skilled (Electrician) Grade-I Semi Skilled (Electrician) Grade-II Semi Skilled (Electrician) Grade-III Semi Skilled (Electrician) Grade-IV Junior Electrician Fitter Grade-V Electrician Fitter Grade-VI
11	<u>CHANNEL-III(a)</u> II ..... III ..... IV ..... V 5 7 7 (19 yrs)	<u>CAREER PATH-III</u> II ... III ... IV ... V .... VI .... VII 5 6 6 6 5 (28 yrs)
	Cook Grade-II Cook Grade-III Sr. Cook Grade-IV Sr. Cook Grade-V	Cook Grade-II Cook Grade-III Senior Cook Grade-IV Senior Cook Grade-V Leading Cook Grade-VI Head Cook Grade-VII
12	Semi Skilled Rigger Grade-II Semi Skilled Rigger Grade-III Semi Skilled Rigger Grade-IV Semi Skilled Rigger Grade-V	Semi Skilled Rigger Grade-II Semi Skilled Rigger Grade-III Senior Semi Skilled Rigger Grade-IV Senior Semi Skilled Rigger Grade-V Junior Rigger Grade-VI Rigger Grade-VII



Sl. No.	Existing Designations	New Designations
13	<p><u>CHANNEL-III(b)</u>            III ..... IV ..... V ..... VI            5 7 7 (19 yrs)            Sports Assistant Grade-III            Sports Assistant Grade-IV            Sr. Sports Assistant Grade-V            Sr. Sports Assistant Grade-VI</p>	<p>Sports Assistant Grade-II            Sports Assistant Grade-III            Senior Sports Assistant Grade-IV            Senior Sports Assistant Grade-V            Leading Sports Assistant Grade-VI            Head Sports Assistant Grade-VII</p>
14	<p>Record Keeper Grade-III            Record Keeper Grade-IV            Sr. Record Keeper Grade-V            Sr. Record Keeper Grade-VI</p>	<p>Record Keeper Grade-II            Record Keeper Grade-III            Senior Record Keeper Grade-IV            Senior Record Keeper Grade-V            Leading Record Keeper Grade-VI            Head Record Keeper Grade-VII</p>
15	<p>Serang Grade-III            Serang Grade-IV            Sr. Serang Grade-V            Sr. Serang Grade-VI</p>	<p>Serang Grade-II            Serang Grade-III            Senior Serang Grade-IV            Senior Serang Grade-V            Leading Serang Grade-VI            Head Serang Grade-VII</p>
16	<p><u>CHANNEL-V(a)</u>            I ... II ... III ... IV ... V ... VI            5 5 7 7 7 (31 yrs)            Fire Watchman Grade-I            Fireman Grade-II            Sr Fireman Grade-III            Sr Fireman Grade-IV            Leading Fireman Grade-V            Leading Fireman Grade-VI</p>	<p><u>CAREER PATH-IV</u>            II ... III ... IV ... V ... VI ... VII            5 6 6 6 6 5 (28 yrs)</p> <p>Fireman Grade-II            Senior Fireman Grade-III            Senior Fireman Grade-IV            Leading Fireman Grade-V            Leading Fireman Grade-VI            (Head Fireman Grade-VII)</p>



Sl. No.	Existing Designations	New Designations
17	<p><u>CHANNEL-IV</u> III .... IV .... V .... VI .... VII</p> <p>5 7 7 7 7 (26 yrs)</p> <p>Despatch Rider Grade-III Despatch Rider Grade-IV Sr Despatch Rider Grade-V Sr Despatch Rider Grade-VI Jr Chargeman (Despatch)</p>	<p><u>CAREER PATH-V</u> III .... IV .... V .... VI .... VII .... VIII</p> <p>5 6 6 6 5 (28 yrs)</p> <p>Despatch Rider Grade-III Despatch Rider Grade-IV Senior Despatch Rider Grade-V Senior Despatch Rider Grade-VI Junior Chargeman (Despatch) Deputy Chargeman (Despatch)</p>
18	<p>Heavy Vehicle Driver Grade-III Heavy Vehicle Driver Grade-IV Sr Heavy Vehicle Driver Grade-V Sr Heavy Vehicle Driver Grade-VI Jr Chargeman (Heavy Vehicle)</p>	<p>Heavy Vehicle Driver Grade-III Heavy Vehicle Driver Grade-IV Senior Heavy Vehicle Driver Grade-V Senior Heavy Vehicle Driver Grade-VI Junior Chargeman (Heavy Vehicle) Deputy Chargeman (Heavy Vehicle)</p>
19	<p>Staff Car Driver Grade-III Staff Car Driver Grade-IV Sr Staff Car Driver Grade-V Sr Staff Car Driver Grade-VI Jr Chargeman (Light Vehicle)</p>	<p>Staff Car Driver Grade-III Staff Car Driver Grade-IV Senior Staff Car Driver Grade-V Senior Staff Car Driver Grade-VI Junior Chargeman (Light Vehicle) Deputy Chargeman (Light Vehicle)</p>
20	<p>Matl Handling Eqpt Operator Grade-III Matl Handling Eqpt Operator Grade-IV Matl Handling Eqpt Operator Grade-V Matl Handling Eqpt Operator Grade-VI Matl Handling Eqpt Operator Grade-VII</p>	<p>Material Handling Equipment Operator Grade-III Material Handling Equipment Operator Grade-IV Senior Material Handling Equipment Operator Grade-V Senior Material Handling Equipment Operator Grade-VI Junior Chargeman (Material Handling Equipment) Deputy Chargeman (Material Handling Equipment)</p>



Sl. No.	Existing Designations	New Designations
21	Engine Driver Grade-IV Sr Engine Driver Grade-V Sr Engine Driver Grade-VI Jr Chargeman (Small Crafts)	Small Craft Operator Grade-III Small Craft Operator Grade-IV Senior Small Craft Operator Grade-V Senior Small Craft Operator Grade-VI Junior Chargeman (Small Craft) Deputy Chargemen (Small Craft)
22	<u>CHANNEL-V(b)</u> IV ..... V ..... VI ..... VII 5 7 7 (19 yrs) Operator (Fire Engine) Grade-IV Sr Operator (Fire Engine) Grade-V Sr Operator (Fire Engine) Grade-VI Jr Chargeman (Fire Engine)	<u>CAREER PATH-VI</u> IV ... V ... VI ... VII ... VIII 5 6 6 5 (22 yrs) Operator (Fire Engine) Grade-IV Senior Operator (Fire Engine) Grade-V Senior Operator (Fire Engine) Grade-VI Junior Chargeman (Fire Engine) Deputy Chargeman (Fire Engine)
23	Leading Fireman Grade-IV Leading Fireman Grade-V Jr Fire Inspector Grade-VI Jr Chargeman (Fire)	Leading Fireman Grade-IV Leading Fireman Grade-V Junior Fire Inspector Grade-VI Assistant Fire Inspector Deputy Fire Inspector



Sl. No.	Existing Designations	New Designations
24	<p><u>CHANNEL-VI</u>  III .... IV .... V .... VI .... VII/PS-1  5 5 6 7 (23 yrs)</p> <p>Assistant Grade-III  Assistant Grade-IV  Sr Assistant Grade-V  Sr Assistant Grade-VI  Jr Superintendent (Office)  Dy Superintendent (Office)</p>	<p><u>CAREER PATH-VII</u>  III .... IV .... V .... VI .... VII / PS-1  5 5 5 5 VIII .... IX .... X  5 5 5 5 (35 yrs)</p> <p>Assistant Grade-III  Assistant Grade-IV  Senior Assistant Grade-V  Senior Assistant Grade-VI  Junior Superintendent (Office)  Deputy Superintendent (Office)  Superintendent (Office)  Senior Superintendent (Office)</p>
25	<p>Logistic Inventory Assistant Grade-III  Logistic Inventory Assistant Grade-IV  Logistic Inventory Assistant Grade-V  Logistic Inventory Assistant Grade-VI  Jr Supdt (Logistic Inventory)  Dy Supdt (Logistic Inventory)</p>	<p>Logistic Inventory Assistant Grade-III  Logistic Inventory Assistant Grade-IV  Senior Logistic Inventory Assistant Grade-V  Senior Logistic Inventory Assistant Grade-VI  Junior Superintendent (Logistic Inventory)  Deputy Superintendent (Logistic Inventory)  Superintendent (Logistic &amp; Inventory)  Senior Superintendent (Logistic &amp; Inventory)</p>
26	<p>Telephone Operator Grade-III  Telephone Operator Grade-IV  Sr Telephone Operator Grade-V  Sr Telephone Operator Grade-VI  Jr Supdt (Telephone)  Dy Supdt (Telephone)</p>	<p>Telephone Operator Grade-III  Telephone Operator Grade-IV  Senior Telephone Operator Grade-V  Senior Telephone Operator Grade-VI  Junior Superintendent (Telephone)  Deputy Superintendent (Telephone)  Superintendent (Telephone)  Senior Superintendent (Telephone)</p>



Sl. No.	Existing Designations	New Designations
27	Laboratory Assistant Grade-III Laboratory Assistant Grade-IV Sr Laboratory Assistant Grade-V Sr Laboratory Assistant Grade-VI Jr Supdt (Lab) Dy Supdt (Lab)	Laboratory Assistant Grade-III Laboratory Assistant Grade-IV Senior Laboratory Assistant Grade-V Senior Laboratory Assistant Grade-VI Junior Superintendent (Laboratory) Deputy Superintendent (Laboratory) Superintendent (Laboratory) Senior Superintendent (Laboratory)
28	Draughtsman Grade-III Draughtsman Grade-IV Sr Draughtsman Grade-V Sr Draughtsman Grade-VI Jr Supdt (Drafting) Dy Supdt (Drafting)	Draughtsman Grade-III Draughtsman Grade-IV Senior Draughtsman Grade-V Senior Draughtsman Grade-VI Junior Chargeman (Drafting) Deputy Chargeman (Drafting) Chargeman (Drafting) Senior Chargeman (Drafting)
29	Boiler Attendant Grade-III Boiler Attendant Grade-IV Sr Boiler Attendant Grade-V Sr Boiler Attendant Grade-VI Jr Chargeman (Boiler) Dy Chargeman (Boiler)	Boiler Attendant Grade-III Boiler Attendant Grade-IV Senior Boiler Attendant Grade-V Senior Boiler Attendant Grade-VI Junior Chargeman (Boiler Attendant) Deputy Chargeman (Boiler Attendant) Chargeman (Boiler) Senior Chargeman (Boiler)



Sl. No.	Existing Designations	New Designations
30	Crane Operator (Electrical/Diesel) Grade-III Crane Operator (Elec/Diesel) Grade-IV Sr Crane Operator (Elec/Diesel) Grade-V Sr Crane Operator (Elec/Diesel) Grade-VI Jr Chargeman (Elec Crane/Diesel Crane) Dy Chargeman (Elec Crane/Diesel Crane)	Crane Operator (Electrical/Diesel) Grade-III Crane Operator (Electrical/Diesel) Grade-IV Senior Crane Operator (Electrical/Diesel) Grade-V Senior Crane Operator (Electrical/Diesel) Grade-VI Junior Chargeman (Electrical Crane/Diesel Crane) Deputy Chargeman (Electrical Crane/Diesel Crane) Chargeman (Electrical Crane/Diesel Crane) Senior Chargeman (Electrical Crane/Diesel Crane)
31	Fitter (Electrical) Grade-III Fitter (Electrical) Grade-IV Sr Fitter (Electrical) Grade-V Sr Fitter (Electrical) Grade-VI Jr Chargeman (Electrical) Dy Chargeman (Electrical)	Fitter (Electrical) Grade-III Fitter (Electrical) Grade-IV Senior Fitter (Electrical) Grade-V Senior Fitter (Electrical) Grade-VI Junior Chargeman (Electrical) Deputy Chargeman (Electrical) Chargeman (Electrical) Senior Chargeman (Electrical)
32	Fitter (Electronics) Grade-III Fitter (Electronics) Grade-IV Sr Fitter (Electronics) Grade-V Sr Fitter (Electronics) Grade-VI Jr Chargeman (Electronics) Dy Chargeman (Electronics)	Fitter (Electronics) Grade-III Fitter (Electronics) Grade-IV Senior Fitter (Electronics) Grade-V Senior Fitter (Electronics) Grade-VI Junior Chargeman (Electronics) Deputy Chargeman (Electronics) Chargeman (Electronics) Senior Chargeman (Electronics)



Sl. No.	Existing Designations	New Designations
33	Fitter (Engineering) Grade-III Fitter (Engineering) Grade-IV Sr Fitter (Engineering) Grade-V Sr Fitter (Engineering) Grade-VI Jr Chargeman (Engineering) Dy Chargeman (Engineering)	Fitter (Engineering) Grade-III Fitter (Engineering) Grade-IV Senior Fitter (Engineering) Grade-V Senior Fitter (Engineering) Grade-VI Junior Chargeman (Engineering) Deputy Chargeman (Engineering) Chargeman (Engineering) Senior Chargeman (Engineering)
34	Fitter (Forge & Smith) Grade-III Fitter (Forge & Smith) Grade-IV Sr Fitter (Forge & Smith) Grade-V Sr Fitter (Forge & Smith) Grade-VI Jr Chargeman (Forge & Smith) Dy Chargeman (Forge & Smith)	Fitter (Forge & Smith) Grade-III Fitter (Forge & Smith) Grade-IV Senior Fitter (Forge & Smith) Grade-V Senior Fitter (Forge & Smith) Grade-VI Junior Chargeman (Forge & Smith) Deputy Chargeman (Forge & Smith) Chargeman (Forge & Smith) Senior Chargeman (Forge & Smith)
35	Instrument Mechanic Grade-III Instrument Mechanic Grade-IV Sr Instrument Mechanic Grade-V Sr Instrument Mechanic Grade-VI Jr Chargeman (Instrumentation) Dy Chargeman (Instrumentation)	Instrument Mechanic Grade-III Instrument Mechanic Grade-IV Senior Instrument Mechanic Grade-V Senior Instrument Mechanic Grade-VI Junior Chargeman (Instrument Mechanic) Deputy Chargeman (Instrument Mechanic) Chargeman (Instrument Mechanic) Senior Chargeman (Instrument Mechanic)



Sl. No.	Existing Designations	New Designations
36	Machinist Grade-III Machinist Grade-IV Sr Machinist Grade-V Sr Machinist Grade-VI Jr Chargeman (Machining) Dy Chargeman (Machining)	Machinist Grade-III Machinist Grade-IV Senior Machinist Grade-V Senior Machinist Grade-VI Junior Chargeman (Machinist) Deputy Chargeman (Machinist) Chargeman (Machinist) Senior Chargeman (Machinist)
37	Fitter (Maintenance) Grade-III Fitter (Maintenance) Grade-IV Sr Fitter (Maintenance) Grade-V Sr Fitter (Maintenance) Grade-VI Jr Chargeman (Maintenance) Dy Chargeman (Maintenance)	Fitter (Maintenance) Grade-III Fitter (Maintenance) Grade-IV Senior Fitter (Maintenance) Grade-V Senior Fitter (Maintenance) Grade-VI Junior Chargeman (Maintenance) Deputy Chargeman (Maintenance) Chargeman (Maintenance) Senior Chargeman (Maintenance)
38	Fitter (Pipe) Grade-III Fitter (Pipe) Grade-IV Sr Fitter (Pipe) Grade-V Sr Fitter (Pipe) Grade-VI Jr Chargeman (Piping) Dy Chargeman (Piping)	Fitter (Pipe) Grade-III Fitter (Pipe) Grade-IV Senior Fitter (Pipe) Grade-V Senior Fitter (Pipe) Grade-VI Junior Chargeman (Pipe) Deputy Chargeman (Pipe) Chargeman (Piping) Senior Chargeman (Piping)



Sl. No.	Existing Designations	New Designations
39	Fitter (Structural) Grade-III Fitter (Structural) Grade-IV Sr Fitter (Structural) Grade-V Sr Fitter (Structural) Grade-VI Jr Chargeman (Structural) Dy Chargeman (Structural)	Fitter (Structural) Grade-III Fitter (Structural) Grade-IV Senior Fitter (Structural) Grade-V Senior Fitter (Structural) Grade-VI Junior Chargeman (Structural) Deputy Chargeman (Structural) Chargeman (Structural) Senior Chargeman (Structural)
40	Welder Grade-III Welder Grade-IV Sr Welder Grade-V Sr Welder Grade-VI Jr Chargeman (Welding) Dy Chargeman (Welding)	Welder Grade-III Welder Grade-IV Senior Welder Grade-V Senior Welder Grade-VI Junior Chargeman (Welder) Deputy Chargeman (Welder) Chargeman (Welding) Senior Chargeman (Welding)
41	Painter Grade-III Painter Grade-IV Sr Painter Grade-V Sr Painter Grade-VI Jr Chargeman (Painting) Dy Chargeman (Painting)	Painter Grade-III Painter Grade-IV Senior Painter Grade-V Senior Painter Grade-VI Junior Chargeman (Painter) Deputy Chargeman (Painter) Chargeman (Painting) Senior Chargeman (Painting)



Sl. No.	Existing Designations	New Designations
42	Shipwright Wood Grade-III Shipwright Wood Grade-IV Sr Shipwright Wood Grade-V Sr Shipwright Wood Grade-VI Jr Chargeman (Shipwright Wood) Dy Chargeman (Shipwright Wood)	Shipwright Wood Grade-III Shipwright Wood Grade-IV Senior Shipwright Wood Grade-V Senior Shipwright Wood Grade-VI Junior Chargeman (Shipwright Wood) Deputy Chargeman (Shipwright Wood) Chargeman (Shipwright Wood) Senior Chargeman (Shipwright Wood)
43	Rigger Grade-III Rigger Grade-IV Sr Rigger Grade-V Sr Rigger Grade-VI Jr Chargeman (Rigging)	Rigger Grade-III Rigger Grade-IV Senior Rigger Grade-V Senior Rigger Grade-VI Junior Chargeman (Rigging) Deputy Chargeman (Rigging)
44	Welder cum Fitter Grade-III Welder cum Fitter Grade-IV Sr Welder cum Fitter Grade-V Sr Welder cum Fitter Grade-VI Jr Chargeman (Welding & Fitting) Dy Chargeman (Welding & Fitting)	Welder cum Fitter Grade-III Welder cum Fitter Grade-IV Senior Welder cum Fitter Grade-V Senior Welder cum Fitter Grade-VI Junior Chargeman (Welder & Fitter) Deputy Chargeman (Welder & Fitter) Chargeman (Welding & Fitting) Senior Chargeman (Welding & Fitting)



Sl. No.	Existing Designations	New Designations
45	<p><u>CHANNEL-VII</u>            IV .... V .... VI .... VII/PS-I            5 6 7            (18 yrs)            Stenographer Grade-IV            Sr Stenographer Grade-V            Sr Stenographer Grade-VI            Jr Superintendent (Stenography)            Dy Superintendent (Stenography)</p>	<p>Stenographer Grade-IV            Senior Stenographer Grade-V            Senior Stenographer Grade-VI            Junior Superintendent (Stenography)            Deputy Superintendent (Stenography)            Superintendent (Stenography)            Senior Superintendent (Stenography)            Data Processing Assistant Grade-IV            Senior Data Processing Assistant Grade-V            Senior Data Processing Assistant Grade-VI            Junior Superintendent (EDP)            Deputy Superintendent (EDP)            Superintendent (EDP)            Senior Superintendent (EDP)</p>
46	<p>Data Processing Assistant Grade-IV            Sr Data Processing Assistant Grade-V            Sr Data Processing Assistant Grade-VI            Jr Superintendent (EDP)            Dy Superintendent (EDP)</p>	<p>Store Keeper/Stock Verifier Grade-IV            Senior Store Keeper/Stock Verifier Grade-V            Senior Store Keeper/Stock Verifier Grade-VI            Junior Superintendent (Stores)            Deputy Superintendent (Stores)            Superintendent (Stores)            Senior Superintendent (Stores)</p>
47	<p>Store Keeper/Stock Verifier Grade-IV            Sr Store Keeper/Stock Verifier Grade-V            Leading Store Keeper/Stock Verifier Grade-VI            Jr Superintendent (Stores)            Dy Superintendent (Stores)</p>	<p>Store Keeper/Stock Verifier Grade-IV            Senior Store Keeper/Stock Verifier Grade-V            Senior Store Keeper/Stock Verifier Grade-VI            Junior Superintendent (Stores)            Deputy Superintendent (Stores)            Superintendent (Stores)            Senior Superintendent (Stores)</p>



Sl. No.	Existing Designations	New Designations
48	<p><b>CHANNEL-VIII(a)</b>            IV .... V .... VI .... VII /PS-1            4 4 4 5 (13 yrs)</p> <p>Sr Ship Draughtsman (M/E/H) Grade-IV            Sr Ship Draughtsman (M/E/H) Grade-V            Sr Ship Draughtsman (M/E/H) Grade-VI            Jr Supdt (Drafting M/E/H)            Dy Supdt (Drafting M/E/H)</p>	<p><b>CAREER PATH-VIII</b>            Pay Grade-III....IV....V....VI....VII/PS-1            Years 4 4 4 4 4 5 5 5 (31 yrs)</p> <p>Senior Ship Draughtsman (M/E/H) Grade-IV            Senior Ship Draughtsman (M/E/H) Grade-V            Senior Ship Draughtsman (M/E/H) Grade-VI            Senior Ship Draughtsman (M/E/H) Grade-VII            Deputy Superintendent (Drafting)            Superintendent (Drafting)            Senior Superintendent (Drafting)</p>
49	<p><b>CHANNEL-VIII(b)</b>            III .... IV .... V .... VI .... VII /PS-1            4 5 5 5 (19 yrs)</p> <p>Pharmacist Grade-III            Pharmacist Grade-IV            Sr Pharmacist Grade-V            Sr Pharmacist Grade-VI            Jr Superintendent (Pharmacy)            Dy Superintendent (Pharmacy)</p>	<p>Pharmacist Grade-III            Pharmacist Grade-IV            Senior Pharmacist Grade-V            Senior Pharmacist Grade-VI            Junior Superintendent (Pharmacy)            Deputy Superintendent (Pharmacy)            Superintendent (Pharmacy)            Senior Superintendent (Pharmacy)</p>



Sl. No.	Existing Designations	New Designations
50	Nurse Grade-IV Senior Nurse Grade-V Senior Nurse Grade-VI Junior Superintendent (Nursing) Deputy Superintendent (Nursing)	Nurse Grade-III Nurse Grade-IV Senior Nurse Grade-V Senior Nurse Grade-VI Junior Superintendent (Nurse) Grade-VII Deputy Superintendent (Nurse) Superintendent (Nurse) Senior Superintendent (Nurse)
51	<u>CHANNEL-IX(a)</u> <u>VI .... VII / PS-1</u> 5	<u>CAREER PATH-IX</u> VII.1. .... PS-1 4 Years VIII ..... IX ..... X 5 5 5
	Technical Assistant (M/E/Eltro/Civil/Lab) Gr- VI Jr Chageman(Technical Service (M/E/Eltro/Civil/Lab) Dy Chageman(Technical Service-M/E/Eltro/Civil/Lab)	Technical Assistant (Mech / Elec / Eltro / Civil / Lab) Additional Technical Assistant Grade-VIII Additional Technical Assistant Grade-IX Head Technical Assistant
52	Jr Safety Inspector Grade-VI Jr Safety Inspector Grade-VII	Junior Safety Inspector Additional Safety Inspector Grade-VIII Additional Safety Inspector Grade-IX Head Safety Inspector
53	Welfare Inspector Grade-VI Welfare Inspector Grade-VII	Welfare Inspector Additional Welfare Inspector Grade-VIII Additional Welfare Inspector Grade-IX Head Welfare Inspector



FORM -H  
MEMORANDUM OF SETTLEMENT

Short Recital of the Case.

1. Career progression of workmen is regulated as per the provisions of Career Development Plan (2008) for Workmen (CDP) and conditions laid down thereunder. The recognised trade unions of CSL has brought issues related to change of career path of certain posts to bring uniformity in approach and also apprised the need for providing appropriate designations to the higher grades of certain new posts which were not considered at the time of finalization of CDP in 2008. Further, a demand was also raised by the trade unions for modification in the eligibility requirements for supervisory posts filled up internally as per CDP (2008) for workmen. Accordingly the following issues were taken up by the unions.

2. Semi Skilled Riggers are appointed in pay scale W-5 and included in the career path III for regulating career advancement. It is also provided that upon reaching Rigger in pay scale W-10 they will move to Career Path VII where they can get career advancement to maximum of pay grade W-12. A Semi Skilled Rigger requires to complete 28 years to reach pay grade W-10 in career path III. The practice prior to CDP 2008 was that Semi Skilled Riggers on getting career advancement to Pay Grade 3 (W-6) will be placed under Channel VI (career path VII). The workmen placed under career path VII require 5 years each for career advancement from one grade to other. The trade unions insisted to follow the past practice on the ground that the Semi Skilled Riggers after having worked 5 years are to be treated appropriately considering the critical job they perform in core functions of CSL like shipbuilding and ship repair.

3. The new cadre posts of Junior Technical Assistant (JTA), Junior Commercial Assistant (JCA) and Junior Finance Assistant (JFA) had come to be operated in the workmen category in the company after implementation of CDP (2008) for Workmen. All the three posts referred above are filled up through direct recruitment in the pay grade of W-7. These posts are included in career path VIII of CDP 2008 for workmen for regulating prospects of career advancement. The designations for the posts of Junior Technical Assistants upon their career advancement to higher Grades in career path VIII had been finalised but no such designations were formed for the posts of JCAs and JFAs. Discussions were held for finding out appropriate designations to the higher grades of these posts under career path VIII.

4. The posts of Storekeeper, Lab Assistant and Stenographer are presently grouped under Career Path VII. The qualification requirement for the post of Storekeeper has already been modified by incorporating three year Diploma in Engineering (Mechanical/Electrical) or Degree with Diploma/PG Diploma in Materials Management and persons recruited accordingly. The recruitment rules for Lab Assistants inter alia specify educational qualifications BSc Physics or Chemistry or Diploma in Mechanical/Chemical/Metallurgy and Diploma holders/graduates persons recruited accordingly. The Stenographers recruited recently possess three year Diploma in Commercial Practice. The trade union find



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CSEU, INTUC

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CSEF (ITU)

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RAJEEV . IS  
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Thasleekh . T . K  
CSEU

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Amm (HR)

there is a disparity compared to other posts having same or similar qualifications but included in career path VIII.

5. Firemen are recruited in pay grade W-5 and the posts are included under career path IV. Earlier CSL had operated the posts of Driver Cum Fire Tender Operator and these posts had not been filled up for quite a long time. Changes were made in the duties of Firemen and those having valid Heavy Duty Vehicle Driving Licence are to perform the duties of Driver Cum Fire Tender. Further the approved practice in the Fire Station is that the senior most Fireman on duty shall be shift in charge in the absence of the Junior Fire Inspector and this cannot be filled as there is no employee available from the feeder cadre in career path VI. The requirement of the trade unions is Fireman upon career advancement to pay grade W-7 shall be shifted to career path VI for regulating further career advancement and designations of grades.

6. Of late due to various reasons the strength of employees in the feeder cadre were reduced and nil in certain trades where promotion on a ratio of 1:12 for supervisors to workmen have agreed and implemented. Considering the existing position of persons occupying the lower grades of these trades in career path VII it is not possible to have workmen in Grade W-10 or W9 with two years experience to become eligible for consideration for selection to supervisory vacancies available to maintain the agreed ratio. In these circumstances the trade unions demanded that the eligibility requirement of pay grade W-9 with two years service in that grade should be reduced in favor of workmen by specifying two years experience in pay grade W-8 wherever candidates in the feeder cadre are not available. This concession was sought for a specific period and can be rolled back when candidates with required eligibility requirements are available for consideration. Supervisory posts which are filled by way of selection from among internal candidates who are in pay grade W-10 and if workmen are not available in that grade workmen in pay grade W-9 who have completed two years in that grade will be considered. To reach the pay grade W-10 it requires 20 years service in all ratio category posts under the Career path VII and for those in pay Grade W-9 to meet the eligibility period 17 years of service is required. The trade union request to reduce the total service period of from 17 years to 12 years to reckon eligibility period for supervisory level posts was not agreed by the management.

7. A sub committee consisting of representatives from both the management and trade unions was nominated to look into the issues raised by the unions with a view to settle them appropriately. The committee held a series of detailed discussions on all the above points. After several rounds of protracted discussions with the trade unions at senior management levels the following agreement on the issues raised has been reached.

#### Terms of Settlement.

- a) This agreement will be valid till such time it is terminated by either party in accordance with the provisions of Industrial Disputes Act 1947. It is agreed between the parties that the settlement shall apply to all workmen on the regular rolls of the company on the date of signing of this settlement and those who join thereafter.



*[Signature]*  
CSEO, INTUC

*[Signature]*  
CSEF (LITW)

*[Signature]*  
SES-BMS

*[Signature]*  
CSEU

*[Signature]*  
Amm (HR)

- b) Semi Skilled Riggers in pay grade W-5 upon their career advancement to pay grade W-6 would be shifted from career path III and placed under career path VII for regulating further career advancements as specified thereof under the CDP.
- c) It has been agreed to promulgate new designations to the higher grades for the posts of Junior Commercial Assistant (JCA) and Junior Finance Assistant (JFA) as detailed under:

Existing Designation in Career path VIII	Proposed Designation in Career path VIII
<b>Junior Commercial Assistant</b>	
Junior Commercial Assistant W-7	No Change
Grade -W8 (No Designation)	Junior Commercial Assistant-SG
Grade -W9 (No Designation)	Commercial Assistant
Grade -W10 (No Designation)	Commercial Assistant t-SG
Grade -W11 (No Designation)	Leading Commercial Assistant W-11
Grade -W12 (No Designation)	Senior Commercial Assistant W-12
Grade -W13 (No Designation)	Head Commercial Assistant W-13
<b>Junior Finance Assistant</b>	
Junior Finance Assistant W-7	No Change
Grade -W8 (No Designation)	Junior Finance Assistant-SG
Grade -W9 (No Designation)	Finance Assistant
Grade -W10 (No Designation)	Finance Assistant-SG
Grade -W11 (No Designation)	Leading Finance Assistant W-11
Grade -W12 (No Designation)	Senior Finance Assistant W-12
Grade -W13 (No Designation)	Head Finance Assistant W-13

- a) The posts of Storekeeper, Stenographer and Lab Assistant with three year Diploma qualification in Engineering (Mechanical/Chemical/ Metallurgy) and Lab Assistant (Chemical) having MSc Chemistry qualification will be transferred to career path VIII for regulating further career advancements as specified thereof under the CDP. This would have effect from 01.01.2018. It has been agreed to modify the recruitment Rules for these posts accordingly.
- b) Firemen having Heavy Motor Vehicle License and performing the duties of driving and operating the Fire Tender upon their career advancement to pay grade W-7 will be transferred to career path VI for regulating further career advancements as specified thereof .
- c) It has been agreed to continue discussion regarding eligibility period of service for consideration for selection to Supervisory posts filled by way of internal selection.



*[Signature]*  
CSED, INTUC

*[Signature]*  
CSEFLCITU

*[Signature]*  
SES-BMS

*[Signature]*  
CSEU

3  
*[Signature]*  
Adm (HR)

d) Any doubts or clarification or interpretation of any provision in this agreement, decision of CMD shall be final and binding on all parties.

Signed on this 20<sup>th</sup> day April 2018

Cochin Shipyard Ltd Represented by

- 1) K J Ramesh, CGM (HR)
- 2) M D Varghese, GM (IR & Admn)
- 3) V J Jose DGM i/c (Finance)
- 4) K K Subramanian, AGM (HR)

*[Handwritten signatures and initials for the Cochin Shipyard Ltd representatives]*

And

Workmen Represented by

1) CSEO

i) John Varghese K

*[Signature]* VICE-PRESIDENT NON-TECH

ii) Sathesh Kumar S

*[Signature]* VICE PRESIDENT TECH

iii) FRANCIS SUMONIK

*[Signature]* Joint Secretary

iv) GIREESH.M

*[Signature]* Treasurer.

v) SAJEEV.P

2) CSEF

i) VINETH.V.R, Code-3643

*[Signature]* Joint Secretary.

ii) RATHEESH.M

*[Signature]* Joint Secretary.

iii) K.P. Velayudhan.

*[Signature]* Treasurer.  
*[Signature]* Secretary

iv) ANIJU.P

3) CSEU

i) A.K. Kishore

General Secretary *[Signature]*

ii) RENJU.P.K-TREASSURER

*[Signature]*

iii) THASLEEKH.T.K

Joint Secretary (Tech)

iv) BABURAJAN. OC vice president (Tech)

v) JOSEPH VIJU (vice president non tech)



- 4) SES
- i) SURENDRAN. V.N Joint Secretary *Surendran*
  - ii) RAJEEV. T'S WORKING PRESIDENT *Rajeev*
  - iii) SASI KUMAR. K.N VICE PRESIDENT *Sasi*
  - iiii) L'JU.M. ~~VICE PRESIDE~~ TREASURER *L'JU.M.*

Witness

- i) A.K. SUBASH, DGM&WO, CSL *A.K. Subash*
- ii) ARUN V, MEAWO *Arun V*

