

From,

01 Feb 2024

To,

The Public Information Officer  
Cochin Shipyard Limited.  
Cochin 15.

**Sub: Request for information under Right to information Act 2005**

Dear Sir,

I hope this letter finds you well. I am writing to request information regarding the promotion selection details as per the Ref Office Order No. PERL/18(16)/94-VoI. IV dated 18 Dec 2023 in accordance with the Right to Information Act for which I have deposited the fee of Rs 10/- through IPO No. 57F 958062

I would like to know the criteria, process and outcomes of the promotion process held on the above-mentioned office order.

So, I kindly request you to provide photocopies of the following documents as early as possible.

- 1) Following promotion details to the post of AM(Mechanical), AM(Electrical), AM(Electronics), AM(Instrumentation), AM(Materials), AM(Finance), AM(Administration) and AM (Welfare).
  - a. Copy of CSL Vacancy notification No. PERL/18(16)/94-VoI. IV dated 18 Dec 2023.
  - b. Details of name, designation, qualification, experience in feeder category and employee code number of the candidates applied for the above post.
  - c. Details of higher qualifications considered for the above selection post as per the clause no.2.1 and 2.5 of Policy on procedure for selection of internal candidates to E1 Grade. (CSL/QMS/P&A/PCMM/COMM/POL24)
  - d. Photocopy of the written examination question paper and answer key.
  - e. Details of the cut off mark selected for the written examination.
  - f. Photocopy of all applicant's answer sheet.
  - g. Consolidated list of Merit List of all the candidates with details of marks obtained in written exam, performance appraisal, seniority, interview and any other criteria for selection to be included.

In accordance with the RTI act I kindly request that you to provide this information at your earliest convenience. Your prompt attention to this matter is highly appreciated, and I look forward to receiving the necessary details to ensure transparency and accountability.

Thank you for your cooperation

Yours Faithfully



CSL/SEC/CS/CORRESP/RTI/2024/1

March 18, 2024

## **Sub: Information Under Right to Information Act**

Dear Sir,

1. Please refer your RTI request dated February 01, 2024, received by the undersigned on February 20, 2024. The reply to the information sought under the said request relating to the internal promotions to various Assistant Manager (E-1) posts of the Company against Office Order Ref No. PERL/18(16)/94-Vol.IV dated December 18, 2023 is given below:

- (i) Copy of CSL Vacancy notification No. PERL/18(16)/94-Vol. IV dated 18 Dec 2023.

### **Reply**

As prescribed by the Rules framed under the Right to Information Act, 2005, an additional fee of Rs. 2 per page shall be paid for providing the information. The information sought consists of 4 pages and accordingly, you are requested to pay an amount of Rs. 8 for providing the same.

- (ii) Details of name, designation, qualification, experience in feeder category and employee code number of the candidates applied for the above post.

### **Reply**

The information sought is personal information related to a third party, the disclosure of which has no relationship to any public activity or interest. The disclosure of such information would cause unwarranted invasion of the privacy of the individual and is also not warranted in the larger public interest. Hence the same is exempt from disclosure pursuant to Section 8(1)(j) of the Right to Information Act, 2005.

- (iii) Details of higher qualifications considered for the above selection post as per the clause no.2.1 and 2.5 of Policy on procedure for selection of internal candidates to E1 Grade. (CSL/QMS/P&A/PCMM/COMM/POL24)

### **Reply**

The qualifications considered for the above referred promotions for the Supervisors coming under Category A and B is as prescribed under Clause 2.5.1 (i) & (ii) of the Policy on Procedure for selection of Internal candidates to E-1 Grade and the qualifications considered for the Supervisor coming under Category C is ITI Electronic Mechanic in compliance with Clause 2.5.1(iii) of the Policy on Procedure for selection of Internal candidates to E-1 Grade.





As prescribed by the Rules framed under the Right to Information Act, 2005, an additional fee of Rs. 2 per page shall be paid for providing the information. Hence, you may please pay an amount of Rs. 2 for providing the relevant extracts of the Policy on Procedure for selection of Internal candidates to E-1 Grade.

- (iv) Photocopy of the written examination question paper and answer key.

**Reply**

As prescribed by the Rules framed under the Right to Information Act, 2005, an additional fee of Rs. 2 per page shall be paid for providing the information. The information sought consists of 117 pages and accordingly, you are requested to pay an amount of Rs. 234 for providing the same. Please note that there were no applications received for the posts of AM (Instrumentation) and AM (Materials) and hence question paper and answer key for the said posts are not available. Further, no answer key is available for descriptive type test.

- (v) Details of the cut off mark selected for the written examination.

**Reply**

The cut-off marks for the written test with respect to the above promotions is prescribed at Clause 3.2 of the Policy on Procedure for selection of Internal candidates to E-1 Grade.

As prescribed by the Rules framed under the Right to Information Act, 2005, an additional fee of Rs. 2 per page shall be paid for providing the information. Hence, you may please pay an amount of Rs. 2 for providing the relevant extracts of the Policy on Procedure for selection of Internal candidates to E-1 Grade.

- (vi) Photocopy of all applicant's answer sheets.

- (vii) Consolidated list of Merit List of all the candidates with details of marks obtained in written exam, performance appraisal, seniority, interview and any other criteria for selection to be included.

**Reply (vi) & (vii)**

The information sought is personal information related to a third party, the disclosure of which has no relationship to any public activity or interest. The disclosure of such information would cause unwarranted invasion of the privacy of the individual and is also not warranted in the larger public interest. Hence the same is exempt from disclosure pursuant to Section 8(1)(j) of the Right to Information Act, 2005.

2. The information sought under your above referred request consists of a total of 123 pages and accordingly, you are requested to remit an amount of Rs. 246 through Postal Order, Demand Draft or Bankers Cheque in favour of Cochin Shipyard Limited, for providing the same.



3. 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 Bejoy Bhasker, Director (Technical) & Appellate Authority, Cochin Shipyard Limited, Administrative Building, Cochin Shipyard Premises, Perumanoor, Kochi – 682 015.

**Thanking You,**



**Yours faithfully,**

**Syamkamal N**

**Company Secretary & CPIO**