



No. AAI/ER/RTI/PIO/2026/851

Dated : 09.02.2026

To,  
Shri Biswanath

Subject : Information under RTI Act. 2005.

Sir,

Reference is made to your online RTI application Registration no. AAIKO/R/E /26/00009 dated 16.01.2026.

Enclosed herewith please find information which is received in respect of your above mentioned RTI application.

Encl : As state above.

Sincerely Yours,

( M. H. Adil )  
General Manager(Engg)/ PIO-RHQ-ER  
NSCBI Airport, Kolkata

However, if you are not satisfied with the reply/information, you have the option to file an appeal within 30 days from the date of receipt of reply/information to the First Appellate Authority. The details of First Appellate Authority is given below:

To  
Shri Himadri Shekhar Biswas, Officiating RED(ER)/First Appellate Authority (FAA),  
Airports Authority of India, Regional Head Quarters,  
Eastern Region, N.S.C B.I. Airport, Kolkata-700 052



No. AAI/RHQ/ER/RTI-2005/

Dated: 05.02.2026

**INTRA OFFICE NOTE**

**Subject: - Information under RTI Act, 2005 – Biswanath ...reg**

Reference RTI application Registration No. AAIKO/R/E/26/00009, dated 16/01/2026 vide which Biswanath of Cuttack Odisha has filed the RTI application in respect of the Direct Recruitment for the post of Sr Assistant (Accounts) vide Advt No. ER/02/2024.

2. The requisite information as sought vide aforesaid RTI Application is as under:

Sl No	Information sought	Reply
1	Total number of candidates applied category wise for the post of Senior Assistant Accounts (Adv No. ER/02/2024)	The recruitment process is still under process. Hence, cannot be disclosed U/s 8(d) of the RTI Act.
2	Please provide category wise breakup of the candidates shortlisted for Document Verification and Computer Literacy Test for the post of Senior Assistant Accounts (Adv No. ER/02/2024) vide result published on 12/01/2025.	
3	Please provide the HR Policy in respect of the ratio in which candidates are shortlisted for Document Verification and Computer Literacy Test.	As per AAI CHRM Circular No. 34(b)/2019 dated 11/2/2024 (copy attached)

Submitted please.

संगिता  
05/02/26

(Sangita Jana)  
Asstt. Manager (HR)

Sr. Manager (HR)

Jt. General Manager (HR)

Medhulika  
9/2/2026



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आज़ादी का  
अमृत महोत्सव

भारतीय विमानपत्तन प्राधिकरण  
AIRPORTS AUTHORITY OF INDIA

F.No. A.60011/34/2016/62287/HRPC/52

11<sup>th</sup> March 2024

The Regional Executive Director  
Airports Authority of India  
NR/WR/ER/SR/NE Region  
New Delhi/Mumbai/Kolkata/  
Chennai/ Guwahati  
The Airport Director  
Airports Authority of India  
Kolkata/Chennai Airport  
The Principal,  
Civil Aviation Training College (CATC)  
Bamrauli, Prayagraj

The Executive Director,  
Airports Authority of India  
RCDU/FIU,  
New Delhi

The Director,  
Indian Aviation Academy  
New Delhi  
The General Manager  
Airports Authority of India  
CRSD/E&M Workshop  
New Delhi

CHRM Circular No. 34(b)/2019

Sub: Calling of candidates for Recruitment in AAI

Reference CHRM circular no. 34(a)/2019 dated 05.07.2022, the competent authority has approved that for Direct Recruitment (through CBT and Gate Marks), the number of candidates to be called for document verification shall be 1.50 times of the vacancies instead of 1.25 times.

2. The action / process of one advertisement will be completed before starting the next recruitment process and the unfilled vacancies are accounted for. Before initiating the next recruitment process, closure of previous process will be published on AAI website in order to avoid any ambiguity amongst the candidates.

*R. Prabhu*  
( R Prabhu )

Executive Director (HR)

Distribution: -

- OSD to Chairman
- DGM (ES) to Member (HR)/ Member (ANS)/ Member (Ops & Plg) / Member (Fin)/ CVO
- All HoDs / All GM (HR) at CHQ
- GM (IT) for uploading on AAI Website
- GS, AAIEG/ GS, ATCG(I)/ GS, IAAIOA/ GS, AAEU / GS, AAI SC/ST EWA / GS, AAI SC/ST/OBC (NE) EWA
- Hindi version will follow