



भारतीय विमानपत्तन प्राधिकरण
AIRPORTS AUTHORITY OF INDIA
क्षेत्रीय मुख्यालय, दक्षिणी क्षेत्र, चेन्नई
REGIONAL HEADQUARTERS, SOUTHERN REGION, CHENNAI



सं./ Ref: भाविप्रा/द. क्षेत्र/ सूचना अधिकार/2026 AA1/SR/RTI/2026/E-02 आरटीआई - समयबद्ध /RTI - TIME BOUND
दिनांक / Date : 26.02.2026

सेवा में / To

श्री / Shri. Arun Lenin
Kerala

विषय / Sub : सूचना अधिकार अधिनियम, 2005 के अंतर्गत माँगी गई सूचना श्री. अरुण लेनिन के आवेदन के संबंध में / Information under RTI Act, 2005- Application of Shri. Arun Lenin - reg

संदर्भ /Ref : AAICH/R/E/26/00002 dated 02.01.2026

महोदय / महोदया / Sir/ Madam,

कृपया आपके ऑनलाइन के माध्यम से प्राप्त सूचना अधिकार के अनुरोध के संबंध में।
Reference may please be made to your online RTI Request as above.

इस संबंध में उक्त सूचना के संरक्षक द्वारा प्रदान की गई अपेक्षित सूचना कृपया इसके साथ संलग्न है।
In this regard, the information furnished by the custodian of information is attached herewith.

यदि आप उक्त उत्तर/सूचना से संतुष्ट नहीं हैं, तो आपके द्वारा प्रथम अपील प्रधिकारी के समक्ष 30 दिनों के अंदर अपील किया जा सकता है। In case, you are not satisfied with the reply/information, you may prefer an appeal within 30 days to the First Appellate Authority

प्रथम अपील प्रधिकारी के संबंध में विवरण निम्न है। The details of FAA are given below.

एम. राजा किशोर / M.Raja Kishore
क्षेत्रीय कार्यपालक निदेशक / प्रथम अपील प्रधिकारी
Regional Executive Director/First Appellate Authority
भारतीय विमानपत्तन प्राधिकरण / Airports Authority of India
क्षेत्रीय मुख्यालय, दक्षिणी क्षेत्र / Regional Headquarters, Southern Region
चेन्नई हवाई अड्डा / Chennai Airport
चेन्नई / Chennai - 600 016
दूरभाष / Phone No.: 044-22561234
ई मेल / Email : redsr@aai.aero

भवदीय / Yours faithfully,

(बी. मुरलीधरन / B. MURALIDHARAN)
महाप्रबंधक (मानव संसाधन)- क्षेत्र. मु. द. क्षेत्र
General Manager (HR)-RHQ-SR
जन सूचना अधिकारी - सूचना अधिकार
PUBLIC INFORMATION OFFICER-RTI

संलग्न/Encl.: यथोपरि/As above



AIRPORTS AUTHORITY OF INDIA / भारतीय विमानपत्तन प्राधिकरण

SOUTHERN REGION: CHENNAI – 16/ दक्षिणी क्षेत्र, चेन्नै - 16

मानव संसाधन प्रबंधन विभाग / DEPARTMENT OF HUMAN RESOURCE MANAGEMENT

/द.क्षे/आर.टि.आई/ईए/AAI/SR/RTI /EA/R&P/

दिनांक/Dated : 05/02/2026

OFFICE NOTE

विषय / Sub: Information under RTI Act-2005 – Shri.Arun Lenin, Trivandrum -Reg.

Reference RTI online Registration no. AAICH/R/E/26/00002 dated 02.01.2026 submitted by **Shri.Arun Lenin, Trivandrum** seeking information under RTI Act, 2005.

The requisite information is furnished below :-

S.No	Information sought	Reply
1	I hereby request certified copies of statutory records, administrative documents, internal communications, decision making materials relating to the following. 1. Lateral Movement Notification No AAI/SR/2-1(8)/Ops/EA/R&P/2023 dated 24-07-2023. 2. Selection or Appointment Order No AAI/SR/M/2-1(8)/Ops/EA R&P dated 09-02-2024. 3. Consequential impact on seniority , promotional hierarchy, cadre management, and statutory career progression within the operations Department in Southern Region. Accordingly , the following information is sought AAI RECRUITMENT AND PROMOTION REGULATIONS AND SENIORITY Certified copy of AAI Recruitment and Promotion Regulations 2020 with annexures, amendments, corrigenda, clarifications, office orders, internal instructions, and file notings including vetting under section 42 of the AAI Act.	For Recruitment & Promotions Regulations 2020, Please visit AAI website under following URL. https://www.aai.aero/sites/default/files/rtidir/ Gazette-Notification-AAI-R%26P-2020-FULL.pdf Other certified copies sought by the applicant is not specific.

मानव संसाधन प्रबंधन विभाग, क्षेत्रीय कार्यालय दक्षिणी क्षेत्र चेन्नई 600 016

HRM DEPARTMENT : RHQ : SOUTHERN REGION : CHENNAI : 600 016



AIRPORTS AUTHORITY OF INDIA / भारतीय विमानपत्तन प्राधिकरण

SOUTHERN REGION: CHENNAI – 16/ दक्षिणी क्षेत्र, चेन्नई - 16

मानव संसाधन प्रबंधन विभाग / DEPARTMENT OF HUMAN RESOURCE MANAGEMENT

S.No	Information sought	Reply																											
2.	Certified copies of seniority lists before and after 16/01/2020 , rules on counting of past service including protective clauses, treatment of service before and after 29-08-2011 and office orders on seniority fixation including under Regulation 3.5 and Regulation 3.6.	It relates to personal information, the disclosure which has no relationship to any public activity or interest as per section 8(1)(j) of RTI Act, 2005.																											
3.	Certified statement of cadre strength (Executive and Non Executive) as on 31-12-2019 , 16-01-2020 and each year up to 2026 till date.	<table><tr><th>Year</th><th>Exe</th><th>Non-Exe</th></tr><tr><td>2019</td><td>2573</td><td>1801</td></tr><tr><td>2020</td><td>2511</td><td>1756</td></tr><tr><td>2021</td><td>2439</td><td>1677</td></tr><tr><td>2022</td><td>2598</td><td>1542</td></tr><tr><td>2023</td><td>2781</td><td>1462</td></tr><tr><td>2024</td><td>2870</td><td>1509</td></tr><tr><td>2025</td><td>2709</td><td>1396</td></tr><tr><td>2026 as on date</td><td>2710</td><td>1411</td></tr></table>	Year	Exe	Non-Exe	2019	2573	1801	2020	2511	1756	2021	2439	1677	2022	2598	1542	2023	2781	1462	2024	2870	1509	2025	2709	1396	2026 as on date	2710	1411
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4.	Seniority lists of Superintendent and Senior Superintendent (Operations) and allied disciplines showing inter se placement before and after lateral movement.	No such seniority list maintained.																											

मानव संसाधन प्रबंधन विभाग, क्षेत्रीय कार्यालय दक्षिणी क्षेत्र चेन्नई 600 016

HRM DEPARTMENT : RHQ : SOUTHERN REGION : CHENNAI : 600 016



AIRPORTS AUTHORITY OF INDIA / भारतीय विमानपत्तन प्राधिकरण

SOUTHERN REGION: CHENNAI – 16/ दक्षिणी क्षेत्र, चेन्नई - 16

मानव संसाधन प्रबंधन विभाग / DEPARTMENT OF HUMAN RESOURCE MANAGEMENT

B.LATERAL MOVEMENT PROCESS		
1.	Certified copies of eligibility scrutiny statements, evaluations sheets , and Screening Committee minutes including verification of qualifications, valid LMV licence as on 07-08-2023, minimum two years experience in parent discipline, and retirement related conditions.	(1) Notification dated 24.07.2023 regarding eligibility for lateral movement process enclosed. (2) The other information sought by the applicant is exempted under section 8(1)(j) of RTI Act.
2.	Certified copies of clarifications, circulars, or legal opinions on the effect of lateral movement on seniority , pre and post February 2024 seniority lists and records of any alteration or reinterpretation of seniority.	CHQ circular no. AAI/EDPA/2-33/2003 dated 25.03.2003 is enclosed .
3.	Certified copies of legal or administrative authority permitting placement of laterally moved officials above regular promotees including HR or legal opinions and Competent Authority approvals.	Question is not specific.
4.	Certified records explaining interpretation and application of Clause 2(d) of the lateral movement circular and whether service in operations is being counted as full services.	CHQ circular no. AAI/EDPA/2-33/2003 dated 25.03.2003 is enclosed.
5.	File movement Approvals and notings a. All movement sheets approval sheets internal correspondence and draft proposals related to Notification 24-07-2023 and Order 09-02-2024	It relates to personal information, the disclosure which has no relationship to any public activity or interest as per section 8(1)(j) of RTI Act, 2005.
	a. Final approval of competent Authority confirming compliance with eligibility criteria	
6.	Departure from Regular Promtional Channel, Certified records showing a. Reasons administrative necessity or necessity or exigency for adopting lateral movement instead of regular promotion.	CHQ circular no. AAI/EDPA/2-33/2003 dated 25.03.2003 is enclosed.

मानव संसाधन प्रबंधन विभाग, क्षेत्रीय कार्यालय दक्षिणी क्षेत्र चेन्नई 600 016

HRM DEPARTMENT : RHQ : SOUTHERN REGION : CHENNAI : 600 016



AIRPORTS AUTHORITY OF INDIA / भारतीय विमानपत्तन प्राधिकरण

SOUTHERN REGION: CHENNAI – 16/ दक्षिणी क्षेत्र, चेन्नई - 16

मानव संसाधन प्रबंधन विभाग / DEPARTMENT OF HUMAN RESOURCE MANAGEMENT

b. Assessment of impact on career progression of employees due for promotion in 2027.	No such information is available.
c. Any note or file considering natural justice or statutory rights under R and P Regulations.	Question is not specific.

Through – Joint General Manager (HR)-SR

(B. Mahikandan)
Asst. Manager(HR)

सेवा में/To :

महा प्रबंधक(मा सं), पी.आई.ओ /द क्षेत्र /General Manager(HR)- PIO / SR, Chennai

मानव संसाधन प्रबंधन विभाग, क्षेत्रीय कार्यालय दक्षिणी क्षेत्र चेन्नई 600 016

HRM DEPARTMENT : RHQ : SOUTHERN REGION : CHENNAI : 600 016



No.AAI/SR/2-1(8)/Ops)/EA/R&P/2023

Date: 24-07-2023

To:
The Airport Director, AAI, Chennai Airport

GM (CIC), AAI, Bengaluru / Hyderabad

The Airport Director, AAI, Calicut / Coimbatore / Visakhapatnam, Agatti / Hubli / Madurai / Rajahmundry / Tirupathi / Trichy / Vijayawada/Bellary / Cuddapah / Donakonda / Gulbarga / Kancheepuram / Khammam / Mysore / Belgaum / Pondicherry / Salem / Tuticorin / Vellore / Vikarabad / Warangal/Kannūr

Jt.G.M.(CIC), AAI, Cochin, Coordination-in-charge, AAI, Mangalore / Trivandrum

Sub: FILLING UP THE VACANCIES OF SUPDT(OPS) ON LATERAL MOVEMENT BASIS

Sir/Madam,

Applications are invited from willing departmental employees, who are holding the post of Superintendent / Sr. Superintendent (NE-8/NE-9) in all disciplines, for filling up the vacancies of Superintendent (Ops) on lateral movement basis for a period of two years. The eligibility criteria / Mode of selection/Syllabus etc., is given below :-

No. of posts to be filled	06
Analogous post on regular service	Supdt./Sr.Supdt.(NE-8/9) in all Discipline
Qualification	Essential: Graduate with LMV License. Preferred: Dip in Management
Driving	Possession of Valid LMV licence as on 07.08.2023
Experience	02 Years relevant experience in concerned discipline as on 07.08.2023
Mode of Selection	Written examination and Trade Test (Driving test)
Syllabus	a)50% questions on subject relating to educational qualifications prescribed for the post & Airport Operations. b) 50% on General Knowledge, General Intelligence, General Aptitude, English etc

Note: The applicants who are due for superannuation within three years (on the last date of submission of application i.e. 07.08.2023) are not eligible to apply.

..2

J. E. Harris Kumar
24.7.23

2. Further, the lateral movement will be subject to the following conditions :

- (i) Two Years relevant experience in concerned discipline
- (ii) Preference will be given to employees who already worked in operation department, which shall be certified by HOD(Ops) of respective station.
- (iii) The period of lateral movement will be maximum of two years and employees will be allowed to keep an active lien during this period.
- (iv) The seniority of the employee concerned during lien period shall be maintained in his/her parent cadre. Accordingly, his/her career advancement shall take place in the parent cadre only.
- (v) In case the management decides for permanent absorption after two years:
 - (a) before completion of maximum period of two years, employees shall have to exercise a conscious option for permanent absorption in the borrowing cadre or revert to the parent cadre.
 - (b) Once opted for permanent absorption in the borrowing cadre, employees shall not be allowed to keep lien in the lending cadre. Accordingly, his/ her career advancement shall take place in the borrowing cadre only.
 - (c) Options once exercised for permanent absorption in the borrowing discipline/ cadre shall be final.
 - (d) "Laterally moved employees will be eligible for further promotions in the new disciplines only on their permanent absorption in such disciplines. For the purpose of eligibility for promotion, only half of their regular service in parent discipline in the grade shall be considered. In case of any lateral movements done by the management for administrative reasons, full service in parent discipline in the grade shall be considered for further promotions.
 - (e) In case of permanent absorption to the new Directorate/discipline, the incumbents will be governed by the terms & conditions as applicable to the new Directorates with regard to transfers, allotment of accommodation, nature of duties, whether operational/non-operational etc.

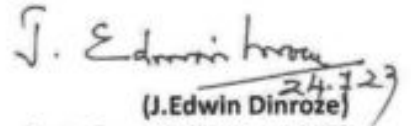
3. The Departmental candidate's admission to the examination/short listing for subsequent stages of selection process is strictly provisional. The mere fact that the call letter has been issued to the employee does not imply that his/her candidature has been finally cleared. The Appointing Authority would be free to reject any application, at any stage of the process, in case it is detected at any stage that the candidate does not fulfil the eligibility norms".

J. Edwin Kumar
24.7.23 ..3

4. The officials who do not join their new place of posting consequent upon their selection on lateral movement to ex -cadre posts due to any reason, will be debarred automatically for three years for consideration for lateral movement to ex -cadre posts besides recovery of TA/DA claimed if any.
5. The applicant would be required to obtain NOC from HOD of his/her parent department , failing which the application would not be entertained.
6. The posts will be filled on Lateral Movement basis for a period of two years only.
7. **The selected departmental candidates are liable to be posted anywhere in Southern Region.**
8. The content of this letter may please be circulated widely among all the employees at the airports and applications from the eligible candidates may be obtained in the enclosed proforma and forwarded to this office along with the certified Photostats of the certificates, valid LMV license etc., on or before **07.08.2023**. If no application is received by the stipulated date, the information will be treated as NIL. No belated applications will be entertained.
9. This issues with the approval of Competent Authority.

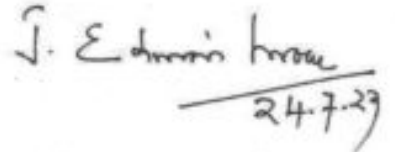
Encl : As above

Yours faithfully,


(J. Edwin Dinroze)

Asst. General Manager (HR)
For Regional Executive Director

INTERNAL: All HOD's / PS to RED / RS- SC/ST EWA, SR / Chennai Airport / RS- SC/ST/OBC (Non Executives), EWA, SR / Chennai Airport / Notice Boards


24.7.23

PROFORMA**APPLICATION FOR THE POST OF SUPDT.(OPS) ON LATERAL MOVEMENT
BASIS-2023****(To be filled in Capital Letters)****1) NAME :****2) DESIGNATION :****3) PRESENT STATION OF POSTING :****4) DATE OF BIRTH :****5) DATE OF JOINING IN AAI :****6) DATE OF JOINING IN THE PRESENT GRADE:****7) COMMUNITY :****8) EDUCATIONAL QUALIFICATION :**

NAME OF EXAM	NAME OF SCHOOL/UNIVERSITY	MONTH AND YEAR OF PASSING	MAIN SUBJECT	% OF MARKS

9) DRIVING LICENSE DETAILS**(a) DATE OF ISSUE OF LMV :****(b) VALIDITY UPTO :****10) DETAILS OF EXPERIENCE(Concerned APD/HOD) :****Should certify that individual possess****Experiences in operational area /operations
department if any.,)**

DECLARATION & UNDERTAKING

It is certified that the information furnished above is true & correct to the best of my knowledge and belief.

I hereby undertake that in the event of my selection to the post of Superintendent (OPS) in Airports Authority of India, I am willing to be posted anywhere in AAI, Southern Region.

Place:

Date:

SIGNATURE OF THE CANDIDATE

NOC

In the event of selection to the post of Superintendent (OPS), there is no objection to relieve Shri to operations Department.

Place :

Date :

SIGNATURE OF HOD WITH SEAL

CERTIFICATE

Certified that the above particulars have been verified from the service records of the above official and the same is found correct thereby fulfill the eligible criteria. It is also certified that no disciplinary case is pending / contemplated against official.

Signature of HOD of HR
With Name & Designation
(OFFICE SEAL)

No. AA/EDPA/2-33/2003

भारतीय विमानपत्तन प्राधिकरण
AIRPORTS AUTHORITY OF INDIA
Dated: 25.03.2003

The Regional Executive Director
Delhi/Kolkata/Chennai/Mumbai/Guwahati

The Airport Director, IAD
Delhi/Mumbai/Kolkata/Chennai/Trivandrum

The Airport Director, NAD

The Principal CATC,
Allahabad

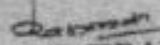
The General Manager
RC&DU/CRSD/E&M Workshop

Sub: Policy on Lateral Movement of Executives and Non-Executives

Sir,

The subject matter was under consideration for quite sometime and now with the approval of the Competent Authority, broad policy guidelines have been finalized. The copy of the guidelines thus finalized is enclosed for reference and compliance, where applicable.

Yours faithfully,


(P. RAJENDRAN)
Executive Director(Pers. & Admn.)

Copy to:

1. ED(P&A), IAD
2. All HoDs in the Corporate Office and Operational Offices
3. Sr.EA to Chairman
4. EA to Membe(Fin.)/Member(Plg./Ops)/CVO

राजीव गांधी भवन
Rajiv Gandhi Bhavan

सफदरजंग हवाई अड्डा, नई दिल्ली-110003
Safdarjung Airport, New Delhi-110003

दूरभाष : 4632250
Phone : 4632250

फैक्स : 4632250
Fax : 4632250

Sub: Policy on Lateral Movement of Executives and Non-Executives to various new Directorates.

With a view to effect possible down-sizing of the Organisation and also to provide opportunities to existing employees, AAI had decided that in future, all newly created vacancies/unfilled vacancies in various new Directorates in particular and in few Directorates in general will be filled by lateral movement basis from among Executives/Non-Executives holding analogous posts in substantive grade. This is to ensure career progression as well. The following are the general policies on the subject:

1.1 All vacancies will be filled up only on lateral movement basis from among Executives/Non-Executives holding analogous posts in any discipline and also possessing the essential educational qualifications.

1.2 The Executives/Non-Executives moved on lateral basis to the new Directorates will hold an active lien for a period not more than of two years.

1.3 During the period of active lien, all employees moved on lateral basis, will continue to have his active seniority maintained in his parent cadre. Also any promotion, upgradation etc. if granted, during the period of lien, the employees will continue to have the benefit of such promotions/upgradations.

1.4 Before completion of the maximum period of active lien, the Executives/Non-Executives moved laterally to other Directorates/disciplines will have to exercise his/her option clearly expressing choice of permanently opting for the new discipline or reverting to the parent cadre/discipline.

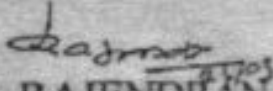
1.5 Laterally moved employees will be eligible for further promotions in the new disciplines only on their permanent absorption in such disciplines. For the purpose of eligibility for promotion, only half of their regular services in parent discipline in the grade shall be considered. In cases of any lateral movements done by the Management for administrative reasons, full service in parent discipline in the grade shall be considered for further promotions.

1.6 Options/willingness once exercised for permanent absorption/lateral movement to new Directorates/discipline shall be final. In case of refusal to accept lateral movement on selection due to any reasons, all expenses incurred by Authority shall be recovered from the employee.

1.7 All lateral movements shall be vacancy based and by selection through interviews and also written tests, if needed.

1.8 On permanent absorption to the new Directorate/discipline, the incumbents will be governed by terms & conditions as applicable to the new Directorate with regard to transfers, allotment of accommodations, nature of duties, whether operational/non-operational etc. etc.

1.9 During the period of lateral movement, the employees will be governed by the general Proficiency Scheme and not by the rating allowances.


(P. RAJENDRAN)

Executive Director(Pers. & Admn.)