

**PROCEEDINGS OF THE CHIEF ENGINEER, IRRIGATION & ADMINISTRATION  
THIRUVANANTHAPURAM**

// Present : BIJU D //

Sub :- Estt. - Irrgn. - Appointment to the post of 1<sup>st</sup> Grade Draftsman/1<sup>st</sup> grade Overseer (Civil) on 13900-24040(PR) in the Irrigation Department (Direct recruitment from department candidate from Irrigation only ) Posting Orders issued - reg

Read:- Advice Memo No.RE IV (3) 740/2015 dated :13-05-2020 of the Regional Officer, Regional Office of the Kerala Public Service Commission, Ernakulam.

**ORDER NO.A4-29649/2017 DATED :09/06/2020**

- (1) The Regional Officer, Regional Office of the Kerala Public Service Commission, Ernakulam has advised one (1) candidates for appointment to the post of I Grade Draftsman/Overseer (Civil) (Statewide) in the scale of pay 13900-24040(PR) under direct recruitment in the Irrigation Department(Direct recruitment from department candidate from irrigation only) as per reference cited. The candidates advised are provisionally appointed as 1<sup>st</sup> Grade Draftsman/1<sup>st</sup> Grade Overseer (Civil) in Irrigation Department under Rule 9 (a)(i) of the General Rules of the Kerala State and Subordinate Service Rules 1958 and posted to the office noted against their name.
- (2) The candidate should be admitted for duty only on verification of the Original Certificates to prove:
  - (a) Date of Birth
  - (b) Educational Qualification
  - (c) In the case of candidates whose community is also noted in the advice list, the same may be verified with prescribed community Certificates
- (3) The candidate should submit a Medical Certificate as prescribed in GO(P) No. 20/2011/P&ARD dated 30/06/2011 from a Medical Officer not below the rank of a Civil Surgeon.
- (4) The details regarding the movable and immovable properties should be submit at the time of joining service in the format appended with G.O(P) No. 171/2016/Fin dated 15.11.2016.
- (5) The candidate appointed to the post of I Grade Draftsman/Overseer(Civil) will be on Probation for a period of two years, within a continuous period of three years from the date of joining duty in this Department.

- (6) The candidates appointed will report for duty where they are posted within Fifteen days from the date of receipt of this order with necessary certificates in original Shown in Para 2 above.
- (7) Duly filled Annexure I Form for Police Verification (as per GO(P)No.79/2009/Home dated 05/06/2009) should be duly filled up and submitted at the time of joining duty in this Department. The candidate should enroll in the SLI, GIS, GPF & NPS as per rules.
- (8) Application for correction of Date of Birth, if any, needed shall be made within five years from the date of entry in service as per GO(P)No.45/91/P&ARD dated 20/12/91.
- (9) In case if the candidate has not reported for duty within the specific period, the fact may be reported to this office along with their One Time Verification certificates by Registered Post with AD.
- (10) The Reporting officer should satisfy himself about the identity and signature of each candidate before he/she is allowed to join duty. For this purpose, *a copy of One Time Verification Certificate which includes the scanned image of photo and signature of the candidate* is enclosed here with after noting therein his/her Sl. No. in the advice letter, *the original of which will be produced by the candidate at the time of reporting for duty. A candidate who fails to produce original One Time Verification Certificate shall not be admitted to duty under any circumstance.* The photograph and the signature of the candidates may be verified and the fact may be recorded by the reporting officer on the *Original One Time Verification certificate* itself. If there is any discrepancy the candidate should not be allowed to join duty and the facts should be reported to this office forthwith. **The reporting officer should follow all the instructions in the advice referred above before the candidate is allowed to join duty.** After the candidate is allowed to join duty, *the Original One Time Verification certificate shall be kept under the safe custody of the reporting officer. The reporting Officer shall forward an attested copy of the relevant pages of the Service book of the incumbent to this office along with the original One Time Verification Certificate after recording necessary entries on the 2<sup>nd</sup> page to this office for obtaining Verification Certificate from Kerala Public Service Commission.*
- (11) The date of joining duty of the candidate appointed should be reported to this



office immediately after the candidate joined duty.

12) The original non-creamy layer certificate/community certificate of the candidates advised against reservation turns should be verified at the time of joining duty.

(13) The above appointment is subject to :

- (i) Rule 3 (c) of General Rules of KS & SSR 1958 and
- (ii) liable for summary termination if brought to adverse remarks as a result of subsequent verification of character and antecedents.

Sd/-  
CHIEF ENGINEER

- Encl: 1. One Time Verification Certificate 1 No.  
2. **Annexure - 1** (List of candidates with Sl. No., Name and Address, Office to which posted, Office to which reported)  
3. **Annexure -2** (PSC Advice list No.RE IV (3) 740/2015 Dated:13-05-2020)

Forwarded/By Order

  
Administrative Assistant

BY REGISTERED POST WITH A/D

Copy to :

Documents to be forwarded to this office after joining/not joining of the candidate

1. *Joining Report with Annexure-1(Police verification form ) photo attested and duly signed by the Reporting Officer, immediately after joining duty.*
2. *Original One Time Verification Certificate after recording necessary entries on the 2<sup>nd</sup> page(Part- II)*
3. *Attested copies of relevant pages of Service Book ( Pages 1 to 5 &15)*
4. *In the case of not joining candidates, NJD report with the OTVC received with this order.*



**KERALA PUBLIC SERVICE COMMISSION  
REGIONAL OFFICE, ERNAKULAM**

No. RE IV (3) 740/15

Ernakulam

Dated: 13.05.2020

From

The Regional Officer  
Kerala Public Service Commission  
Regional Office, Ernakulam

To

The Chief Engineer  
Office of the Chief Engineer  
Irrigation Department  
Public Office Building  
Thiruvananthapuram-33

Number of candidates included in the List	01
Number of candidates in the list is below	02
Total Number of pages	03

Sir,

**Sub: Advice for appointment as I<sup>st</sup> Grade Overseer/ Draftsman (Civil) (Direct Recruitment from Departmental Candidates of Irrigation Department Only), on ₹ 13900-24040/- in the Irrigation Department against 01 (ONE) FRESH Vacancy.**

**Ref: E-Vacancy Proforma ID:- 9745 dated 16.04.2020**

\* \* \* \* \*

In reply to your letter referred to above, I am to inform you that the/each candidate named below has been advised for appointment to the post mentioned above and has been informed of the advice.

It will be necessary for you to inform the/each candidate when and where he/she must join duty. He/she must satisfy you that he/she complies with the rules as to health before the appointment is made. **A medical certificate as prescribed in GO(P)No. 20/2011/P&ARD dtd 30.06.2011 shall be obtained from each candidate before appointment.** As ordered in G.O.(Ms) No. 170/74/PD/Public Services(D) dated 18.07.1974, the appointing authority has to obtain the necessary details of the candidate duly filled up in the prescribed proforma and to make necessary arrangements for the verification of character and antecedents of the candidate/s. But before the character and antecedents of the candidate are verified, the appointing authority may appoint any candidate mentioned in his letter temporarily under clause (1) of sub rule (a) of Rule 9 of the General Rules as provided for in Rule 10 (b) of those rules (vide G.O.(P)No. 49/74/PD dated 05.03.1974).

I request you to inform me in due course (a) if the/any candidate fails to comply with the rules as to health, (b) if the/any candidate is rejected on the ground of character and/or antecedents and (c) in case of compliance, the date on which the/each candidate joins duty.

The date of birth and qualifications claimed by the/each candidate are given against the name of the candidate concerned. These may be verified before he/she is admitted to duty. In the case of candidate whose community is also noted, the same may be verified with prescribed community certificates.

Orders of appointment to the candidate should be sent by Registered Post with acknowledgment due (vide Government Circular No. 11619/SD5/68/PD dated 07.03.1968). The maximum time that can be granted to candidates to join duty is 45 days, except in the case of those who are undergoing any training (vide Government Circular No. 57209/SD4/86/GAD dated 25.08.1986). Beyond this limit, joining time can be granted by Government in deserving cases only under the specific orders issued by them (vide Government Circular No 89109/SD5/70/PD dated 06.01.1971).

The advice of the candidate is subject to Rule 3 (c) of the General Rules of the Kerala State and Subordinate Services Rules 1958. This should be shown in the appointment order issued to the candidate also. The Orders of appointment should be issued to candidates as early as possible and in no case it should exceed the maximum period of three months from the date of advice, failing which the matter should be reported to this office with reasons for the delay (vide Govt. Circular No.109117/SD4/82/GAD dated 12.11.1982).



The appointing authority should satisfy himself about the identity and signature of each candidate before he is to join duty. For this purpose, **One Time Verification Certificate which includes the scanned image of photo and signature of the candidate** is enclosed herewith after noting therein his Sl.No. in this advice letter. The photograph and the signature of the candidate may be verified and the fact may be recorded by the appointing authority on the **original One Time Verification Certificate** itself. If there is any discrepancy, the candidate should not be allowed to join duty and the same should be reported to this office forthwith. After the candidate is allowed to join duty, the **original One Time Verification Certificate shall be kept under the safe custody of the appointing authority. The appointment shall be regularized only after obtaining a verification certificate from Kerala Public Service Commission. For this purpose the Appointing Authority shall forward an attested copy of the relevant pages of the Service book of the incumbent to this Office as ordered in GO(P)No.20/2011/P&ARD dated 30.6.2011 along with the original One Time Verification Certificate after recording necessary entries on the 2nd page. After making necessary entries at the time of Appointment Verification, the original One Time Verification Certificate will be returned along with the Appointment Verification Certificate and both Certificates should be pasted in the Service Book of the incumbent.**

The date of joining duty of the candidate advised should be reported to this office immediately after the candidate's joining duty. In case a candidate does not join duty within the joining time allowed in the appointment order the details of that candidate in the advice letter (Sl.No. and address) should be reported to this office promptly i.e. immediately after the expiry of the joining time allowed (vide Govt. Circular No. 13554/SD4/82/GAD dated 10.02.1983).

Since the selection to this post is made from a Common Selective List, the candidates may be informed, while issuing appointment orders that in the event of discharge from service for want of vacancies, they may either reregister their names in the Office of the PSC/District Office of the PSC from where they were advised and get themselves reappointed on further advice by the PSC or they may wait for their turns for reappointment to the post in the Department, in case they desire to continue as probationers in the posts from which they are discharged (vide Govt. Circular Memorandum No. 3737/Rules-1/90/P&ARD dated 29.03.1990 and G.O.(P)No. 7/91/P&ARD dated 15.02.1991).

Yours faithfully,



**VARGHESE P O**

Under Secretary,  
Kerala Public Service Commission  
Regional Office, Ernakulam.

**Advice For Appointment as 1<sup>st</sup> Grade Overseer/Draftsman (Civil) (Direct Recruitment From Departmental Candidates Of Irrigation Only), On ₹ 13900-24040/- In the Irrigation Department Against 01(ONE) Fresh Vacancy.**

Sl. No	Name and address of candidate	Name of father or guardian	Date of birth	Qualification and experience	Date of earliest effective advice, if any	Whether advised in OC/BC Turn
1	<b>SAJITH V S</b> KATTIL VEEDU/T C 75-1116 CHAYACKUDI LANE PETTAH THIRUVANANTHAPURAM PETTAH P O/ PIN-695024	SURENDRAN B	12-02-1981	1.SSLC 2.Diploma in Civil Engineering. 3.Minimum 2 Years service as Overseer Gr. III in the Irrigation Dept.		Departmental Quota

1. The direction regarding Joining Duty report should strictly be complied with.
2. You are requested to ensure that the candidate is still working or has a lien in your department before issuing Appointment Order.
3. You are requested to verify the original advice memo issued to the candidates from this office at the time of joining duty.
4. Candidates who are advised as per this letter did not go through the biometric-aadhar verification process at the office of the commission. After withdrawing the restrictions from government based on COVID-19 virus each candidate will be subject to the biometric-aadhar verification process.



**VARGHESE P O**  
Under Secretary,  
Kerala Public Service Commission  
Regional Office, Ernakulam.

Encl : Original One Time Verification Certificate of the 01 (ONE) candidate.

Copy to IT Cell for publishing website.