

പതിനാലാം കേരള നിയമസഭ

പത്തൊൻപതാം സമ്മേളനം

നക്ഷത്രചിഹ്നമിടാത്ത ചോദ്യം നം. 37

02-03-2020-ൽ മറുപടിയ്ക്ക്

സെക്രട്ടേറിയറ്റ് സർവ്വീസും കെ.എ.എസും


ചോദ്യം

ശ്രീ.കെ.എൻ.എ.ഖാദർ

മറുപടി

**പിണറായി വിജയൻ
(മുഖ്യമന്ത്രി)**

ചോദ്യം		മറുപടി	
(എ)	അഡ്മിനിസ്ട്രേറ്റീവ് സെക്രട്ടേറിയറ്റ്, ഫിനാൻസ് സെക്രട്ടേറിയറ്റ് എന്നിവിടങ്ങളിൽ നിന്നും നിലവിൽ എത്ര ഉദ്യോഗസ്ഥർ ഡെപ്യൂട്ടേഷനിൽ മറ്റ് ഓഫീസുകളിൽ ജോലി ചെയ്യുന്നുണ്ടെന്ന് തസ്തിക തിരിച്ചുള്ള കണക്ക് ലഭ്യമാക്കുമോ;	(എ)	പൊതുരേണ സെക്രട്ടേറിയറ്റിൽ നിന്നും 380 ജീവനക്കാരും ധനകാര്യ സെക്രട്ടേറിയറ്റിൽ നിന്നും 173 ജീവനക്കാരും അന്യത്ര സേവന വ്യവസ്ഥയിൽ വിവിധ ഓഫീസുകളിൽ ജോലി ചെയ്യുന്നു. വിശദവിവരങ്ങൾ അനുബന്ധം-1 ആയി ചേർത്തിരിക്കുന്നു.
(ബി)	സെക്രട്ടേറിയറ്റ് സർവ്വീസിനെ കെ.എ.എസ്-ൽ ഉൾപ്പെടുത്തുന്നത് സംബന്ധിച്ച് പഠിക്കുന്നതിനായി ഉദ്യോഗസ്ഥതല സമിതിയെ നിയോഗിച്ചിരുന്നോ; പ്രസ്തുത സമിതി റിപ്പോർട്ട് നൽകിയിരുന്നോ; എങ്കിൽ റിപ്പോർട്ടിന്റെ പകർപ്പ് ലഭ്യമാക്കുമോ?	(ബി)	നിയോഗിച്ചിരുന്നു. ഇതു സംബന്ധിച്ച് രണ്ട് സമിതികൾ സമർപ്പിച്ച റിപ്പോർട്ടുകളുടെ പകർപ്പുകൾ അനുബന്ധം-2 ആയി ചേർത്തിരിക്കുന്നു.


 സെക്ഷൻ ഓഫീസർ

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Administrative Service - Annexure III

Sheet1

അനുബന്ധം 1				
മറ്റ് ഓഫീസുകളിൽ ഡെപ്യൂട്ടേഷനിൽ ജോലി ചെയ്യുന്ന ഉദ്യോഗസ്ഥരുടെ തസ്തിക തിരിച്ചുള്ള വിവരങ്ങൾ				
ക്രമ നം.	അഡ്മിനിസ്ട്രേറ്റീവ് സെക്രട്ടേറിയറ്റ്		ഫിനാൻസ് സെക്രട്ടേറിയറ്റ്	
1	അഡീഷണൽ സെക്രട്ടറി	37	അസിസ്റ്റന്റ്	13
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3	ഡെപ്യൂട്ടി സെക്രട്ടറി	22	അക്കൗണ്ടന്റ് ഓഫീസർ	16
4	അണ്ടർ സെക്രട്ടറി	53	അണ്ടർ സെക്രട്ടറി	65
5	ക്ലറിക്കൽ അസിസ്റ്റന്റ് ഗ്രേഡ് II	2	ഡെപ്യൂട്ടി സെക്രട്ടറി	14
6	അറ്റൻഡർ	2	ജോയിന്റ് സെക്രട്ടറി	26
7	ലിഫ്റ്റ് ഓപ്പറേറ്റർ	1	അഡീഷണൽ സെക്രട്ടറി	5
8	അസിസ്റ്റന്റ്	90	കോൺഫിഡൻഷ്യൽ അസിസ്റ്റന്റ്	11
9	ഓഫീസ് അറ്റൻഡന്റ്	36	ഓഫീസ് അറ്റൻഡന്റ്	5
10	ഡ്രൈവർ	2	അറ്റൻഡർ	4
11	സെക്ഷൻ ഓഫീസർ	58	ക്ലറിക്കൽ അസിസ്റ്റന്റ്	2
12	ഓഫീസ് സൂപ്പ്രണ്ട്	1	ഡ്രൈവർ	1
13	കമ്പ്യൂട്ടർ അസിസ്റ്റന്റ്	24		
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സെക്ഷൻ ഓഫീസർ

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2512/MISC/14/CCO

**THE CASE FOR
KERALA ADMINISTRATIVE SERVICE**

STUDY REPORT

S
Process and Put up
Chief
19/3/14

**Shri.E.K.Bharat Bhushan IAS
Chief Secretary,
Government of Kerala.**

**Shri.V.Somasundaran IAS
Additional Chief Secretary, Finance**

**Dr.Nivedita P.Haran IAS
Additional Chief Secretary,
Home, Vigilance & Personnel and
Administrative Reforms Department**

**Dr.K.M.Abraham IAS
Additional Chief Secretary,
Higher Education + Social Justice Department**

**Shri.K.R.Jyothilal IAS
Secretary, General Administration Department**

**Shri.Rama Raja Prasad
Secretary, Law Department**



PREFACE

As per G.O (Rt) No.7725/2013/GAD dated, 24/09/2013 a committee has been constituted for studying feasibility of creating State Civil Service with Chief Secretary as Chairman, Additional Secretary (Personnel & Administrative Reforms Department) and Secretary (General Administration Department) as Members. The need for a regularly recruited, professional Civil Service was felt as unlike other States, Kerala did not possess one. Consequently a large number of promotion vacancies to the IAS were remaining vacant with no one eligible to be considered. The recruitment to the SCS as it exists in Kerala was very infrequent and not adequate and regular to utilize the vacancies under the promotion quota for the IAS.

Deputy Collectors under the Revenue Department alone now form the resource for the SCS quota. As the role of the Government has increased manifold over the years and several Departments are implementing programmes amounting to several hundred crores, it is felt that State Civil Service should also draw on the experience of these departments as well. We have tried to address this also in the report.

The Committee had several rounds of discussions and the Chairman had extensive sessions with various stake holder representatives. The following is the report.

Report of the Committee for studying the feasibility of creating a State Civil Service

I Introduction

The civil service system is the back-bone of the administrative machinery of a country. A well-functioning Civil Service helps to foster good policy making, effective service delivery, accountability and responsibility in utilising public resources which are the characteristics of good governance. With rapidly advancing technology and high degree of specialisation in every field, the State can no longer afford to put generalists in positions requiring specialised skills. Also, at the supervisory level basic management skills and awareness of modern techniques is a must among civil servants. Formation of a State Civil Service through merit-based selection from among the existing employees and a lateral recruitment of youth can bring about a drastic change in the administration of the State. Government has set up a committee headed by the Chief Secretary with ACS (Fin), ACS (P&ARD), Secretary (GAD) as members to examine and advice in this regard vide Go (Rt.) No. 7725/2013/GAD dt 23.09.13. (Annexure I)

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II Need for a State Civil Service **(Kerala Administrative Service)**

As per G.O.(Ms.)377/63/PD dated 21.08.1963, the Kerala Civil Service (Executive) Special Rules came into existence by including Deputy Collectors as members of Kerala Civil Service(Executive). This happened mainly because in the early 60's, a major part of the administrative work in Government was handled by the Revenue Department. But, since the late 70's and the 80's many more departments have come into existence and almost all functions except land revenue administration and magisterial duties are no longer with the Revenue Department but are now assigned to the newly-formed Departments. Hence, at present there seems to be no justification to call the category of Deputy Collectors alone as the Kerala Civil Service. It is also a misnomer as it totally overlooks the multifarious developmental and welfare work being performed by these other departments.

The reasons that lead to the need for a State Civil Service are detailed below:

A) Shortage of SCS Officers in Promotion quota of IAS

The recruitment of IAS officers in Kerala cadre are through three modes of selection

- a) Direct Recruitment
- b) Appointment by Promotion (By promotion from SCS Officers)
- c) Appointment by Selection (By Selection from non SCS officers)

The SCS vacancies in the Kerala Cadre is 60. As on 01/03/2014 the number of officers in position from SCS category is 34 and there are 26 vacancies existing in this category but up to the year 2016 there are no eligible Deputy Collectors (The only SCS Category) for promotion to IAS and by that time the vacancy will increase to 38 .

As can be seen the situation is quite serious and quality of administration has been impaired to a considerable extent. Due to this shortage, Government is constrained to give more than one additional charge to many officers.

When the matter was discussed with the Chairman UPSC, he has understood the two-fold problem that exists in the State:

1. There is an immediate problem by which no officer is available for promotion into the SCS quota;
2. The State lacks a dedicated State Administrative Service.

The Chairman during discussion has advised the State to examine both the issues in conjunction in order to find a holistic solution in the interest of good governance.

B) Absence of Regular Recruitment for Deputy Collector

In the State, now there are only 22 posts reserved for direct recruit Deputy Collectors (20% of 110) and remaining 80% is filled through promotion. The vacancy will come in this direct recruit

category only when the existing officers are inducted into the IAS or when retirement occurs. Since Deputy Collectors are the only category included in SCS at present, the recruitment to SCS is happening only after long intervals. Thus, recruitment of Deputy Collectors has taken place only 4 times in the last 50 years. Besides, the list of selected candidates is unusually long and remains valid for many years. This adversely impacts the quality of the officers selected.

Further, due to dearth of qualified officers, the promotion of an SCS category officer to the IAS takes place immediately on his/her completing 8 years of service, the minimum required whereas in most other States, the promotion to the IAS takes between 15 to 20 years.

C) Need of Specialisation & e- governance

Public administration is fast becoming a complex task. As new technologies and new issues pose a challenge to civil servants, it would be worthwhile to have persons from developmental, administration and technical departments for manning important posts. It is, therefore, necessary to form a State Civil Service bringing within its fold other departments also. Along with experienced candidates available in Government, direct recruitment into selected specialized posts can also be adopted which will help to bring new ideas and skills into governmental functioning and thereby improve governance.

The concept of e-governance is bound to play a major role in the present day administration, especially to improve service delivery. Any present day civil service reform is incomplete if it

Annexure II

State Civil Service Recruitment in the states of Bihar, Tamil Nadu, Uttar Pradesh, Maharashtra and Karnataka

1. Bihar State Civil Service

Recruitment is made by two methods

Direct Recruitment:-Direct recruitment is made mainly by way of conducting competitive examination in which the selection is done on the basis of either of the following procedures.

- a) Main (Written) Examination and Interview of the successful candidates of the Preliminary Test prescribed under rules.
- b) Written Examination and Interview.
- c) Interview.

Promotion:-Promotion is granted to civil servants through the Departmental Promotion Committee (under the chairmanship of the Commission) constituted for the same and in accordance with the rules framed by the State Government.

Eligibility

Nationality: Indian

Age Limit : not less than 21 and not more than 38

Graduate in any of the following subjects

1)	Mathematics
2)	Mechanical Engineering
3)	Civil Engineering
4)	Chemical Engineering
5)	Economics
6)	Statistics
7)	Natural Science
8)	Agriculture
9)	Geology

2. Tamil Nadu Civil/Commercial Tax Services Examination

Eligibility

Academic Qualifications - Degree

Age - 19-33 years.

33 years (For SC/ST/BC).

Subjects for Examination

Compulsory

English	General Knowledge I & II
---------	--------------------------

Optional (Any three subjects)

Agriculture	Botany
Chemistry	Commerce
Cooperation	Economics
Geography	Geology
History	Law
Mathematics	Philosophy
Political Science	Physics
Psychology	Sociology
Statistics	Zoology
Tamil	Literature
Languages (one only) - (Tamil, Hindi, Urdu, Malayalam, Arabic, Sanskrit, Telugu, Kannada, Persian)	

Written test is followed by Interview.

3. Maharashtra State Civil Service exams

Qualifications required for MPSC Civil

Candidates who possess Graduation, CA, MBA are eligible to apply for MPSC civil services examination 2014.

Age limit:

candidates whose age in between 19-33 years as on 01-04-year are eligible to apply for MPSC State civil services examination for that year.

Mode of recruitment

On the basis of Preliminary Examination, Main Examination & Interview.

4. Uttar Pradesh Public Service CommissionEligibility Criteria for Uttar Pradesh Public Service CommissionNationality: -

The candidate must be the Citizen of India to apply for the Uttar-Pradesh Public Service Commission.

Age Limit:-

Candidate's age must be greater than 21 and less than 35 Years.

5. Karnataka Civil Services• KarnatakaGroup I & II Civil Service postsScheme of Examination

- Preliminary Examination: (Objective Type) for the selection of candidates to the main examination
- Main Examination: (Essay Type) for selection of candidates to the personality test
- Personality Test / Interview: For final selection of candidates to various posts/cadres

Preliminary Examination

The Preliminary Examination consists of 2 (two) papers with objective type questions (multiple choice)

Paper	Subject	Marks
Paper -I	General Studies	150
Paper -II	One Subject selected from the list of optional subjects	300
	Total	450

- The question paper would be set both in Kannada and English.
- The standard of Preliminary Examination is that of degree level.
- Each paper will be of two hours duration.
- The number of candidates to be admitted to the Main Examination would be 20

times the vacancies notified for recruitment in the order of merit on the basis of the performance in the Preliminary Examination.

- There will also be provision for reservation for SC, ST and OBC.

Main Examination

The Main Examination consists of 8 (eight) papers with essay type questions.

Paper	Subject	Marks
Paper -I	Kannada	150
Paper -II	English	150
Paper - III & IV	General Studies	300 each
Paper - V, VI, VII & VIII	Two subjects to be selected from the list of optional subjects. Each subject will have two papers	300 each
	Total	1800

Personality Test

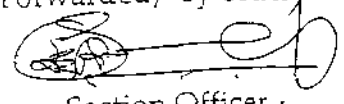
- The number of candidates called for personality test is at the ratio of 1:5 based on the number of vacancies and the merit list of the main Examination
- Personality test carries a maximum of 200 marks.
- The objective of the Personality test is to assess the personal suitability of a candidate. The qualities judged at the time of personality test are mental alertness, critical powers of assimilation, clear and logical exposition, balance of judgment, variety and depth of interest, ability for social cohesion, leadership and intellectual depth of the candidate.

The Registrar, Kerala / Calicut/ CUSAT / M.G / Kannur/ Sree Sankaracharya/
 Kerala Agriculture / Veterinary/ KUHS/ Malayalam Universities
 The Advocate General, Ernakulam (with C.L)
 The Director, Information & Public Relations (for wide publicity)
 The Principal Accountant General (Audit) Kerala Thiruvananthapuram
 The Accountant General (A&E) Kerala Thiruvananthapuram
 The Web and New Media Division, I&PRD (for uploading Government Website)


Copy to :

- The Private Secretary to the Speaker
- The Private Secretary to the Chief Minister
- The Private Secretaries to the Ministers
- The Private Secretary to the Leader of Opposition
- The Private Secretary to the Govt. Chief Whip
- The Private Secretary to the Deputy Speaker.

Forwarded/ by order



Section Officer



മുഖ്യമന്ത്രിയുടെ
 സെക്രട്ടേറിയം

Government entrusted a subcommittee consisting of the following Ministers to examine and make necessary recommendations.

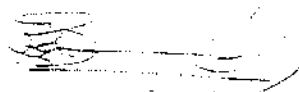
1. Shri.P.K.Kunhalikutty, Minister for Industries & Information Technology.
2. Shri.Ramesh Chennithala, Minister for Home & Vigilance.
3. Shri Aryadan Muhammed, Minister for Power.

The Government Order read as 3rd paper above stands modified to the above

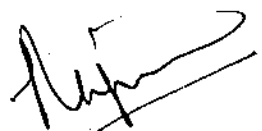
By order of the Governor,
E.K.Bharat Bhushan,
Chief Secretary to Government

- All Additional Chief Secretaries/Principal Secretaries/Secretaries/
Special Secretaries
All Departments/Sections in the Secretariat including Law and Finance
All Heads of Departments/District Collectors
The Secretary to Governor (With C.L)
The Registrar, High Court of Kerala, Ernakulam (With C.L)
The Secretary, Kerala Public Service Commission(With C.L)
The Secretary, Kerala Legislature Secretariat (With C.L)
The Registrar, Kerala/Calicut/CUSAT/M.G/Kannur/Sree Sankaracharya/Kerala
Agriculture/Veterinary/KUHS/Malayalam Universities.
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The Accountant General(A&E),Kerala, Thiruvananthapuram
The Web & New media division, I&PRD(for uploading in Government Website)
- to:-
- The Private Secretary to the Speaker
 - The Private Secretary to the Chief Minister
 - The Private Secretary to the Ministers
 - The Private Secretary to the Leader of Opposition
 - The Private Secretary to the Government Chief Whip
 - The Private Secretary to the Deputy Speaker

Forwarded/by order



Section Officer



amshant B. S. S. S.



GOVERNMENT OF KERALA

Abstract

Kerala Administrative Service – Constitution of the Committee of Secretaries - Orders issued.

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PERSONNEL AND ADMINISTRATIVE REFORMS (AR-12) DEPARTMENT

G.O.(Rt)No.322 /2016/P&ARD

Thiruvananthapuram, Dated:16.08.2016

- Read:-
1. G.O.(Ms)377/63/PD dated, 21.8.1963.
 2. G.O.(Rt)7725/2013/GAD dated, 24.9.2013.
 3. G.O.(Ms)228/14/GAD dated, 16.8.2014.
 4. G.O.(Ms)1/15/GAD dated, 5.1.2015.
 5. G.O.(Ms)9/15/GAD dated 8.1.2015.

ORDER

Government are pleased to constitute a Committee, as detailed below, for formulating the reconstitution of Kerala Administrative Service, in the wake of the policy decision of the Government to include Secretariat also in the State Administrative Service.

Additional Chief Secretary (Home &Vigilance)	-	Chairperson
Additional Chief Secretary (Finance)	-	Member
Additional Chief Secretary (Power)	-	Member
Principal Secretary (P&ARD)	-	Member
Secretary, GAD	-	Member
Secretary, Law Department	-	Member

The Committee shall convene and simultaneously hold continuous discussions with the Service Organizations and come out with a clear road map by end August, 2016.

(By Order of the Governor)

S.M.Vijayanand

Chief Secretary to Government

To

1. The Additional Chief Secretary (Home &Vigilance)
2. The Additional Chief Secretary (Finance)
3. The Additional Chief Secretary (Power)
4. The Principal Secretary (P&ARD)
5. The Secretary, GAD
6. The Secretary, Law Department
7. The Principal Accountant General (Audit), Kerala, Thiruvananthapuram
8. The Accountant General (A&E), Kerala, Thiruvananthapuram
9. The Sub Treasury Officer, Secretariat Sub Treasury, Thiruvananthapuram
10. Stock File/Office Copy

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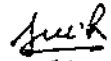
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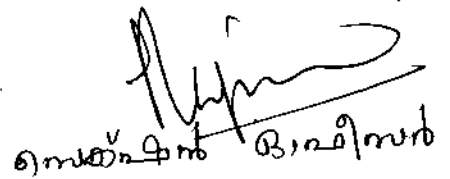
Copy to:-

The Principal Secretary to Chief Minister
The Private Secretary to Chief Minister
The Additional Secretary to Chief Secretary
The PA to Additional Chief Secretary (Home & Vigilance)
The PA to Additional Chief Secretary, Finance Department
The PA to Additional Chief Secretary, Power Department
The PA to Principal Secretary, Personnel and Administrative Reforms
Department
The PA to Secretary, General Administration Department
The PA to Secretary, Law Department
The CA to Additional Secretary, General Administration
(Special-A&C)Department

Forwarded /By Order



Section Officer.



Section Officer