

**15 -ാം കേരള നിയമസഭ**

**10 -ാം സമ്മേളനം**

**നക്ഷത്ര ചിഹ്നം ഇല്ലാത്ത ചോദ്യം നം. 393**

**29-01-2024 - ൽ മറുപടിയ്ക്ക്**

**എക്സൈസ് വകുപ്പിലെ നിയമനങ്ങൾ**

| ചോദ്യം                  |                                                                                                                                                                  | ഉത്തരം                                                             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
|-------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| ശ്രീ. പി.പി. ചിത്തരഞ്ജൻ |                                                                                                                                                                  | ശ്രീ. എം.ബി. രാജേഷ്<br>(തദ്ദേശ സ്വയംഭരണം, എക്സൈസ് വകുപ്പ് മന്ത്രി) |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| (എ)                     | <p>ഈ സർക്കാർ അധികാരത്തിൽ വന്നതിനുശേഷം എക്സൈസ് വകുപ്പിൽ മിനിസ്റ്റീരിയൽ വിഭാഗത്തിൽ എത്ര പേരാണ് നിയമിച്ചതെന്ന് വ്യക്തമാക്കാമോ;</p>                                  | (എ)                                                                | <p>എക്സൈസ് വകുപ്പിൽ നിലവിൽ മിനിസ്റ്റീരിയൽ വിഭാഗം ഇല്ലാത്തതാണ്. കൂടാതെ മിനിസ്റ്റീരിയൽ വിഭാഗം രൂപീകരിക്കുന്നതിന് സർക്കാർ ശാസ്ത്രീയ പഠനം നടത്തി റിപ്പോർട്ട് സമർപ്പിക്കുവാൻ 17.10.2023-ലെ സ.ഉ(സാധാ) നം.728/2023/Taxes നമ്പർ ഉത്തരവ് പ്രകാരം ഉദ്യോഗസ്ഥ ഭരണ പരിഷ്കാരവകുപ്പിനെ ചുമതലപ്പെടുത്തിയിട്ടുള്ളതുമാണ്. എന്നാൽ ഓഫീസ് അറ്റൻഡന്റ്, ടൈപ്പിസ്റ്റ്, കോൺഫിഡൻഷ്യൽ അസിസ്റ്റന്റ് എന്നീ തസ്തികകളിൽ എക്സൈസ് വകുപ്പിൽ നിയമനം നടത്തി വരുന്നു, പ്രസ്തുത തസ്തികകളിൽ ഈ സർക്കാർ അധികാരത്തിൽ വന്നതിനുശേഷം 15 പേർക്ക് നിയമനം നൽകിയിട്ടുണ്ട്. (ഓഫീസ് അറ്റൻഡന്റ്-12, ടൈപ്പിസ്റ്റ്-3)</p> |
| (ബി)                    | <p>ക്ലാസ് IV ജീവനക്കാരിൽ നിന്നും തസ്തികമാറ്റം മുഖേന എത്ര പേർക്കാണ് സ്ഥാനക്കയറ്റം നൽകിയതെന്നും അവരുടെ പേര്, തസ്തിക എന്നിവ തരം തിരിച്ച് കണക്കുകൾ ലഭ്യമാക്കാമോ;</p> | (ബി)                                                               | <p>കൊല്ലം എക്സൈസ് ഡിവിഷൻ ഓഫീസിലെ ഓഫീസ് അറ്റൻഡന്റ് ശ്രീമതി. ആശ.കെ.പിക്ക് എൽ.ഡി ടൈപ്പിസ്റ്റ് തസ്തികയിലേക്ക് സ്ഥാനക്കയറ്റം നൽകിയിട്ടുണ്ട്</p>                                                                                                                                                                                                                                                                                                                                                                                                                          |
| (സി)                    | <p>എക്സൈസ് വകുപ്പിൽ സ്പെഷ്യൽ റൂൾ നിലവിലുണ്ടോ, ഉണ്ടെങ്കിൽ അതിന്റെ പകർപ്പ് ലഭ്യമാക്കാമോ?</p>                                                                       | (സി)                                                               | <p>എക്സൈസ് വകുപ്പിൽ സ്പെഷ്യൽ റൂൾ നിലവിലുണ്ട്, പകർപ്പ് ഉള്ളടക്കം ചെയ്യുന്നു</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |

സെക്ഷൻ ഓഫീസർ

**GOVERNMENT OF KERALA  
Taxes (A) Department  
NOTIFICATION**

G. O. (P) 112/74/TD.

*Dated, Trivandrum, 9th September 1974*

**S. R. O. No. 689/74.**— In exercise of the powers conferred by sub-section (1) of section 2 of the Kerala Public Services Act, 1968 (19 of 1968) read with section 3 thereof, and in supersession of all the existing rules and orders on the subject, the Government of Kerala hereby make the following Special Rules for the Kerala Excise and Prohibition Subordinate Service, namely:—

**Rules**

1. *Constitution.*—The Service shall consist of the following categories of officers, namely:—

Category (1): Excise Inspectors

Category (2): Excise Preventive Officers

Category (3): Excise Guards.

2. *Appointment.*—Appointment to the various categories shall be made as follows:—

*Category  
(1)*

*Method of Appointment  
(2)*

1. Excise Inspectors

(1) Direct recruitment, or

(2) Promotion from category (2) or

(3) Recruitment by transfer from among Upper Division Clerks employed in the Excise Department:

Provided that every fourth vacancy in the category shall be filled or reserved to be filled by direct recruitment:

Provided further that the remaining vacancies shall be filled in the ratio of 1:1 as between methods (2) and (3) till the last Upper Division Clerk in the Department is promoted and thereafter by method (2) above.

*Note:*—Ladies shall not be eligible to be considered for appointment to vacancies other than in the offices, Pharmaceutics, Distilleries, Breweries, Wineries and Bonded Warehouses involving no outdoor work, in view of the arduous and special nature of the duties and responsibilities attached to other posts.



| (1)                           | (2)                                                                                                                                                                                                                                                                                                                                                                                                                                           |
|-------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 2. Excise Preventive Officers | <p>(1) Direct recruitment, or</p> <p>(2) Promotion from Category (3):</p> <p>Provided that every fourth substantive vacancy shall be filled or reserved to be filled by direct recruitment:</p> <p>Provided further that the remaining vacancies shall be filled by promotion from among Excise Guards possessing the minimum qualification of the S.S.L.C. standard and those who do not possess this qualification in the ratio of 1:1.</p> |

## 3 Excise Guards

Direct recruitment:

Provided that in all cases of direct recruitment mentioned in the Rule preceding shall be given to ex-service men:

Provided further that in all cases of direct recruitment mentioned in the rule, only male candidates shall be eligible in view of the arduous and special nature and responsibilities to this attached to the post.

3 *Reservation of appointment.*—The Rules regarding reservation of appointments (General Rules 14 to 17) shall apply to appointments by direct recruitment

4. *Age.*—No person shall be eligible for appointment by direct recruitment to any of the categories if he has completed or will complete 30 years of age or if he has not completed or will not complete 19 years of age on the first day of July of the year in which applications for appointment to the post are invited:

Provided that the maximum age limit in the case of Excise Guards in service for purposes of direct recruitment as Excise Preventive Officers shall be 35 years.

5. *Qualification.*—No person shall be eligible for appointment to any of the categories mentioned in Column (1) of the Table below, by the method specified against it in Column (2) thereof unless he possesses the qualifications specified in the corresponding entry in Column (3) of the said Table.

TABLE

| Category            | Method of appointment  | Qualification                                                                                                                                                               |
|---------------------|------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| (1)                 | (2)                    | (3)                                                                                                                                                                         |
| 1. Excise Inspector | (1) Direct Recruitment | (1) Must possess a B. A., B. Sc. or B. Com. Degree of any recognised University or its equivalent. In the case of Ex-Servicemen the minimum qualification shall be S.S.L.C. |

| (1) | (2)                       | (3)                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
|-----|---------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|     |                           | <p>(2) Must not be less than 165 cm. in height and 81 cm. round the chest with a minimum expansion of 5 cm.</p> <p>Provided that the minimum height in the case of candidates belonging to Scheduled Caste/Scheduled Tribes shall be 160 cm. only.</p> <p>(3) Must be certified by a Medical Officer not below the rank of Civil Surgeon Grade II as to his physique, fitness and capacity for outdoor work.</p>                                                   |
|     | (2) Promotion             | Must possess the minimum educational qualification of the S.S.L.C. Standard.                                                                                                                                                                                                                                                                                                                                                                                       |
| 2   | Excise Preventive Officer | (1) Direct Recruitment                                                                                                                                                                                                                                                                                                                                                                                                                                             |
|     |                           | <p>(1) S.S.L.C. or its equivalent.</p> <p>(2) Must not be less than 165 cm in height and 81 cm. round the chest with a minimum expansion of 5 cm.</p> <p>Provided that the minimum height in the case of candidates belonging to Scheduled Castes and Scheduled Tribes shall be 160 cm. only.</p> <p>(3) Must be certified by a Medical Officer not below the rank of Civil Surgeon Grade II as to his physique, fitness and capacity for active outdoor work.</p> |
|     | (2) Promotion             | <p>(1) Must have put in a service for a period of not less than 3 years as Excise Guard if he possesses the minimum educational qualification of the S.S.L.C. Standard and at least 7 years of such service in the case of those who do not possess this qualification.</p> <p>(2) Must have passed a test to be conducted by the Kerala Public Service Commission for purposes of deciding the eligibility for promotion.</p>                                     |



| (1)              | (2)                | (3)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
|------------------|--------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 3. Excise Guards | Direct Recruitment | <p>(1) Must have completed the S.S.L.C. course or its equivalent.</p> <p>(2) Must not be less than 165 cm. in height and 81 cm. round the chest with a minimum expansion of 5 cm.<br/>Provided that in the case of candidates belonging to the Scheduled Castes and Scheduled Tribes the minimum height shall be 160 cm. only.</p> <p>(3) Must be certified by a medical officer not below the rank of Assistant Surgeon as to his physique, fitness and capacity for active outdoor work.</p> |

6. *Tests.*—(1) Every person appointed to any of the categories mentioned in Column (1) of the Table below by direct recruitment shall within the prescribed period of probation pass the tests specified in the corresponding entry in Column (2) of the Table below if he has not already passed them:—

TABLE

| Category<br>(1)           | Tests<br>(2)                                                 |
|---------------------------|--------------------------------------------------------------|
| Excise Inspectors         | (1) Account Test (Lower)                                     |
| Excise Preventive Officer | (2) Excise Tests—Parts A and B<br>Excise Tests—Parts A and B |

(2) No person shall be eligible for appointment by transfer or by promotion to any of the categories mentioned in Column (1) of the Table below unless he has passed the tests specified in the corresponding entry in Column (2) of the table:—

TABLE

| Category<br>(1)            | Tests<br>(2)                                                                                                        |
|----------------------------|---------------------------------------------------------------------------------------------------------------------|
| Excise Inspectors          | (1) Account Test (Lower)                                                                                            |
| Excise Preventive Officers | (2) Excise Tests—Parts A and B<br>Preventive Officers Test to be conducted by the Kerala Public Service Commission. |

*Note.*—1. The Excise Preventive Officers promoted to the posts before the commencement of these rules shall have to pass the test within a period of two years of the introduction of the test. Failure to pass the test will be a bar to future promotions and grant of increment.



2. Provisional promotion as Preventive Officers is permissible during the period between the date of commencement of these rules and the introduction of the test and during a further period of two years.
3. A pass in the Travancore Account Test or Cochin Civil Account Test or Part I of the Madras Account Test for subordinate officers shall be deemed to be a pass in the Account Test (Lower).
4. A pass in full of the Cochin Excise Test or the Travancore Excise Test or Madras Tests A and B shall be deemed to be a pass in the Excise Test.
5. A pass in paper I of the Travancore Excise Test or Madras Test A shall be deemed to be a pass in Part B of the Excise Test.
6. A pass in paper II of the Travancore Excise Test or Madras Test B or any of the papers of the Cochin Excise Test shall be deemed to be a pass in Part A of the Excise Test.
7. Persons possessing a Degree in Law of a recognised University shall be exempted from passing Part B of the Excise Test.
8. Persons passing the Excise Tests Part A and B shall not be required to pass the Preventive Officers Test.

7. *Appointing authority.*—The appointing authority for category (1) and the Excise Preventive Officers and Excise Guards of special squads and Excise Intelligence Bureau shall be the Deputy Commissioner of Excise and the appointing authority for other members of the service shall be the Assistant Commissioners of Excise.

8. *Probation.*—Every person appointed to any of the categories of the service shall from the date on which he joins duty be on probation;

(a) If appointed by direct recruitment or by transfer for a period of two years on duty within a continuous period of three years; and

(b) If appointed by promotion for a total period of one year on duty within a continuous period of two years.

*Not.*—The period of probation prescribed above excludes the period of training, if any.

9. *Training.*—Every person appointed to category (1) by direct recruitment shall undergo such training as may be prescribed by the Board of Revenue for a period of not less than six months. Officers in categories (2) and (3) shall undergo such training as may be prescribed by the Board of Revenue for a period of not less than three months. The period spent for training shall on no account be counted for probation and increment.

10. *Unit of appointment, discharge and re-appointment, seniority and appointment as full Member.*—For the purposes of appointment or re-appointment to the service, whether as a full member or not, discharge from the

service and seniority among the members of the service, the Excise Divisions shall be the unit in the case of Excise Preventive Officers and Excise Guards:

Provided that the Excise Preventive Officers and Excise Guards employed in the Special Squads and in the Office of the Board of Revenue (Excise) shall be deemed to be a separate unit.

11. *Postings and Transfers.*—Postings and transfers of all persons appointed to service from one unit to another shall be made by the Deputy Commissioner of Excise.

By order of the Governor,  
V. VENKITANARAYANAN,  
*Secretary.*

#### **Explanatory Note**

(This note is not part of the Rules but is intended to indicate its general purport.)

At present there are no statutory rules governing the recruitment and conditions of service of persons appointed to the Kerala Excise and Prohibition Subordinate Service. It is considered necessary to issue statutory Special Rules for the service. This notification is intended to achieve the above purpose.



E10  
386222

ag from base  
gm x

# THE KERALA EXCISE AND PROHIBITION SUBORDINATE SERVICE (SPECIAL RULES)

In exercise of the powers conferred by sub-section(1) of section 2 of the Kerala Public Services Act, 1968 ( 19 of 1968) read with section 3 thereof and in supersession of all the existing rules and orders on the subject, the Government of Kerala hereby make the following Special Rules for the Kerala Excise and Prohibition Subordinate Service, namely:-

## RULES

1. **Constitution** - The Service shall consist of the following categories of officers namely:-

Category 1. Excise Inspectors

<sup>2</sup>[Category 1A. Assistant Excise Inspectors]

Category 2. Excise Preventive Officers

Category 3. Excise Guards

<sup>3</sup>[Category 4. Drivers]

2. **Appointment** - Appointment to the various categories shall be made as follows:-

| Category<br>(1) | Method of appointments<br>(2) |
|-----------------|-------------------------------|
|-----------------|-------------------------------|

1. Excise Inspectors

(1) Direct recruitment or

<sup>4</sup>[(2) Promotion from category 1A]

(3) Recruitment by transfer from among Upper Division Clerks employed in the Excise Department.

Provided that every fourth vacancy in the category shall be filled or reserved to be filled by direct recruitment.

[xxxxx]

(A)

4 6 2015 (2015B) -  
1:1

- GO (P) No. 112/74/TD dated 9-9-1974 in K.G No. 39 dated 24-9-1974, as SRO 689/74
- Inserted by GO (P) NO. 123/85/TD dated 10-10-85 in K.G. No. 45 dated 12-11-1985.
- Inserted by GO (P) No. 36/80/TD dated 28-4-1980 in K.G. No. 21 dated 20-5-1980.
- Substituted by G.O. (P) No. 123/85/TD dated 10-10-1985.
- Second, third and fourth provisos were omitted by G.O (P) No.123/85/TD dated 10-10-85



(1)

(2)

<sup>6</sup>[Note 1:-] Ladies shall not be eligible to be considered for appointment to vacancies other than in the offices, Pharmaceuticals, Distilleries, Breweries, Wineries and Bonded Warehouses involving no outdoor work, in view of the arduous and special nature of the duties and responsibilities attached to other posts.

<sup>6</sup>[Note 2:-] For the purpose of appointments by promotion and by transfer the category of Excise Inspectors shall be a selection category.

<sup>7</sup>[IA Assistant Excise Inspector Promotion from category 2 shall be made in the ratio of 1:3 between graduates and non-graduates  
 Note:- Promotion from category 2 shall be made in the ratio of 1:3 between graduates and non-graduates  
 Provided that no senior graduate shall be superseded by a junior non-graduate in implementing the ratio.]

2. Excise preventive Officers

(1) Direct recruitment, or  
 (2) <sup>7A</sup> [(1) Promotion from Category 3, or

(2) Recruitment by transfer from among the Typists and Confidential Assistants employed in the Excise Department] ||

<sup>7B</sup> [Provided that, two percentage of the cadre strength of the posts of Excise Preventive Officers shall be reserved for by transfer appointment from among the qualified typists and Confidential Assistants in the Department in the ratio 6:1 and the remaining vacancies shall be filled by promotion from among the Excise Guards/Woman Excise Guards, possessing the minimum qualification of SSLC and those who do not possess this qualification in the ratio 1:1]

<sup>7C</sup> [Provided also that, the Typists or Confidential Assistants so transferred and appointed shall not supersede a qualified Excise Guard/Woman Excise

6. Existing note numbered as note 1 and note 2 inserted by GO(MS) 62/77/TD dated 10-6-77 in K.G. No. 26 dated 28-6-1977 with effect from 9-9-74.

7. Inserted by G.O (P) No. 123/85/TD dated 10-10-1985

7A. The words "Promotion from category 3" substituted by SRO No. 587/2009, in G.O.(P) No. 116/2009/TD dt. 4.7.2009.

7B. First Proviso substituted by SRO No. 587/2009, in G.O.(P) No. 116/2009/TD dt. 4.7.2009. Earlier it was: "Provided that every fourth substantive vacancy shall be filled or reserved to be filled by direct recruitment."

7C. Substituted by SRO No. 587/2009, in G.O.(P) No. 116/2009/TD dt. 4.7.2009. Earlier it was: "Provided further that the remaining vacancies shall be filled by promotion from among Excise Guards possessing the minimum qualification of the S.S.L.C standard and those who do not possess this qualification in the ratio of 1:1"



(1)

(2)

Guard in such appointment or promotion, who joined the post earlier than the date of join-ing in their respective posts in the department.

*Note:-* In the absence of qualified Typists or Confidential Assistants, as the case may be, such vacancies shall be surrendered for appointment by promotion from category 3, Excise Guards/Woman Excise Guards.]

3. Excise Guards

- <sup>8</sup>(i) Recruitment by transfer from among members of the Last Grade Service employed in the Excise Department, and
- (ii) Direct recruitment

*Note:-* (1) Recruitment to the post by direct recruitment and by transfer shall be made by the Kerala Public Service Commission

(2) 90% of the vacancies shall be filled or reserved to be filled by direct recruitment and the remaining 10 per cent of the vacancies shall be filled by transfer from members of the Last Grade Service employed in the Department, who possess the required qualification. In the absence of qualified last grade employees in the department for such transfer the vacancies shall be filled up by the direct recruitment.]

<sup>9</sup>[4. Drivers

- (1) Direct recruitment ; or
- (2) Recruitment by transfer from among any category of persons in the Last Grade Service in the Excise Department

*Note:-* Appointment by direct recruitment and by transfer shall be made in the ratio of 3:1. In the absence of qualified hands for appointment by transfer the post shall be filled up by direct recruitment]

Provided that in all cases of direct recruitment mentioned in the Rule preference shall be given to ex-service men;

<sup>10</sup>Provided further that in all cases of [recruitment by transfer and] direct recruitment mentioned in the rule, only male candidates shall be eligible in view of the arduous and special nature and responsibilities attached to the post.

<sup>11</sup>3. Reservation of appointment :- The Rules regarding reservation of appointments (General Rules 14 to 17) shall apply to appointments by direct recruitment.

<sup>11</sup>[4. Age.- No person shall be eligible for appointment by direct recruitment.

- 8. Substituted by G.O (P) 111/89/TD dated 22-5-1989 in K.G.Ex.No. 484 dated 25-5-1989.
- 9. Inserted by G.O (P). No. 36/80/TD dated 28-4-1980.
- 10. Inserted by G.O (p) III/89/TD dated 22-5-1989.
- 11. Substituted by G.O (P) No. 36/80/TD dated 28-4-1980.



(i) to categories (1), (2) or (3) if he has completed <sup>12</sup>[35 years] of age or if he has not completed 19 years of age on the first day of January of the year in which applications for appointment are invited;

Provided that the maximum age limit in the case of Excise Guards in Service for purposes of direct recruitment as Excise Preventive Officers shall be <sup>12</sup>[40 years].

Provided further that the maximum age limit for recruitment to the category of Excise Guards in the case of Home Guard Volunteers, who have completed the tenure of three years in that organisation and who have undergone training in that organisation satisfactorily shall be relaxed to the extent of the period they have worked in the Home Guards Organisation subject to a maximum of six years.

(ii) to category (4) if he has completed 38 years of age or if he has not completed 21 years of age on the first day of January of the year in which applications for appointment are invited.]

5. **Qualification-** No person shall be eligible for appointment to any of the categories mentioned in column (i) of the Table below, by the method specified against it in column (2) thereof unless he possesses the qualifications specified in the corresponding entry in column (3) of the said Table.

TABLE

| Category<br>(1)     | Method of appointment<br>(2) | Qualification<br>(3)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
|---------------------|------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1. Excise Inspector | (1) Direct Recruitment       | (1) Must possess a B.A, B. Sc. or B.Com Degree of any recognised University or its equivalent. In the case of Ex-Servicemen the minimum qualification shall be S.S.L.C.<br>(2) Must not be less than 165 cm. in height and 81 cm round the chest with a minimum expansion of 5 cm.<br>Provided that the minimum height in the case of candidates belonging to Scheduled Castes /Scheduled Tribes shall be 160 cm. only.<br>(3) Must be certified by a Medical officer not below the rank of Civil Surgeon Grade II as to his physique, fitness and capacity for outdoor work. |
|                     | (2) Promotion                | <sup>13</sup> [(1)] Must possess the minimum educational qualification of the SSLC Standard.<br><sup>13</sup> [(2)] Must have put in a minimum of three years satisfactory service in office, and                                                                                                                                                                                                                                                                                                                                                                             |

12. Substituted by G.O (P) No. 109/93/TD dated 29-6-1993

13. Existing item numbered as (1) and (2) inserted by GO(P) 36/82/TD dated 14-5-82. in K.G.No. 27 dated 6-7-1982.



a minimum of two years satisfactory service in the field while in the category of Preventive Officer.

Note: Posting of persons in category 2 to the office or the field will be made in such a way that a senior person may not lose his eligibility for promotion, on applying the condition as to the period of experience in field or office. If the turn for promotion of a senior officer in the feeder category comes before he acquires the minimum period of service in the office or field owing to the fact that such a person has not been given an opportunity for acquiring the service, such officer shall be exempted from acquiring the experience in the office or field, as the case may be. The persons appointed as Preventive Officers shall be required to work in the office during the period of their probation and that they may be posted for field duty only after the period of their probation.]

1. (A. Assistant Excise Inspector  
2. Excise Preventive Officer

Promotion

(1) Direct Recruitment

Must possess the minimum general educational qualification of SSLC Standard.]

(1) S.S.L.C. or its equivalent.

(2) must not be less than 165 cm. in height and 81 cm. round the chest with a minimum expansion of 5 cm.

Provided that the minimum height in the case of candidates belonging to Scheduled Castes and Scheduled Tribes shall be 160 cm. only.

(3) Must be certified by a Medical Officer not below the rank of Civil Surgeon Grade II as to his physique, fitness and capacity for active outdoor work.

*del*  
*deleted -*  
*S.No = 2078*

*del*

① ~~(2)~~ Promotion

(1) Must have put in a service for a period of not less than 3 years as Excise Guard if he possesses the minimum educational qualification of the S.S.L.C. standard and at least 7 years of such service in the case of those who do not possess this qualification.

(2) Must have passed a test to be conducted by the Kerala Public Service Commission for purpose of deciding the eligibility for promotion

*4.7.2009*  
*By trainee*  
*Typist/CA*



3. Excise  
Guards<sup>14</sup>[Recruitment by transfer and direct recruitment]

- (1) <sup>15</sup>[Must have passed the Plus Two Examination or its equivalent.]  
 (2) Must not be less than 165 cm in height and 81 cm. round the chest with a minimum expansion of 5 cm.

<sup>16</sup>[Provided that in the case of candidates belonging to the Scheduled Castes and Scheduled Tribes, the minimum height shall be 160 cms. and the minimum chest measurement shall be 76 cms. with a minimum expansion of 5 cms.]<sup>17</sup>[Provided further that in the case of recruitment by transfer from among the members of the Last grade Service in the Excise Department the minimum height shall be 162 cms.]

- (3) Must be certified by a Medical Officer not below the rank of Assistant Surgeon as to his physique fitness and capacity for active outdoor work.  
 (1) Pass in Std. VII (new) or its equivalent.

<sup>18</sup>[4. DriversDirect recruitment/  
Appointment  
by transfer<sup>19</sup>[Note: Pass in Standard VII (new) or its, equivalent shall not be insisted in the case of appointment by transfer and in their cases literacy shall be deemed sufficient besides the other qualifications mentioned in item (2) to (5) below]

- (2) Must possess current motor driving Licence of at least three years standing with endorsement for driving heavy duty vehicles and driver's badge  
 (3) Proficiency in driving heavy duty vehicles

**(4) Physical fitness:**

Must not be less than 165 cm. in height and 83 cm. round the chest with a minimum expansion of 4 cm.

Provided that the minimum height in the case of candidates belonging to Scheduled Castes and Scheduled Tribes shall be 160 cm. only.

14. Substituted by G.O. (P) 111/89/TD dated 22-5-1989.

15. Substituted by S.R.O No. 1025/2010, G.O. (P) No. 264/2010/TD. dt. 10-11-2010. Earlier it ran as follows: "Must have passed the S.S.L.C examination or its equivalent"

\* Substituted by G.O (P) 91/92/TD dt., 15-5-1992.

16. Substituted by G.O (P) No. 22/82/TD dated 22-3-1982 in K.G. No. 16 dt 20-4-1982.

17. Inserted by G.O (P) No. 165/93/TD dated 20-11-93 in K.G. Ext. No. 1229 dt. 7-12-1993.

18. Inserted by G.O (P) 36/80 TD dt. 28-4-1980.

19. Inserted by G.O (P) 109/93/TD dt. 29-6-1993.



1089<sup>2</sup>

a minimum of two years satisfactory service in the field while in the category of Preventive Officer.

Note: Posting of persons in category 2 to the office or the field will be made in such a way that a senior person may not lose his eligibility for promotion, on applying the condition as to the period of experience in field or office. If the turn for promotion of a senior officer in the feeder category comes before he acquires the minimum period of service in the office or field owing to the fact that such a person has not been given an opportunity for acquiring the service, such officer shall be exempted from acquiring the experience in the office or field, as the case may be. The persons appointed as Preventive Officers shall be required to work in the office during the period of their probation and that they may be posted for field duty only after the period of their probation.]

- 1. Assistant Excise Inspector
- 2. Excise Preventive Officer

Promotion  
(1) Direct Recruitment

Must possess the minimum general educational qualification of SSLC Standard.]

- (1) S.S.L.C. or its equivalent.
- (2) must not be less than 165 cm. in height and 81 cm. round the chest with a minimum expansion of 5 cm.

Provided that the minimum height in the case of candidates belonging to Scheduled Castes and Scheduled Tribes shall be 160 cm. only.

- (3) Must be certified by a Medical Officer not below the rank of Civil Surgeon Grade II as to his physique, fitness and capacity for active outdoor work.

Handwritten notes:   
S.No = 2008  
deleted -

Handwritten note: (1) deleted

① (2) Promotion

- (1) Must have put in a service for a period of not less than 3 years as Excise Guard if he possesses the minimum educational qualification of the S.S.L.C. standard and at least 7 years of such service in the case of those who do not possess this qualification.
- (2) Must have passed a test to be conducted by the Kerala Public Service Commission for purpose of deciding the eligibility for promotion

Handwritten notes:   
4.7.2009 → ② By transfer Typist/CA



TABLE

| Category                                   | Tests                                                                                                                                         |
|--------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------|
| Excise Inspectors                          | (1) Account Test (Lower)<br>(2) Excise Tests - Parts A and B<br><sup>23</sup> (3) District Office Manual<br>or<br>Manual of Office Procedure] |
| <sup>24</sup> [Assistant Excise Inspectors | ✓ (1) ✓ Account Test (Lower) ✓<br>(2) ✓ Excise Tests - Parts A & B<br>(3) District Office Manual<br>or<br>Manual of Office Procedure.]        |
| Excise preventive Officers                 | Preventive Officers Test to be conducted by the Kerala Public Service commission.                                                             |

- Note: 1. The Excise Preventive Officers promoted to the posts before the commencement of these rules shall have to pass the test within a period of two years of the introduction of the test. Failure to pass the test will be a bar to future promotions and grant of increment
- Provisional promotion as Preventive Officers is permissible during the period between the date of commencement of these rules and the introduction of the test and during a further period of two years
  - A pass in the Travancore Account Test or Cochin Civil Account Test or Part I of the Madras Account Test for subordinate officers shall be deemed to be a pass in the Account Test (Lower)
  - A pass in full of the Cochin Excise Test or the Travancore Excise Test or Madras Tests A and B shall be deemed to be a pass in the Excise Test
  - A pass in paper I of the Travancore Excise Test or Madras Test A shall be deemed to be a pass in Part B of the Excise Test.
  - A pass in paper II of the Travancore Excise Test or Madras Test B or any of the papers of the Cochin Excise Test shall be deemed to be a pass in Part A of the Excise Test.
  - Persons possessing a Degree in Law of a recognised University shall be exempted from passing Part B of the Excise Test
  - Persons passing the Excise Tests Part A and B shall not be required to pass the preventive officers Test.

23. Inserted by G.O (P) 36/82/TD dated 14-5-1982

24. Inserted by G.O. (P) NO. 123/85/TD dated 10-10-1985.



<sup>25</sup>[7. **Appointing authority:-** (1) The appointing authority for category (1)<sup>26</sup> (and category (1A)) shall be the Additional Secretary (Excise)

(2) The appointing authority for categories (2), (3) and (4) shall be the Assistant Excise Commissioner in charge of the Divisions concerned:

<sup>27</sup>[Provided that the appointing authority in respect of categories (2), (3) and (4) working in the Offices of the Board of Revenue (Excise), Joint Commissioner of Excise, Deputy Commissioners of Excise, Assistant Commissioner of Excise (Inspection and Training), Excise Division Office, Office of the Assistant Commissioner of Excise (Distilleries & Pharmaceuticals) which constitute the 'Special Unit', shall be the Secretary (Excise), Board of Revenue and in respect of these categories working in the Special Squads, Excise Control Room Squad and Narcotic Enforcement Squad shall be the Deputy Commissioner of Excise.]

**8. Probation-** Every person appointed to any of the categories of the service shall from the date on which he joins duty be on probation-

(a) if appointed by direct recruitment or by transfer for a period of two years on duty within a continuous period of three years; and

(b) if appointed by promotion for a total period of one year on duty within a continuous period of two years.

<sup>28</sup>[Note x x x ]

**9. Training-**

<sup>29</sup>[(1) Every person appointed to category (1) by direct recruitment shall undergo such training as may be prescribed by the Board of Revenue for a period of not less than six months. Officers in categories (2) and (3) shall undergo such training as may be prescribed by the Board of Revenue for a period of not less than three months. <sup>30</sup>[The period of training shall count for probation and increment.]

<sup>31</sup>(1A) Every person appointed to category 4 shall undergo training for a period of 3 months as detailed below, namely:-

(1) Drill with arms

(2) Lathi drill

(3) Physical training

(4) Traffic rules

(5) Maintenance of vehicles, log book and trip sheets.

The period spent for training shall be counted for probation and increment.]

<sup>29</sup>[(2) Every person deputed for training shall execute a bond in the form appended to these rules agreeing to complete the course of training and to serve the Government after training for such minimum period as may be specified by the Board of Revenue (Excise) failing which he shall be liable to refund the cost of training together with liquidated damages.]

25. Substituted by G.O.(p).No.31/82/TD dated 15-4-1982 in K.G. No. 19 dated 11-5-1982.

26. Inserted by G.O.(P)No.123/85/TD dated 10-10-1985.

27. Substituted by G.O.(P) 166/88/TD dated 29-11-1988 in K.G. No. 50 dt. 20-12-88.

28. Omitted by G.O.(P) No.91/79/TD dt.16-7-1979 in K.G.No. 37 dt. 18-9-1979 (w.e.f.9-9-74)

29. Rule 9 numbered as sub rule (1) and sub rule (2) inserted by GO(P) 150/77/TD dt. 2-12-77.



<sup>32</sup>[10. Unit of appointment, discharge and reappointment, Seniority and appointment as full member- For the purposes of appointment or reappointment to the service, whether as a full member or not, discharge from the service and seniority among the members of the service, the State shall be unit in the case of Excise Inspectors and the Excise Divisions shall be units in the case of Excise Preventive Officers, Excise Guards and Drivers:

<sup>33</sup>[Provided that the offices of the Board of Revenue (Excise), the Joint Commissioner of Excise, the Deputy Commissioners of Excise, the Assistant Commissioner of Excise (Inspection and Training), Excise Division Offices, and the Office of the Assistant Commissioner of Excise (Distilleries and Pharmaceuticals) shall constitute a separate Special Unit. The Staff to be posted in the Offices Constituting the Special Unit shall be drawn from the State/Divisional Units for a maximum period of 3 years, based on seniority, retaining their lien in their parent units, by rotation.]

<sup>34</sup>[11. Postings and transfers:-

(1) postings and transfers of all persons appointed to service from one unit to another within an Excise Zone shall be made by the Deputy Commissioner of Excise concerned.

(2) Postings and transfers from one Excise Zone to another Excise Zone and to and from the special unit shall be made by the Additional Secretary (Excise), Board of Revenue.

**Note:-** An Excise Zone is a group of Excise Divisions under the jurisdiction and control of a Deputy Commissioner of Excise)

### <sup>35</sup>[Appendix

(Vide sub-rule (2) of Rule 9)

Know all Men BY These Presents that We Shri..... aged.....son of Shri..... residing at ..... House.....Taluk..... District.....(hereinafter called The Bounden)..... and Shri..... son/daughter of Shri..... aged..... of ..... House..... Village..... Taluk..... District and Shri..... aged..... son/daughter of Shri..... of ..... House..... Village..... Taluk..... District (hereinafter called the sureties do hereby bind ourselves our heirs, executors and administrators jointly and severally to pay unto the Governor of Kerala (hereinafter called 'the Government') on demand, the sum of Rs.....(Rupees..... only) together with interest thereon at the usual bank rate from the date of demand till date of payment (here enter the total amount due from the Bounden plus an amount of Rs. 2,000 as liquidated damages)

Signed and dated this the ..... day of..... One thousand nine hundred and.....

Signed by Shri.....(The Bounden)

- 
30. Substituted by G.O.(P) No.91/79/TD dated 16-7-1979 (w.e.f. 9-9-1974)
  31. Inserted by G.O.(P) 166/88/TD dated 29-11-1988
  32. Substituted by G.O.(P) 31/82/TD dated 15-4-1982.
  33. Substituted by G.O.(P)No. 166/88/TD dt. 29-11-1988.
  34. Substituted by G.O.(P) 31/82/TD dt. 15-4-1982.
  35. Inserted by G.O.(P) 150/77/TD, dt. 2-12-1977.



**In the presence of Witnesses:-**

(1).....

(2).....

Signed by Shri.....and Shri.....(the sureties)

**In the presence of Witnesses:-**

(1).....

(2).....

Whereas the Bounden has been selected to undergo a training for a period of.... months in the.....here enter the name of the Institution).

And whereas the Government have agreed to pay to the Bounden during the period of the said training a monthly stipend of Rs.... (Rupees.....only) and other usual allowances admissible under the relevant rules and also to meet the cost of the training subject to the terms and conditions herein appearing to which the Bounden and the Sureties have also agreed.

Now the condition of the above written obligation is that in the event of the failure of the Bounden after the successful completion of his training to serve the Government, if required to do so by the Government in the.....in any capacity consistent with his qualification and experience for a minimum period of..... years or of his failure to conform to the instruction conveyed to him regarding the said training or in the event of any adverse reports regarding his conduct during the course of the training or the Bounden discontinuing the training without prior permission of the Government or in the event of the Bounden deserting the.....before the expiry of the said period.....years or of his failure to return all articles or uniform and other Government articles with him at the time of his leaving the training or the.....to his immediate superior not being blow the rank of.....and to receive a receipt therefor which alone is the record to show his non-liability in respect of the Government articles or to pay his immediate superior not below the rank of.....all dues to the Government such as mess or canteen charge arrears or advances received during the training period or in the event of breach of all or any of the conditions mentioned in these presents, the Bounden and the Sureties shall, forthwith pay to the Government on demand the said sum of Rs.....(Rupees.....only) together with interest at the usual bank rate from the date of demand till date of payment and upon payment of all such sums the above written obligation shall be void and of no effect, otherwise this shall remain in full force and effect.

Provided further that the Bounden, and the sureties hereby agree that all sums found due to the Government under or by virtue of these presents may be recovered jointly and severally from them and from their properties both movable and immovable under the provisions of the Revenue Recovery Act for the time in force as though such sums are arrears of land revenue and in such other manner as the Government may deem fit.

Provided always that the liability of the Sureties under this Bond shall not be impaired or discharged by the Government giving time or any other indulgence to the Bounden.

Signed and delivered by Shri.....(The Bounden)

**In the presence of Witnesses:-**

(1).....

(2).....

Signed and delivered by Shri.....and Shri.....(The sureties)

**In the presence of Witnesses:-**

(1).....

(2).....]



©  
കേരള സർക്കാർ  
Government of Kerala  
2015



Regn. No. KERBII/2012/45073  
dated 5-9-2012 with RNI  
Reg. No. KI/IV(NY)634/2015-17

കേരള ഗസറ്റ്  
KERALA GAZETTE

അസാധാരണം  
EXTRAORDINARY

ആധികാരികമായി പ്രസിദ്ധപ്പെടുത്തുന്നത്  
PUBLISHED BY AUTHORITY

5915

|                     |                                                           |                                                                                                               |                     |
|---------------------|-----------------------------------------------------------|---------------------------------------------------------------------------------------------------------------|---------------------|
| വാല്യം 4<br>Vol. IV | തിരുവനന്തപുരം,<br>തിങ്കൾ<br>Thiruvananthapuram,<br>Monday | 2015 ഒക്ടോബർ 5<br>5th October 2015<br>1191 കന്നി 19<br>19th Kanni 1191<br>1937 ആശ്വിനം 13<br>13th Aswina 1937 | നമ്പർ<br>No. } 2257 |
|---------------------|-----------------------------------------------------------|---------------------------------------------------------------------------------------------------------------|---------------------|

2  
34 12 175  
M

GOVERNMENT OF KERALA  
Taxes (F) Department  
NOTIFICATION

G. O. (P) No.178/2015/TD.

*Dated, Thiruvananthapuram, 3rd October, 2015.*

400/14

**S. R. O. No. 669/2015.**—In exercise of the powers conferred by sub-section (1) of section 2 of the Kerala Public Services Act, 1968 (19 of 1968) read with section 3 thereof, the Government of Kerala hereby make the following rules further to amend the Special Rules for the Kerala Excise and Prohibition Subordinate Service issued by notification under G. O. (P) No. 112/74/TD dated 9th September, 1974 and published as S.R.O. No. 689/74 in Part I of the Kerala Gazette No. 39 dated 24th September, 1974, namely:—

33/3849/2015/S-9.



## RULES

1. *Short title and commencement.*—(1) These rules may be called the Kerala Excise and Prohibition Subordinate Service (Amendment) Special Rules, 2015.

“(2) The rules except Rule 2 (4), shall be deemed to have come into force with effect from 1st January 2015”.

2. *Amendment of the Rules.*—In the Special Rules for the Kerala Excise and Prohibition Subordinate Service,—

(1) in rule 2,—

(a) for the entries, proviso and the Notes in column (2) against the category “1. Excise Inspectors” in column (1), the following entries, provisos and Notes shall, respectively, be substituted, namely:—

“(1) Promotion from category 1A:

(2) Direct recruitment.

Provided that the ratio of promotion and direct recruitment shall be in the ratio 1:1. Direct recruitment shall be from open quota and also from categories 1A, 2 and 3. Ten percent of the vacancies for appointment by direct recruitment shall be reserved for appointment from categories 1A, 2 and 3.

Provided further that in the absence of sufficient number of suitable candidates for appointment by direct recruitment from categories 1A, 2 and 3, such vacancies shall be filled up from among the candidates by direct recruitment from open quota.

*Note 1:*—Recruitment to the post by direct recruitment and direct recruitment from approved probationer in any one of the categories 1A, 2 and 3 shall be made by the Kerala Public Service Commission. The rules regarding communal reservation and rotation will not be applicable to Direct Recruitment for 10% vacancies from category 1A, 2 and 3.

*Note 2:*—For the purpose of appointment by promotion, the category of Excise Inspectors shall be a selection category.



*Note 3:* While making appointment, every second turn shall be from direct recruitment, subject to maximum of 50% of the cadre strength.

*Note 4:* While following the ratio of direct recruitment every 10th turn of direct recruitment within a slot of 10 vacancies earmarked for direct recruitment shall be from among the candidates belonging to categories 1A, 2 and 3.

(b) the Note and proviso below the entry against the category "1A. Assistant Excise Inspector" shall be omitted;

(c) against the category 2, the existing Note shall be numbered as Note 1 thereof and after Note 1 as so numbered, the following Note shall be added, namely:—

"*Note 2:*—The officers in service as on the date of commencement of the Kerala Excise and Prohibition Subordinate Service (Amendment) Special Rules, 2015 having a minimum qualification of S. S. L. C. shall be eligible for promotion."

(d) for the category "3. Excise Guards/Woman Excise Guards" in column (1), the following category shall be substituted, namely:—

"3. Civil Excise Officer"/Women Civil Excise Officer.

(c) after category 4,—

(i) after the first proviso, the following proviso shall be inserted, namely:—

(ii) "Provided that in all cases of direct recruitment under these rules, the N. C. C. Certificate holders having 'A', 'B' and 'C' categories will be given weightage of marks at the rate of 2%, 3% and 5%, respectively."

the existing second proviso, shall be deleted and the following shall be inserted, namely:—

(iii) in the case of direct recruitment to the post of Driver, only male candidates shall be eligible and in all other categories except Driver for by promotion or by transfer appointment; male and female candidates shall be eligible.



the following proviso shall also be inserted, namely:—

(iv) "Provided also that the posts of Excise Inspectors and Civil Excise Officers/Women Civil Excise Officers shall be training posts and the usual conditions in respect of training posts shall be followed for those selection. The successful completion of the training will be a pre-requisite qualification for the above posts.";

(2) for rule 4, Age—No person shall be eligible for appointment by direct recruitment, the following rule shall be substituted, namely:--

(i) To categories 1, 1A, 2 and 3 if he has completed 31 years of age or if he has not completed 19 years of age on the first day of January of the year in which applications for appointments are invited (As the age enhanced by 1 year).

(ii) "Provided that the maximum age limit for direct recruitment from categories 1A, 2 and 3 as Excise Inspector through Kerala Public Service Commission shall be 45 years.

(iii) To category 4 if he has completed 39 years of age or if has not completed 21 years of age on the first day of January of the year in which applications for appointment are invited (by raising 1 year age)"

(3) in the Table below rule 5,--

(a) against the category "1. Excise Inspector" in column (1),---

(i) against the entry "(2) Promotion" in column (2), for the letters and word "S. S. L. C. standard" in column (3), the words "Pass in Plus-Two Examination or its equivalent" shall be substituted;

(ii) the existing Note shall be numbered as Note 1 and in Note 1 as so numbered, in the last sentence, after the words "The person appointed", the words "by promotion" shall be inserted;

(iii) after 'Note 1' as so numbered, the following Note shall be inserted, namely:--

"Note 2:--The officers in service as on the date of commencement of the Kerala Excise and Prohibition Subordinate Service (Amendment) Special Rules, 2015 having a minimum qualification of S. S. L. C. standard shall be eligible for promotion.";



(b) against the category "2. Excise Preventive Officers" in column (1), in the entries in column (3),

(i) in item (1), for the letters and word "S. S. L. C. standard", the words "Plus Two Examination or its equivalent" shall be substituted;

(ii) to item (1), the following proviso shall be added, namely:---

"Provided that the officers in service as on the date of commencement of the Kerala Excise Prohibition Subordinate Service (Amendment) Special Rules, 2015 who have put in service for a period of not less than three years as Civil Excise Officers/Women Civil Excise Officers if he/she possesses the minimum educational qualification of S.S.L.C. standard and at least seven years of such service in the case of those who do not possess S.S.L.C. standard shall be eligible for promotion.";

(c) for the category "3. Excise Guards/Women Excise Guards" in column (1) the following category shall be substituted, namely:---

"3. Civil Excise Officer"/Women Civil Excise Officer.

(d) against the category "3. Civil Excise Officers" in column (1), after item (3) in column (3), the following item with the proviso and Note thereunder shall be inserted, namely:---

"(4) Must have qualified in the endurance test of two kilometres race within 13 minutes in the case of men Civil Excise Officer and two kilometres race within 15 minutes in the case of Women Civil Excise Officer, conducted by the Kerala Public Service Commission. The appointment to the post shall be on completion of a successful training by the candidate:

Provided that in the case of appointment under Compassionate Employment Scheme, the test shall be conducted by a Committee consisting of Additional Excise Commissioner (Enforcement), Additional Excise Commissioner (Administration) and the Principal, State Excise Academy and Research Centre, Thrissur.



*Note 3:*—The candidates to be appointed under the Compassionate Employment Scheme shall also have the physical qualifications as stated above.”;

(c) against the category “4. Drivers” in column (1),—

(i) for item (1) and the entry against it in column (3), the following item and entry shall be substituted, namely:—

“(1) Must have passed S.S.L.C. or its equivalent.”;

(ii) in the *Note* under item (1), for the words, letters and bracket “Pass in Standard VII (new)”, the words and letters “Pass in S. S. L. C.” shall be substituted.;

(4) in rule 6,—

(a) in sub-rule (1), the following sentence shall be added at the end, namely:—

“Failure to pass the Tests will be a bar for future promotion and increment.”;

(b) in the Table under sub-rule (1), for the category “Excise Preventive Officer” in column (1) and the entries against it and the Notes there under in column (2), the following category, entries and Note shall, respectively, be substituted, namely:—

“Civil Excise Officers/Women Civil Excise Officers—(1)  
Manual of Office Procedure.

(2) The candidates appointed under the Compassionate Employment Scheme shall pass the physical efficiency test also conducted by the State Excise Academy and Research Centre, Thrissur.”;

(c) in the Table under sub-rule (2) against the category “Excise Preventive Officers” in column (1), for the entries and Note 1 below it, the following entries and Note shall be substituted, namely:—



“(1) Excise Test Part A - Paper I & Part B---Paper III

(2) District Office Manual/Manual of Office Procedure.

*Note 1:*---The Clause (c) under sub-rule (4) shall take effect from 20th August, 2011.

(5) in rule 7,--

(a) in sub-rule (1), for the words “Additional Secretary (Excise)”, the words “Additional Excise Commissioner (Administration)” shall be substituted;

(b) in sub-rule (2), for the proviso, the following proviso shall be substituted, namely:—

“Provided that the appointing authority in respect of categories (2), (3) and (4) working in the offices of the Commissioner of Excise, Additional Excise Commissioners, Joint Excise Commissioners, Deputy Excise Commissioners, Deputy Excise Commissioner [Headquarters of Kerala State Beverages (Manufacturing and Marketing) Corporation Limited], Deputy Excise Commissioner (Canteen Stores Department), Assistant Excise Commissioner (Excise Intelligence and Investigation Bureau) and Excise Division Offices which constitute the “Special Unit” shall be Additional Excise Commissioner (Administration) and in respect of these categories working in the Excise Enforcement and Anti-Narcotic Special Squads shall be the Joint Excise Commissioner in charge of the zone concerned.”

(6) in rule 8, after clause (b), the following *Note* shall be inserted, namely:—

“*Note:*—In the case of persons appointed by direct recruitment or by transfer and are continuing in uniformed post of Excise Department, the period spent for basic pre service training shall be counted for probation and increment [in tune with G. O. (Ms.) No. 185/2011/Home dated 22-8-2011 sanctioning increment and other service weightage to Police personnel].”



(7) in rule 9,—

(a) for the marginal heading "Training", the marginal heading "Training, Examination and Stipend" shall be substituted;

(b) for sub-rule (1), the following sub-rule shall be substituted, namely:—

"(1) Every person appointed to category (1) by direct recruitment shall be treated as Excise Inspector trainee and he shall not be appointed in the substantive post till the successful completion of the basic training for a period of not less than twelve months, as may be decided by the Commissioner of Excise. Every person appointed to category (2), by transfer or under the Compassionate Employment Scheme shall, immediately after their appointment, undergo such training for a period of not less than six months, subject to the minimum of 180 working days, as may be decided by the Commissioner of Excise. Every person appointed to category (3) by direct recruitment or by transfer or under the Compassionate Employment Scheme shall be treated as Civil Excise Officer/Women Civil Excise Officer trainee and he/she shall not be appointed in the substantive post till the successful completion of basic training for a period of not less than six months, subject to the minimum of 180 working days, as may be decided by the Commissioner of Excise. Persons undergoing basic training shall be paid stipend as may be fixed by the Government, from time to time. All the persons who did not undergo basic training will be placed under orders of training within a period of two years and those who did not successfully complete the basic training shall not be considered for future promotions."

(c) in sub-rule (2),—(i) for the words "deputed for training", the words "deputed for basic training" shall be inserted;

(ii) for the words and bracket "Board of Revenue (Excise)"; the words "Commissioner of Excise" shall be substituted;

(iii) the following provisos shall be inserted, namely:—

"Provided that it shall not be necessary for officers exceeding 50 years of age to undergo any physical training and officers exceeding 45 years of age to undergo training in swimming."



Provided further that, if by reason of accident or major diseases an officer upon giving an opportunity to undergo training cannot undergo such training, the Training Committee may grant him temporary exemption subject to such conditions as may be decided by the Training Committee after considering the facts. The Training Committee shall consist of the Additional Excise Commissioner (Enforcement) as Chairman and the Additional Excise Commissioner (Administration), the Principal, State Excise Academy and Research Centre, as members.”;

(8) in rule 10,--

(a) after the words “Excise Inspectors”, the words “and Assistant Excise Inspectors” shall be inserted;

(b) for the proviso, the following proviso shall be substituted, namely:--

“Provided that the offices of the Commissioner of Excise, the Additional Excise Commissioners, the Joint Excise Commissioners, the Deputy Excise Commissioners, the Deputy Excise Commissioner [Headquarters of Kerala State Beverages (Manufacturing and Marketing) Corporation Limited], the Deputy Excise Commissioner (Canteen Stores Department), the Assistant Excise Commissioner (Excise Intelligence and Investigation Bureau) and Excise Division Offices shall constitute a separate Special Unit. The staff to be posted in the offices constituting the Special Unit shall be drawn from the State/Divisional Units for a minimum period of 3 years, based on seniority, retaining their lien in their parent units, by rotation.”;

(9) in rule 11,--

(a) for sub-rule (1), the following sub-rule shall be substituted, namely:--

“(1) Transfer and posting of all persons, except categories 1 and 1A, from one unit to another within the Excise Division shall be made by the Deputy Commissioner of Excise in-charge of the Excise Division concerned.”;

33/3849/2015/S-9.



(b) for sub-rule (2), the following sub-rule shall be substituted, namely:—

“(2) Transfer and posting from one Excise Division to another Excise Division and to and from the special unit shall be made by the Additional Excise Commissioner (Administration).”;

(c) the Note to sub-rule (2) shall be omitted.

By order of the Governor,

DR. W. R. REDDY, IAS,

*Principal Secretary to Government.*

#### **Explanatory Note**

(This does not form part of the notification, but is intended to indicate its general purport.)

In order to give sufficient opportunity for promotion to the Civil Excise Officers/Women Civil Excise Officers, who were hitherto known as ‘Excise Guards/Women Excise Guards as per G. O. (P) No. 113/2008/ID dated 4th June, 2008, the direct recruitment to the post of Preventive Officers have been stopped and the ratio for direct recruitment and promotion to the post of Excise Inspectors is made as 1:1. But, the total strength of the Excise Inspectors in the Excise Department is meagre when compared with the strength of the Preventive Officers and Civil Excise Officers/Women Civil Excise Officers. Hence, the opportunity of promotion from the cadre of Preventive Officer become meagre, which causes dissatisfaction among the qualified Civil Excise Officers/Women Civil Excise Officers and Preventive Officers. It is, therefore, felt that this requires Amendment setting apart the 10% of the direct recruitment for the qualified Civil Excise Officers/Women Civil Excise Officers, Preventive Officers and the Assistant Excise Inspectors in service, with effect from



this Special Rules brought into force. It has been decided that the vacancies in the cadre of Excise Inspector which arises on or after the publication of this Special Rules shall be filled up or reserved to be filled up in the ratio 10:9:1. Provided the rotation shall be continued till the direct recruitment reaches 50% of the cadre strength and thereafter the vacancies shall be filled up from their respective quota.

Due to the amendment of the Kerala Abkari Act (Act 1 of 1077) by Act 16 of 1997, most of the offences under the Act are cognizable with major punishment of imprisonment for a term which may extend to ten years and with fine which shall not be less than rupees one lakh and such offences are to be investigated and charge sheeted before the Sessions Court in accordance with the provisions of the Code of Criminal Procedure, 1973. Hence, the duties and responsibilities of the employees in the Excise Department have been increased. The post of Excise Inspector is a key post in the Excise Department having vast responsibilities and duties including administration of range offices, detection of offences, investigation and charge sheeting of abkari cases etc. Moreover, the Excise Inspector is having the responsibilities of a drawing and disbursing officer. In order to increase the efficiency of Excise Inspectors, for the candidates directly appointed, a period of not less than 12 months training immediately after their appointment is prescribed and they are to be treated as Excise Inspector Trainees and will be posted in the substantive posts, only after successful completion of training.

The Assistant Excise Inspectors are having the responsibilities same as that of Excise Inspectors as fixed by the notification published as S.R.O. No. 361/2009 dated 8th May, 2009. The Excise Inspectors have to be well conversant with Abkari Act and other enactments and the Rules made under such Acts, the Manual of Office Procedure etc. So it is also decided to give training.

33/3849/2015/S-9.



The Excise Preventive Officers are considered as head of the Basic Unit and primary enforcement officers and the functions of Excise Preventive Officers are to administer the Abkari Laws and also to work at offices. As they are expected to acquire the qualification to pass Excise Test Part A and B, Manual of Office Procedure instead of passing Preventive Officer Test before promotion as Excise Preventive Officers, the above tests are introduced for promotion. A training has also been introduced to them also.

Civil Excise Officers/Women Civil Excise Officers are usually entrusted with office work at Excise Range Offices and Excise Circle Offices. Hence, it is necessary to pass Manual of Office Procedure for the declaration of probation. They will also be part to a training programme and they are to be treated as Civil Excise Officer/Women Civil Excise Officer trainee and will be appointed in the substantive posts only after successful completion of training.

As per G. O. (Ms.) No. 112/2007/H.I:dn. dated 21st August, 2007, Government have ordered that the NCC Certificate holders holding the 'A', 'B', 'C' certificates should be given weightage of marks at the rate 2%, 3%, 5% respectively, for selection to the uniformed forces in the Departments of Police, Excise, Jail, Forest, Fire and Rescue Services, by amending, the Special Rules of the Departments concerned. Hence, it has been decided to incorporate the same in the Special Rules for the Kerala Excise and Prohibition Subordinate Services. For better discipline and enforcement work, it is decided to give training for a period not less than six months to the employees, in order to motivate Excise personnel to perform better in service.

The Kerala Public Service Commission has advised to modify the minimum eligibility, training and other conditions of the service of the post of Civil Excise Officers/Women Civil Excise Officers at par with similar post of Fireman and Forest Guard so that a unified recruitment process can be done. After taking into consideration of the advice of the Kerala Public Service Commission, Government have decided to fix Plus Two as



the basic educational qualification for the post of Civil Excise Officer/ Women Civil Excise Officer and introduced an endurance test as a pre-test for the selection procedures. In addition to the above, some other consequential amendments are also proposed in view of the abolition of the Board of Revenue and upgradation of certain posts.

In view of the recommendation of Kerala Public Service Commission, Government have ordered that Civil Excise Officers/Women Civil Excise Officers in Excise Department should pass the Excise Test Part A—I & II Papers, Part B—III Paper and District Office Manual/Manual of Office Procedure for promotion to the post of Preventive Officers as per G. O. (P) No. 26/11/P&ARD dated 20th August, 2011 and that the existing departmental test (one paper) for promotion of Civil Excise Officers/Women Civil Excise Officers as Preventive Officer will be discontinued. In order to give statutory effect to the above Government Order also the Government decided to amend the rule.

The notification is intended to achieve the above objects.



111

22



GOVERNMENT OF KERALA

Abstract

DEPARTMENTAL TESTS—EXCISE ESTABLISHMENT—SYLLABUS  
MODIFICATION—REVISED—ORDERS ISSUED

PERSONNEL AND ADMINISTRATIVE REFORMS (ADVICE = C) DEPARTMENT

G. O. (P) No. 26/2011/P&ARD. Dated, Thiruvananthapuram, 20th August, 2011.

- Read:—1. Letter No. DEI (1) 7148/08/EW dated 13-2-2009 from the Secretary, Kerala Public Service Commission.
2. U. O. Note No. 6342/F3/09/TD dated 16-5-2009 from Taxes Department.
3. Recommendation of the committee for the amendment of Special Rules of the Kerala Excise Subordinate Service.

ORDER

The direct recruitment to the cadre of Preventive Officers in the Excise Department is stopped and the ratio for the promotion and direct recruitment to the post of Excise Inspectors have been recasted as 1 : 1 consequent on the recent amendment in the Special Rules for the Kerala Excise Subordinate Service.

2. As per the existing Special Rules, Excise Inspectors and Assistant Excise Inspectors have to pass the following tests for promotion to their higher posts and in the case of direct recruits as Excise Inspectors, they also have to pass the same test for the successful completion of probation in the cadre.

- (1) Account Test (Lower) .. 4 papers
- (2) Excise Test Part A & B .. 3 papers
- (3) District Office Manual or Manual of Office Procedure

GCPT: 3/3297/2011/DTP



3. In view of the amendment of the Special Rules of the Excise Department, the Kerala Public Service Commission has recommended that the existing tests (i.e., Excise test Part A—I & II papers, Part B—III paper and District Office Manual/Manual of Office Procedure) prescribed for the Preventive Officers recruited directly through the Kerala Public Service Commission for the successful completion of probation may also to be made applicable to Excise Guards to the post of Preventive Officers and to discontinuing the existing Test viz, departmental test for the promotion of Excise Guards as Preventive Officers—(One paper).

4. Government have examined the matter in detail and are pleased to accept the recommendation of the Kerala Public Service Commission and order that the Excise Guards in Excise Department should pass the Excise Test Part A—I & II papers, Part B—III paper and District Office Manual/Manual of Office Procedure for promotion to the post of Preventive Officers and that the existing departmental test (one paper) for promotion of Excise Guard as Preventive Officer will be discontinued.

By order of the Governor,

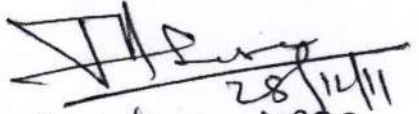
T. J. MATHEW,  
Secretary.

To

The Kerala Public Service Commission (with Covering Letter).  
The Excise Commissioner, Thiruvananthapuram.  
Joint Excise Commissioner, Thiruvananthapuram, Ernakulam, Kozhikode  
Zonals.  
All Deputy Excise Commissioners.  
Principal, State Excise Academy & Research Centre, Thrissur (with  
Covering Letter).  
Taxes (F) Department.  
PS to Chief Minister and Excise Minister.

Endorsement on file no. AV(3)11662/A2/GW dtd

Copy circulated to PS to Chairman, PA to Members and  
Secretary, Controller of Examinations, All Additional Secretaries,  
all Joint secretaries, all Deputy Secretaries, all under  
Secretaries, all Regional officers and District officers,  
All Sections and Stock file.

  
28/11/11  
For Secretary, KPSC.