

15 -ാം കേരള നിയമസഭ

8 -ാം സമ്മേളനം

നക്ഷത്ര ചിഹ്നം ഇല്ലാത്ത ചോദ്യം നം. 5636

16-03-2023 - ൽ മറുപടിയ്ക്ക്

കേരള മിനിസ്റ്റീരിയൽ/ജനറൽ സബോർഡിനേറ്റ് സർവീസിന്റെ വിശേഷാൽ ചട്ടങ്ങൾ

ചോദ്യം		ഉത്തരം	
ഡോ. മാത്യു കഴൽനാടൻ		ശ്രീ. പിണറായി വിജയൻ (മുഖ്യമന്ത്രി)	
(എ)	കേരള മിനിസ്റ്റീരിയൽ സബോർഡിനേറ്റ് സർവീസിന്റെയും കേരള ജനറൽ സബോർഡിനേറ്റ് സർവീസിന്റെയും വിശേഷാൽ ചട്ടങ്ങൾ പുറപ്പെടുവിച്ചിട്ടുണ്ടോ; എങ്കിൽ ആയതിന്റെ പകർപ്പ് ലഭ്യമാക്കാമോ?	(എ)	കേരള ജനറൽ സബോർഡിനേറ്റ് സർവീസ് ചട്ടം രൂപീകരിച്ചിട്ടുണ്ട്. ആയതിന്റെ പകർപ്പ് അനുബന്ധമായി ചേർക്കുന്നു. നിലവിൽ പ്രസ്തുത ചട്ടത്തിൽ ഉൾപ്പെട്ട ഡ്രൈവർ തുടങ്ങിയ തസ്തികകൾക്ക് പ്രത്യേകമായി വിശേഷാൽ ചട്ടങ്ങൾ രൂപീകരിച്ചിട്ടുണ്ട്. കേരള മിനിസ്റ്റീരിയൽ സബോർഡിനേറ്റ് സർവീസസ് ചട്ടങ്ങൾ പ്രത്യേകമായി പുറപ്പെടുവിച്ചിട്ടില്ല.

സെക്ഷൻ ഓഫീസർ

59. THE KERALA GENERAL SUBORDINATE SERVICE

(i) **Miscellaneous posts in the Forest Department**

(Issued in G.O. MS.No. 354/63/PD. dated 2-8-1963)

1. *Constitution.*—The following posts in the Forest Department shall constitute a separate class in the Kerala General Subordinate Service:—

- (1) Jeep Driver
- (2) Lorry Driver
- (3) Roller Driver

2. *Appointment.*—Appointment to this class shall be made by direct recruitment or by transfer from any other class or service.

3. *Appointing authority.*—The appointing authority for all the posts shall be the Deputy Conservator of Forests, Divisional Forest Officer or any Officer of the Forest Department exercising the powers of a Divisional Forest Officer and having jurisdiction.

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

‡ 5. *Qualification, Age.*—No person shall be eligible for appointment by direct recruitment to any of the posts in this class, if he has completed or will

* Added/Amended vide G. O. MS. No. 445/72/AD dated 30-12-1972.

† Amended vide G. O. MS. No. 565/64/Agri. dated 27-8-1964.

‡ Amended vide G. O. (P) 1/72/PD dated 1-1-1972.

complete 33 years of age on the first day of July of the year in which applications for appointment are invited.

6. *Other Qualifications.*—No person shall be eligible for appointment to the posts specified in column (1) of the table below unless he possesses the qualifications specified in the corresponding entry in column (2) thereof.

TABLE

<i>Post</i> (1)	<i>Qualifications</i> (2)
Accp Driver	<ol style="list-style-type: none"> 1. Literacy in Malayalam, Tamil or Kannada. 2. Must possess a current M. D. L. endorsed for cars and delivery vans and experience in driving motor vehicles for not less than 3 years.
Lorry Driver	<ol style="list-style-type: none"> 1. Literacy in Malayalam, Tamil or Kannada. 2. Must possess a current M.D.L. with endorsement for driving heavy duty vehicles and 3 years' experience in driving heavy vehicles either military or civil.
Roller Driver	<ol style="list-style-type: none"> 1. A pass in Form III or equivalent qualification. 2. Proficiency or competency certificate from the Superintendent of Government Engineering Workshop, Trivandrum.

7. *Probation:*—Every person appointed to any of the posts in this class shall, from the date on which he joins duty, be on probation for a total period of 2 years on duty within a continuous period of three years.

(ii) **Miscellaneous posts in the N.C.C. Establishment**

[Issued in G.O. (P) No. 443/66/PD. dated 15-11-1966.]

1. *Constitution.*—The following posts in the National Cadet Corps Establishment shall constitute a separate class in the Kerala General Subordinate Service, namely:—

- (1) Aero-modelling Instructor-cum-Store-Keeper.
- (2) Ship-modelling Mechanic.

- (3) Ship Modelling Store-Keeper.
 ** (4) Driver on Rs. 90-190.
 ** (5) Driver on Rs. 85-175.
 * (6) Boat Keeper.

2. *Appointments.*—(a) Appointment to the various posts shall be made as follows:—

<i>Posts</i>	<i>Method of appointment</i>
1. Aero-Modelling Instructor-cum-Store-Keeper } 2. Ship Modelling Mechanic }	(i) By promotion from lower categories; or In the absence of suitable hands for promotion:— (ii) By transfer from any other service, class or category.
	or
	(iii) By direct recruitment
3. Ship modelling Store-keeper } **4. Driver on Rs. 90-190 } **5. Driver on Rs. 85-175 }	By transfer from any other service or By direct recruitment.
*6. Boat Keeper	(i) Recruitment by transfer from other service in the Department or any other service, (ii) Direct Recruitment (if candidates for appointment by transfer are not available).

(b) Appointments to this class shall be reserved for ex-servicemen and if qualified ex-servicemen are not available, appointments shall be made from among qualified candidates other than ex-servicemen.

3. *Appointing authority.*—The Director, N.C.C. shall be the appointing authority.

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

5. *Qualification.*—Agc.—†No person shall be eligible for appointment by direct recruitment to any of the categories except category 6 unless he has

**Amended vide G. O. (P) 10/72/Edn. dated 11-1-1972.

*Added/Amended vide G. O. MS. No. 230/68/Edn. dated 18-5-1968.

†Added/amended vide G.O. MS. No. 230/68 Edn. Dated 18-5-1968.

completed or will complete 21 years of age and has not completed or will not complete 33 years of age on the First day of July of the year in which applications for appointment are invited. In the case of category 6 no persons shall be eligible for appointment by direct recruitment if he has completed or will complete 30 years of age on the First day of July of the year in which the applications for appointment are invited. Provided that the Government may relax the age limit in the case of category 6, if candidates within the prescribed age limit are not available for appointment.

6. *Other qualifications.*—No person shall be eligible for appointment to any of the categories specified in Col. (1) of the table below unless he possesses the qualifications specified in the corresponding entry in column (2) thereof.

TABLE

<i>Post</i>	<i>Qualifications</i>
(1)	(2)
1. Aero-modelling Instructor-cum-Store Keeper.	Minimum general educational qualification of the S.S.L.C. standard with practical experience in Aero-modelling eg. ability to impart theoretical knowledge and to demonstrate construction and actual flying of models.
2. Ship-modelling Mechanic	Minimum general educational qualification of the S. S. L. C. Standard with practical experience in ship-modelling. <i>Desirable:</i> —Practical experience in ship-modelling to impart theoretical knowledge and demonstrative construction of ship modelling.
3. Ship-modelling Store-keeper	1. Minimum general educational qualification of the S.S.L.C. Standard. 2. Must deposit a sum of Rs. 500 as security. <i>Desirable:</i> 1. Experience in Store-Keeping and maintenance of Store-Accounts.

(1)	(2)
*4. Drivers on Rs. 90-190	<p>2. Experience in ship wright or familiar with Naval Stores.</p> <p>1. Literacy in Malayalam, Tamil or Kannada.</p> <p>2. Must possess M. D. L. with endorsement for driving heavy duty vehicles, *and motor cycles and three years' experience in driving heavy vehicles either Military or Civil.</p> <p>3. Experience in driving armoured car/Tractors in Army Installations.</p> <p>4. <i>Medical fitness:</i> Ear: Hearing should be perfect. Eye: Distant vision 6/6-snellen Near vision—0.5 snellen Colour vision—Normal Night blindness—Nil. Muscles and Joints: No paralysis and all joints with free movements. Nervous system: Perfectly normal free from any infectious diseases.</p>
	<p><i>Note:</i>—Candidates possessing qualifications mentioned in items (1), (2) and (4) above will also be selected in the absence of those possessing qualification mentioned in item No.(3). Candidates applying for the post should express their willingness in writing to clean and oil the vehicles. The candidates selected shall be able to drive light vehicles also.</p>

(1)	(2)
5. Drivers on Rs. 85-175	<ol style="list-style-type: none"> 1. Literacy in Malayalam, Tamil or Kannada. 2. Must possess M. D. L. with endorsement for driving heavy duty vehicles **and motor cycles and 3 years experience in driving heavy vehicles either Military or Civil. 3. <i>Medical fitness:</i> Ear: Hearing should be perfect. Eye: Distant vision-6/6 snellen Near vision-0.5 snellen Colour vision—Normal Night blindness—Nil. Muscles and Joints: No paralysis and all joints with free movements. Nervous system: Perfectly normal free from any infectious diseases.
*6. Boat Keeper	<p><i>Note:</i>—Candidates applying for the post should express their willingness in writing to clean and oil the vehicles. The candidates selected shall be able to drive light vehicles also.</p> <ol style="list-style-type: none"> 1. Literacy in Malayalam, Tamil or Kannada. 2. Must know swimming. 3. Must possess good physique 4. Knowledge in simple Boat Handling. <p><i>Desirable:</i></p> <ol style="list-style-type: none"> 1. Previous experience as Boat Keeper. 2. Knowledge in Painting and Maintenance of boats.

*Added vide G. O. MS. No. 230/68/Edn., dated 18-5-1968.

**Amended vide G. O. (P) 10/72/Edn. dated 11-1-1972.

7. *Probation*.—Every person appointed to any of the posts in this class shall, from the date on which he joins duty, be on probation (i) if recruited direct or by transfer from any other service for a total period of two years on duty within a continuous period of three years, and (ii) if appointed by promotion for a total period of one year on duty within a continuous period of two years.

8. *Training*.—A person appointed to the posts of Aero-modelling Instructor-cum-store-keeper, Ship-modelling Mechanic and Ship-Modelling Store-keeper shall undergo within the period of probation such training as the Director, N.C.C. may consider necessary.

(iii) **Miscellaneous Post in the Secretariat**

[Issued in G. O. (P) No. 2/61/PD dated 2-1-1961]

1. **Constitution*.—The following posts in the Secretariat shall constitute a separate class in the Kerala General Subordinate Service:—

1. Sergeant
2. Garden Assistant
3. Drivers of Motor Vehicles
4. Binders
5. Duplicator Machine Operators
6. Lift Operators
7. Attenders
- **8. Clerical Attenders.

2. **Appointment*.—Appointment to this class shall be made as follows:—

<i>Category</i>	<i>Method of appointment</i>
(1)	(2)
1. Sergeant, Secretariat	Direct recruitment or for special reasons, recruitment by transfer from any other class or service.
2. Garden Assistant	By transfer from cadre of Fieldman in the Agriculture Department.
3. Drivers of Motor Vehicles	Direct recruitment or recruitment by transfer from any other class or service.

*Added/Amended vide G. O. (P) 140/PD. dated 30-4-1968.

**Added vide G.O. (P) 117/PD. dated 24-4-1969.

(1)	(2)
4. Binders	Direct recruitment or recruitment by transfer from any other class or service.
5. Duplicator Machine Operators	Direct recruitment or recruitment by transfer from any other class or service.
6. Lift Operators	Direct recruitment or recruitment by transfer from any similar class or service.
7. Attenders	Transfer from among attenders in the Secretariat or if suitable persons are not available for such transfer:— (a) transfer from among attenders in other Departments, or (b) transfer from among persons holding other categories of post in the Last Grade service in the Secretariat.
**8. Clerical Attenders	(1) †By promotion of Attenders in the Secretariat or (2) In the absence of Attenders suitable for promotion; (a) by transfer from the category of Peons/Chowkidars in the Last Grade Service in the Secretariat, who have put in at least two years' service and have passed the Attenders' Test conducted by the Public Service Commission; or (b) by promotion from the categories of Lift Operators and Ronco Operators (in the Secretariat) who have put in at least two years' service and have passed the Attender's Test conducted by the Public Service Commission.

†2.A *Unit of operation of Rule.*—The Departments mentioned below shall be deemed to constitute separate units, for purposes of appointment, promotion, discharge for want of vacancies etc., in respect of the posts mentioned in rule 2 and coming within each such Department.

(1) Finance Department

(2) Law Department

**Added vide G. O. (P) 117/PD dated 24-4-1969.

†Amended vide G. O. (P) 33/72/PD. dated 19-1-1972.

- (3) All other Departments of the Secretariat taken together.
 (4) Governor's Secretariat.

3. *Appointing authority.*—The appointing authority shall be the Additional Secretary to Government, Public Department or any other Officer authorised in that behalf by the Chief Secretary to Government.

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

5. *Qualification, Age.*—No person shall be eligible for appointment by direct recruitment to the posts specified in column (1) of the table below if he has completed or will complete the age specified in the corresponding entry in Column (2) thereof.

TABLE

<i>Posts</i>	<i>Age</i>
(1)	(2)
1. Sergeant	*33 years on the 1st July of the year in which applications for appointments are invited.
2. Drivers	*33 years on the 1st July of the year in which the applications for appointment are invited.
3. Binders	} *30 years on the 1st July of the year in which applications for appointment are invited.
4. Duplicator Machine operators	

**6. *Other qualifications.*—No person shall be eligible for appointment to the categories specified below unless he possesses the qualifications specified against each.

<i>Category</i>	<i>Qualifications</i>
(1)	(2)
1. Sergeant	(i) (a) Must be a pensioned officer of the rank of Subedar in the Army. or (b) English literacy and ten years military service in the infantry. or

*Amended vide G. O. (P) 1/72/PD dated 1-1-1972.

**Amended vide G. O. (P) 140/PD dated 30-4-1968.

(1)	(2)
	(c) Must possess the minimum general educational qualification of the S. S. L. C. Standard with six months Police or Military Training.
	(ii) Must be physically fit.
2. Garden Assistant	(i) Minimum General Educational qualification of the S. S. L. C. Standard; (ii) Training in Horticulture; and (iii) Experience in Gardening.
3. Driver	(i) Literacy in Malayalam, Tamil or Kannada (ii) Must possess a current M. D. L. Endorsed for cars and delivery vans and experience in driving motor vehicles for not less than three years.
4. Binders	(i) Pass in Standard VII (III Form) or equivalent examination or Malayalam or Tamil School Leaving Certificate Examination; and †(ii) Pass in M. G. T. E. or K. G. T. E. in Book Binding (Lower) In the absence of candidates possessing this qualification persons with 18 months experience in Book Binding shall be selected, provided, they prove their proficiency in Book Binding at a practical test.
5. Duplicator Machine operators	(i) Pass in Standard VII (III Form) or equivalent examination; and (ii) Experience for a period of six months in operating duplicator machine in any printing press or other institutions, where such machines are in operation.
6. Lift Operators	<i>Essential:</i> Literacy in Malayalam, Tamil or Kannada. <i>Desirable:</i> Experience in Lift Operation.
7. Attender	Pass in the Third Form (Standard VII) or equivalent. Persons in last grade service shall be eligible for appointment as Attenders only if they have passed the test conducted by the Public Service Commission for appointment of Attenders, in

†Amended vide G. O. (P) 331/72/PD. dated 29-8-1972.

3/3557/MC.

(1)

(2)

addition to other qualifications prescribed for the post. In the case of those who have put in five years service and have passed the Attenders' Test, the academic qualification of pass in Standard VII (Pass in III Form) will be waived.

*8. Clerical Attenders Pass in III Form or equivalent.

7. *Probation.*—Every person appointed to any of the categories in this class shall be on probation for a total period of two years on duty within a continuous period of three years.

IV Post of Caretaker Clerk, Caretaker and Gallery Attendant in the Sri Chitra Art Gallery

[Issued in G.O. (P) 393/71/PD dated 25-11-1971]

1. The following categories of posts in the Sri Chitra Art Gallery shall constitute a separate class in the Kerala General Subordinate Service.

1. Caretaker Clerk.
2. Caretaker.
3. Gallery Attendant.

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

<i>Category</i>	<i>Method of appointment</i>
(1)	(2)
1. Carctaker Clerk	(1) By promotion from category 2 OR (2) In the absence of suitable candidates under item (1) above, by promotion from category 3. OR (3) In the absence of suitable candidates under items (1) and (2) above by recruitment by transfer from any other service OR (4) In the absence of suitable candidates under items (1) to (3) above, by direct recruitment.

*Added vide G. O. (P)117/PD. dated 24-4-1969.

(1)	(2)
2. Caretaker	(1) By promotion from category 3. OR (2) In the absence of suitable candidates under item (1) above by recruitment by transfer from any other service OR (3) In the absence of suitable candidates under items (1) & (2) above, by direct recruitment.
3. Gallery Attendant	By direct recruitment.

3. *Appointing authority.*—The Superintendent, Sri Chitra Art Gallery shall be the appointing authority.

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

5. *Age.*—No person shall be eligible for appointment to the categories of Caretaker and Gallery Attendant by direct recruitment if he has not completed or will not complete 18 years of age or if he has completed or will complete *33 years on the 1st day of July of the year in which applications for appointment are invited. No person shall be eligible for appointment to the category of Caretaker Clerk by direct recruitment if he has not completed or will not complete 25 years of age or if he has completed or will complete *38 years on the first day of July of the year in which applications for appointment are invited.

6. *Qualifications.*—No person shall be eligible for appointment to the categories specified in column (1) of the table below unless he possesses the qualifications specified in the corresponding entry in column (2) thereof.

TABLE

<i>Category</i>	<i>Qualifications</i>
(1)	(2)
1. Caretaker Clerk	1. Minimum general educational qualification of the S.S.L.C. Standard. 2. Diploma in Drawing and Painting from a recognised institution. 3. Knowledge of Malayalam.

(1)	(2)
2. Caretaker	1. Minimum general educational qualification of the S.S.L.C. Standard. 2. Free Hand Outline and Model Drawing (Lower) certificate K.G.T.E. or M.G.T.E.
3. Gallery Attendant	Must be able to read and write English and Malayalam, Tamil or Kannada.

Note:—Practical experience in any art school or other similar institutions shall be a preferential qualification.

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

- (i) if recruited direct or by transfer from any other service for a total period of two years on duty within a continuous period of three years; and
- (ii) if appointed by promotion, for a total period of one year on duty within a continuous period of two years.

8. *Test*.—Every person appointed to the category of Caretaker Clerk shall, within the prescribed period of probation pass the test in Office Procedure and Account Test (Lower) if he has not already passed the tests.

V Posts in the Community Development Department

[Issued in G.O. (P) 302/67/PD dated 8-9-1967].

1. *Constitution*.—The following categories of posts in the Community Development Department shall constitute a separate class in the Kerala General Subordinate Service:—

Category-1 (a) Child Welfare Organisers.

- * (b) Assistant Instructresses in the Home Science Wing in Extension Training Centres.

Category-2 Artist-cum-Photographer-cum-Cinema Operators, Grade I.

† Category-3 (a) Extension Officers for Women Welfare.

- (b) Village Extension Officers, Grade I.
- (c) Village Extension Officers, Grade II.
- (d) Lady Village Extension Officers.
- (e) Balwadi Teachers.

*Amended vide G. O. MS. 89/71 /DD dated 31-5-1971.

†Amended vide G. O. (P) 130/72/DD dated 7-10-1972.

- Category-4 (a) Artist-cum-Photographer-cum-Cinema Operator, Grade II
 (b) Drivers
 (c) Mechanics
 (d) Carpenter-cum-Blacksmith.

2. *Appointment.*—Appointments to the categories of posts specified in column (1) of the Table below shall be made by the method specified in the corresponding entry in column (2) thereof:—

TABLE

<i>Categories of posts</i>	<i>Method of recruitment</i>
(1)	(2)
1. (a) Child Welfare Organisers * (b) Assistant Instructresses in the Home Science Wing in the Extension Training Centres.	} Promotion from the category of Extension Officers for Women Welfare.
2. Artist-cum-Photographer-cum-Cinema-Operator, Grade I	
3. † (a) Extension Officers for Women Welfare	† Promotion from the category of Lady Village Extension Officers.
‡ (b) Village Extension Officers Grade I	Promotion from the category of Village Extension Officers, Grade II (i) Direct recruitment; or (ii) Transfer from any other class or Service.
‡ (c) Village Extension Officers Grade II	
‡ (d) Lady Village Extension Officers	
(e) Balwadi Teachers	Direct recruitment.
4 (a) Artist-cum-Photographer-cum-Cinema Operator, Grade II	(i) Direct recruitment; or (ii) Transfer from any other class or Service.
(b) Drivers	(i) Promotion from qualified persons in the Community Development Department; or

*Amended vide G. O. (MS.) 89/71/DD dated 31-5-1971.

†Amended vide G. O. (P) 40/72/PD. dated 14-3-1972.

‡Amended vide G. O. (P) 130/72/DD dated 7-10-1972.

(1)	(2)
	(ii) In the absence of qualified persons for promotion in the Community Development Department, recruitment by transfer from any other service
	or
(c) Mechanics	(iii) Direct recruitment.
	(i) Transfer from any other class or Service; or
(d) Carpenter-cum-Blacksmith	(ii) Direct recruitment.
	Direct recruitment.

3. *Appointing authorities.*—The appointing authorities in respect of the posts mentioned in column (1) of the Table below shall be the authorities specified in the corresponding entry in column (2) thereof

TABLE

<i>Posts</i>	<i>Appointing authorities</i>
(1)	(2)
<i>Category 1:</i>	
(a) Child Welfare Organisers	
* (b) Assistant Instructresses in Home Science Wing in Extension Training Centres.	Development Commissioner.
<i>Category 2:</i>	
Artist-cum-Photographer-cum-Cinema Operator, Grade I	Development Commissioner.
† <i>Category 3:</i>	
(a) Extension Officers for Women Welfare	Development Commissioner
(b) Village Extension Officers Grade I	} Collector of the District concerned.
(c) Village Extension Officers, Grade II	
(d) Lady Village Extension Officers	

*Amended vide G. O. (MS.) 89/71/DD dated 31-5-1971.

†Amended vide G. O. (P) 130/72/DD, dated 7-10-1972.

(1)	(2)
(c) Balwadi Teachers	†Principal of the concerned Extension Training Centre.
<i>Category 4:</i>	
(a) Artist-cum-Photographer-cum-Cinema Operator, Grade II	Development Commissioner.
(b) Drivers	†Block Development Officer or Principal of Extension Training Centre concerned.
(c) Mechanics	
(d) Carpenter-cum-Blacksmith	Principal of the concerned Extension Training Centre.

4. *Reservation of appointment*:—The rules of reservation of appointment (General Rules 14-17) shall apply to appointments by direct recruitment.

5. *Qualifications*: No person shall be eligible for appointment to the post specified in column (1) of the table below by the methods specified in the corresponding entry in column (2) thereof unless he possesses the qualifications specified in the corresponding entry in column (3) of the table.

TABLE

<i>Posts</i>	<i>Method of appointment</i>	<i>Qualifications</i>
(1)	(2)	(3)
Child Welfare Organisers	Promotions	*Must have minimum field experience of 5 years as Extension Officer for Women Welfare.
†Assistant Instructresses in Home Science Wing in Extension Training Centre.	Promotion	(i) Must hold a degree of recognised University; and (ii) *Must have a minimum field experience of five years as Extension Officer for Women Welfare.
**Extension Officers for Women Welfare	Promotion	Must have a minimum field experience of five years as Lady Village Extension Officer.

†Amended vide G. O. (MS.) 89/71/DD. dated 31-5-1971.

*Amended vide G. O. (P) 130/72/DD dated 7-10-1972.

**Amended vide G. O. (P) 40/72/DD. dated 14-3-1972.

(1)	(2)	(3)
*Village Extension Officers Grade II	Direct recruitment or Transfer	<p>(a) Must possess the minimum general educational qualification of the S.S.L.C. Standard or any other equivalent qualification with minimum aggregate marks of 40%; and</p> <p>(b) Must have a good physique.</p> <p><i>Desirable:</i>—(a) Possession of certificate in Agricultural Science awarded by the National Council for Rural Higher Education.</p> <p>(b) Pass in the first class in the S.S.L.C. Examination or equivalent.</p>
*Lady Village Extension Officers	Direct recruitment or Transfer	<p>(a) Must possess the minimum general educational qualification of the S.S.L.C. Standard with minimum aggregate marks of 40%.</p> <p>(b) Must have good health to undertake arduous outdoor duties; and</p> <p>(c) Must have knowledge of handicrafts like sewing, knitting, embroidery, etc.</p> <p><i>Desirable:</i>— Teaching experience, Nursing experience, or experience in Rural and Social Work.</p>
Balwadi Teachers	Direct recruitment	<p>(a) Must possess the minimum general educational qualification of S.S.L.C. Standard; and</p> <p>(b) A certificate of successful completion of Nursery Training issued by the Kerala Government or the former Travancore-Cochin Government or</p>

(1)	(2)	(3)
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the former Travancore or Cochin Government; or Nursery Teachers' Training Certificate (Secondary Grade) issued by the Government of Madras; or

Nursery Training Certificate issued by the State Council of Child Welfare; or

Balasevika Training Certificate issued by the Indian State Council for Child Welfare.

Desirable:—Trained Teacher's Certificate

OR

Teachers' School Leaving Certificate

Artist-cum-Photographer-cum-Cinema Operator, Grade II

Direct recruitment or transfer

- (1) Must have passed the III form or equivalent examination.
- (2) Must have practical experience in Photography with various types of cameras, including developing, printing, and finishing.
- (3) Must have experience in drawing sketches, plans, maps, portraits and painting with water colours, and
- (4) Must possess certificate of training in cinema operation from the U. S. Information Service or from any other Institute and experience in operating film projectors, Epidiscopes, etc.

OR

One year's experience in operating cinema projection equipment.

(1)	(2)	(3)
Drivers	Direct recruitment transfer or promotion	<p>(1) Must be able to read Malayalam, Tamil or Kannada;</p> <p>(2) Must possess a current Motor Driving Licence endorsed for cars and delivery vans and experience in driving motor vehicles for not less than three years; and</p> <p>(3) Must possess the medical standard specified below: <i>Ear:</i> Hearing should be perfect. <i>Eye:</i> Distant vision—6/6 snellen near vision—0.5 snellen Colour vision—Normal. Night blindness—Nil. <i>Muscles & Joints:</i>—No paralysis and all Joints with free movements. <i>Nervous system:</i>—Perfectly normal. Free from any infectious diseases.</p>
Mechanics	Direct recruitment or transfer	<p>Must have successfully completed I.C. Mechanics Course of Industrial Training Institutes or any equivalent qualification</p> <p style="text-align: center;">Or</p> <p>Must have 3 years' practical experience in repair and Maintenance of machinery.</p>
Carpenter-cum-Blacksmith	Direct recruitment	<p>I. Must have passed Std. VII or equivalent qualification; and</p> <p>II (i) Must possess the Certificate in Blacksmithy or Carpentry obtained from a Government Industrial Training Centre</p> <p style="text-align: center;">Or</p> <p>Must have successfully completed training in Carpentry</p>

(1)

(2)

(3)

or Blacksmithy in the workshop attached to the Extension Training Centre, Kottarakara

Or

Must have successfully completed training in Blacksmithy or Carpentry in any of the Government Production-cum-Training Centres; and

- (ii) Practical Experience [for a total minimum period of one year in both the trades out of which the candidate should have worked in each of these trades for a period of not less than 6 months

Or

Practical experience in both the trades together for a total period of 2 years in a modern workshop.

6. *Qualifications as to age.*—No person shall be eligible for appointment by direct recruitment to any of the posts if he has not completed or will not complete 19 years of age or in the case of appointment to the post of Drivers or Mechanics if he has completed or will complete *33 years of age and in the case of appointments to any other posts if he has completed or will complete 30 years of age.

Note:—The age limits prescribed shall apply with reference to the 1st July of the year in which the selection is made.

7. *Probation.*—(1) Every person appointed to a category by direct recruitment or by transfer from other services shall, from the date on which he or she joins duty, be on probation for a total period of two years on duty within a continuous period of three years.

(2) Every person appointed to a category by promotion shall, from the date on which he or she joins duty, be on probation for a total period of one year on duty within a continuous period of two years.

*Amended vide G. O. (P) 1/72/PD. dated 1-1-1972.

*8. *Training.*—Every person selected for appointment as Extension Officer for Women Welfare or Village Extension Officer or Lady Village Extension Officer shall undergo training in one of the †Extension Training Centres in the State before appointment to the posts. The training of a candidate will be terminated in the event of his/her conduct being found unsatisfactory or in case he/she is found to be inefficient during the period of training. The candidates will be appointed to the posts only in case they satisfactorily complete the training course. The seniority of the persons appointed to the posts will be fixed on the basis of the ranks obtained by them in the final examination conducted at the Training Centres on completion of the Training Course. The period of training shall not count for probation and increment.

*9. *Term of appointment.*—Every person to be appointed to the posts of Extension Officers for Women Welfare Village Extension Officers Grade II and Lady Village Extension Officers will be required to execute a bond agreeing to serve the State Government for a period of 5 years after training and reimburse liquidated damages to the extent of Rs. 500 in addition to the amount actually spent for the training in case they violate the terms of agreement:

*Provided that no liquidated damages under this rule shall be payable by a person securing employment in any Department of the Government or any quasi-Governmental institution declared as such by the Government.

(vi) Post of Roneo Operator/Duplicator/Stencil Operator

[Issued in G.O. (P) 68/PD dated 2-3-1968]

1 (a) These rules may be called the Special Rules for the post of Roneo Operator/Duplicator Operator/Stencil Operator, 1967.

(b) They shall come into force with effect from 2-3-1968.

2. *Constitution.*—The post of Roneo Operator/Duplicator Operator/Stencil Operator which has not been included in any other service shall constitute a separate class in the Kerala General Subordinate Service.

3. *Appointment.*—Appointment to the post shall be made by transfer from any other service or by direct recruitment if suitable candidates are not available for transfer.

4. *Appointing Authority.*—The appointing authority shall be the Head of the Department or any other officer authorised in this behalf by the Head of the Department.

*Added/Amended vide G. O. (P) 130/72/DD dated 14-3-1972.

†Amended vide G. O. Ms. 89/71/DD dated 31-5-1971.

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

6. *Qualifications Age.*—No person shall be eligible for appointment to the post by direct recruitment if he has not completed or will not complete 19 years of age or if he has completed or will complete *30 years of age on the 1st day of July of the year in which applications for appointment are invited. The maximum age limit prescribed is subject to relaxation as per rules.

7. *Other qualifications.*—No person shall be eligible for appointment to the post by the method specified under column (1) of the table below unless he possesses the qualifications mentioned in the corresponding entry under column (2) thereof.

TABLE

<i>Method of appointment</i> (1)	<i>Qualifications</i> (2)
Transfer	(i) Literacy in English. (ii) Experience for a period of at least 6 months in operating Duplicator Machine in any Printing Press or other such institutions where such machines are in operation.
Direct recruitment	(i) Pass in Standard VII or equivalent examination (ii) Experience for a period of 6 months in operating Duplicator machine in any printing press or other such institutions where such machines are in operation.

8. *Probation.*—Every person appointed to the post shall, from the date on which he joins duty, be on probation for a total period of two years on duty within a continuous period of three years.

(vii) Posts of Scientific Assistants

(Issued in G.O. MS 131/69/Home dated 18-4-1969)

1. *Constitution.*—The posts of Scientific Assistant (Physics), Scientific Assistant (Chemistry) and Scientific Assistant (Biology) shall constitute a separate category in the Kerala General Subordinate Service.

*Amended vide G. O. (P) 1/72/PD. dated 1-1-1972.

- 2 (a) *Method of appointment.*—(i) Direct Recruitment; or
 (ii) Transfer from any other class or service.

(b) *Reservation of appointment.*—The rules of reservation of appointments contained in General Rules 14 to 17 shall apply to appointment by Direct Recruitment.

3. *Qualifications.*—The qualifications for appointment are as prescribed below:

- | | |
|--|---|
| (i) Scientific Assistant
(Physics) | Second class B.Sc. Degree in Physics
or Forensic Science. |
| (ii) Scientific Assistant
(Chemistry) | Second class B.Sc. Degree in Chemistry
or Forensic Science. |
| (iii) Scientific Assistant
(Biology) | Second class B.Sc. Degree in Botany/
Zoology/Physiology/Forensic Science |

4. **Age.*—No person shall be eligible for appointment to the post by direct recruitment if he has completed or will complete 30 years of age and by recruitment by transfer, if he has completed or will complete 38 years of age on the first day of July of the year in which the applications are invited.

5. *Appointing Authority.*—The Inspector General of Police shall be the appointing authority in respect of the posts.

6. *Training.*—(1) Any person appointed to the post by direct recruitment or by transfer shall undergo a training for six months in the Central Forensic Science Laboratory, Calcutta or in any other similar institutions as may be prescribed by Government.

(2) A trainee will be entitled to the following benefits, namely:—

(i) During the period of training he will be entitled to draw the pay and allowances which he would have drawn but for the training.

(ii) He will be allowed T.A. for the to and fro journey as on tour.

(iii) He will be given compensatory allowance at the rates as may be specified by Government.

(iv) The period of actual training and the time spent on journeys will be treated as on duty.

7. *Probation.*—Every person appointed to the post by methods (i) or (ii) of Rule 2 shall on completion of training be on probation for a total period of 2 years on duty within a continuous period of 3 years.

8. *Test.*—Any person appointed to the post shall, within the period of his probation pass the Account Test (Lower) or the Account Test for Executive Officers (Kerala) if he has not already passed any of these tests.

9. *Bond.*—Any person appointed to the posts shall execute a Bond to serve the State Government for a period of at least 5 years after training failing which he will be liable to pay the State Government a sum of Rs. 5,000 (Rupees five thousand).

**(viii) Post of Secretary, District Soldiers' Sailors' and
Airmens Board, Grade III**

[Issued in G.O. (P) No. 282/67/PD dated 2-9-1967]

1. *Constitution.*—The post of Secretary, District S. S. & A Board, Grade III, shall form a separate class in the Kerala General Subordinate Service.

2. *Appointment.*—Appointment to the post of Secretary, District S. S. & A Board, Grade III, shall be made.

(i) by transfer from the category of Upper Division Clerks in the Kerala Ministerial Subordinate Service employed in the Department; and

(ii) By direct recruitment.

Note:—(1) Appointment by transfer and direct recruitment shall be made in the ratio of 1:3 commencing with transfer.

Note:—(2) Only ex-servicemen of Lieutenant or equivalent rank are eligible for appointment by direct recruitment to the post of Secretary, District S. S. & A. Board, Grade III.

3. *Appointing authority.*—The appointing authority in respect of post of Secretary, District S. S. & A Board, Grade III shall be the Secretary, State S. S. & A. Board.

4. *Qualifications regarding age.*—No person shall be eligible for direct recruitment if he has completed or will complete *51 years of age on the 1st day of July of the year in which applications for appointment to the post are invited.

5. *Other qualifications.*—No person shall be eligible for appointment to the post of Secretary, District S. S. & A. Board, Grade III, by the method specified in column (1) of the table below unless he possesses the qualification prescribed in the corresponding entry in column (2) thereof.

*Amended vide G. O. (M.S.) 39/68/PD. dated 13-2-1968 and G. O. (P) 1/72/PD. dated 1-1-1972.

TABLE

(1)	(2)
Transfer from the categories of Upper Division Clerks in the Kerala Ministerial Subordinate Service employed in the Department.	1. A total service of not less than five years in the department. 2. Account test (Lower)
By direct recruitment	Minimum general educational qualification of the S.S.L.C. Standard.

6. *Probation.*—Any person appointed as Secretary District S. S. & A. Board, Grade III shall from the date on which he joins duty, be on probation for a total period of two years on duty within a continuous period of three years.

7. *Test.*—A person appointed as Secretary, District S. S. & A. Board, Grade III by direct recruitment shall within the prescribed period of probation, pass the Account Test (Lower) unless he has already passed the Test.

(ix) Technical posts attached to the Motor Transport Workshop attached to the Malabar Special Police for repairing Motor Vehicles

(Issued in G.O. MS. No. 4/60/PD dated 4-1-1960)

1. *Constitution.*—The following posts in the Motor Transport Workshop attached to the Malabar Special Police, Malappuram shall constitute a separate class in the Kerala General Subordinate Service.

1. Mechanic
2. Fitters
3. Blacksmith cum tinkers
4. Carpenter
5. Welder
6. Electrician
- *7. Machinist

2. *Appointment.*—Appointment to this class shall be made by direct recruitment or by transfer from any other class or service.

3. *Appointing authority.*—The appointing authority for all the posts shall be the Commandant, Malabar Special Police.

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

5. *Qualification, Age.*—No person shall be eligible for appointment by direct recruitment to any of the categories in this class unless he has completed or will complete 21 years of age and has not or will not complete *33 years of age on the 1st day of July of the year in which applications for appointment are invited.

6. *Other Qualifications.*—No person shall be eligible for appointment to any of the categories specified in column (1) of the Annexure unless he possesses the qualifications specified in the corresponding entry in column (2) thereof.

7. *Probation.*—Every person appointed to any of the categories shall from the date on which he joins duty be on probation for a total period of two years on duty within a continuous period of three years.

Annexure

(Referred to in Rule 6)

<i>Category</i>		<i>Qualifications</i>
(1)		(2)
1. Mechanics	Motor Transport Workshop at Malappuram.	(i) Must be able to read and write English (ii) Must have five years experience as a Mechanic in a recognised workshop or a reputable firm. Preference will be given to qualified L.A.E. or L.M.E.,
2. Fitters	Motor Transport Workshop at Malappuram.	(i) Must be able to read and write English (ii) Must have five years experience as a fitter in a recognised workshop or a reputable firm.
3. Blacksmith-cum-Tinkers	do.	Must have three years experience as a Blacksmith-cum-tinker in a recognised workshop or a reputable firm.

*Amended vide G. O. (P) 1/72/PD. dated 1-1-1972.

	(1)	(2)
4. Carpenter	Motor Transport work shop at Malappuram	Must have three years experience as a carpenter in a recognised workshop or a reputable firm.
5. Welder	do.	Must have three years experience as a Welder in a recognised Workshop or reputable firm.
6. Electrician	do.	Must have five years experience as an Automobile Electrician in a recognised workshop or reputable firm.
*7. Machinist		<ul style="list-style-type: none"> (i) Must be able to read and write English. (ii) Must be able to work in a good degree of efficiency, shaping, planing, slotting or milling machine or lathe or turning machines. (iii) Must be able to work to simple sketch. (iv) Must be able to sharpen tools for those machines. (v) Must be able to use limit gauges and calipers. (vi) Must be able to get up and do the following: <ul style="list-style-type: none"> (a) Planing of flat surface. (b) Slotting of straight and curve surface or plain milling to size and cutting of key ways. (c) Shaping of various ways of key ways. (d) Plain and simple taper turning inside and outside cut single male or female screw thread Chassers. (vii) Must have previous experience as a machinist in a recognised workshop or reputable firm for a minimum period of two years.

* Added vide G. O. (MS) 31/65/Home dated 20-1-1965.