

PROCEEDINGS OF
THE ADDITIONAL DIRECTOR GENERAL NCC, NCC DIRECTORATE (K&L),
STATE WING, THIRUVANANTHAPURAM

NCC Establishment – Appointment of Last Grade Servants on Rs 4300-5930 Pre-revised (Revised scale on Rs.8500-13210) in **NCC Department in NCC Directorate (K&L), Tvpm (Headquarter Vacancy)** - orders issued.

5098/A2/II-Est/2013/NCC

Thiruvananthapuram

Dated 02 Jan 2014

Read : - KPSC District Office, **Palakkad** Advice No P II (1) 2939/08 dated 09.12.2013.

1. The candidate, whose details given below has been advised by the District Officer, Kerala Public Service Commission, District Office, **Palakkad** as per the letter read above for appointment as Last Grade Servant in NCC Department in **Thiruvananthapuram** District (HQ Vacancy) in the pay scale of Rs.4300-5930 Pre- revised (Revised scale on Rs. 8500-13210)

Advice Sl.No	Name and Address of Candidate	Name of Father or guardian	Date of Birth	Qualification and experience	Turn of Advice (OC/Res)
1	Venugopalan V P Vellippulakkal House Thottakkara Ottapalam Palakkad-679102 (Viswakarma)	Pangunni	05.01.1965	1. SSLC (Failed) 2.Ex-serviceman (18 Years)	Res Turn

2. The candidate shown above is appointed temporarily in the office /Post noted below against his name in the existing vacancy:-

S/No	Name	Post	NCC Unit Which Posted
1	VENUGOPALAN V P	Lascar Gde-II	NCC Directorate (K&L) Thiruvananthapuram

3. The above mentioned candidate is directed to report to the **Administrative Officer/Administrative Assistant** of the NCC Directorate within **15 days** on receipt of this proceedings with necessary documents in original to prove his date of birth, qualifications and in case of candidate whose community is noted in the appointment order, his community certificate, Non – Creamy Layer Certificate etc also to be produced. He is also required to produce a Medical Certificate of health in original from a Medical Officer not below the rank of an Assistant Surgeon having MBBS Degree and two character certificates from gazetted officers, failing which he will not be admitted for duty.

4. The appointment of the candidate is temporary under Rule 9 (a) (i) of the General Rules of the Kerala State and Subordinate Service Rules 1958 as provided in the Rule 10 (b) of the above rules and also subject to satisfactory report in Police verification later regarding his character and antecedents. The service of the candidate is subject to Rule 3 (c) of the General rules of the Kerala State and Subordinate Service Rules 1958.

5. He will be on probation in the cadre of Last Grade Servant for a period of one year on duty within a continuous period of three years from the date of joining duty.

6. The Head of Office concerned will obtain the endorsed pro forma duly filled in by the candidate before he is allowed to join duty. Community certificate of the candidate belong to Schedule Caste enclosed and the same may be verified at the time of joining duty. The scanned copies of identification certificate of the candidate is also enclosed for verification of photograph and signature of the candidate and the fact may be recorded on the identification certificate itself. If there is any discrepancy the candidate should not be allowed to join duty and the fact should be reported forthwith. After the candidate is allowed to join duty, the identification certificate verified and found acceptable may be kept pasted in his service book. The original community certificate, Non creamy layer certificate as applicable may be verified at the time of joining duty. **The date of joining duty should be reported promptly.**

7. As per GO (P) No.20/2011/P&ARD dated 30.06.2011, the candidate is also directed to affix his thumb impression on the medical fitness certificate along with an attested copy of photograph. Service book in respect of the individual may be opened within one week from the date of joining duty. Attested copies of pages of service book containing name, address, thump impression, signature and personal identification marks are to be forwarded to this Directorate along with photocopy of identification certificate duly verified by the **Administrative Officer/Administrative Assistant** and joining report, for onward submission to Kerala Public Service Commission.

8. The candidate should report for duty within 15 days on receipt of this order, failing which action would be taken to cancel the appointment without further notice.

9. **As per GO (P) No.149/2013/Fin dated 03.04.2013** all the employees appointed on or after 01.04.2013 would submit filled up application form in duplicate (Annexure) for allotment of Permanent Retirement Account Number (**PRAN**) at the time of reporting for duty.

Note: - 1. The Head of Office will obtain SPARK FORM No 1 duly filled for registering SPARK system to obtain Permanent Employment Number (PEN).
2. The Non Creamy Layer Certificate issued by the Revenue Authority should be verified by the appointing authority to satisfy that they do not belong to the category of Creamy Layer.

Sd-x-x-x-x-x
(B Chakravarty)
Major General
Additional Director General NCC

To

1. Venugopalan V P
Vellippulakkal House
Thottakkara - Registered with AD
Ottapalam
Palakkad-679102

Copy to:-

1. KPSC District Office, Palakkad
2. The Secretary, KPSC, Thiruvananthapuram
3. Official website

Internal: -

File/A3/A4/SF/A5

Approved for Issue



Senior Superintendent