

**PROCEEDINGS OF**  
**THE OFFG ADDITIONAL DIRECTOR GENERAL NCC, NCC DIRECTORATE (K&L)**  
**STATE WING - THIRUVANANTHAPURAM**  
**(PRESENT : BRIGADIER P K SUNIL KUMAR)**

NCC Dept-Establishment - Appointment of Clerk (Ex-Servicemen only) on Rs. 19000-43600/- (PR) (Revised Rs. 26500-60700/-) in Kollam District - Orders Issued.

No. 5497/A2-Est /2018/NCC

Thiruvananthapuram

Dated : **30** Apr 2021

Read : Advice letter No. QR I (1) 519/14 dated 26.03.2021 from the District Officer, KPSC District Office, Kollam.

**ORDER**

The candidate, whose details are given below have been advised by the District Officer, Kerala Public Service Commission, District Office, Kollam as per the letter read above for appointment as Clerk in NCC Department at Kollam District in the pay scale of Rs. 19000-43600/- (PR) (Revised Rs. 26500-60700/-) :-

Advice SI No	Name and address of candidate	Name of Father or guardian	Date of birth	Qualification and experience	Turn of Advice (OC/BC)
1.	<b>AJI G</b> SAROVARAM, OZHUKUPARA, POLACHIRA, , KOLLAM-691334.	GOPALAN N	20-05-1964	1. SSLC 2. Ex-Servicemen (25Years Service)	<b>OC TURN</b>

2. The candidate shown above is appointed temporarily as Clerk (Ex-Service men only) in the scale of pay of Rs. 19000-43600/- (PR) (Revised Rs. 26500-60700/-) and posted in the office of **3 (K) Naval Unit NCC, Kollam District** in the existing vacancy.

3. The candidate mentioned above is directed to report before the **Commanding Officer, 3 (K) Naval Unit NCC, Kollam District** within **15 days** on receipt of this proceedings with necessary documents in original to prove his date of birth, qualifications etc. He is also required to produce a Medical Certificate of health in original from a Government Medical Officer not below the rank of an Assistant Surgeon having MBBS Degree, failing which he will not be admitted for duty.

4. The appointment of the candidate is temporary under clause (i) of Sub Rule (a) of the Rule 9 of the General Rules of the Kerala State and Subordinate Service Rules 1958 as provided for in Rule 10 (b) of those 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. His service will be regularised with effect from the date of his appointment subject to satisfactory verification report from both the Police and KPSC Authorities concerned, and he will be on probation in the cadre of Clerk for a period of two years on duty within a continuous period of three years from the date of joining duty.

Contd.....2/-

6. The Head of Office will obtain the police verification proforma duly filled in by the candidate before he is allowed to join duty. **Original One Time Verification Certificate which includes the scanned image of photo and signature of the candidate is enclosed herewith. The photograph and signature of the candidate may be verified and the fact may be recorded in the One Time Verification Certificate itself. If there is any discrepancy the candidate should not be allowed to join duty and the fact should be reported to this Directorate forthwith.** After the candidate is allowed to join duty, a copy of One Time Verification Certificate verified and found acceptable may be kept pasted in his Service Book. 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 individuals may be opened **within one week from date of joining duty. Attested copies of pages of service book containing name, address, thumb impression, signature, personal identification marks and details of appointment (SB Page No.01 to 04)** are to be forwarded to this Directorate along with original One Time Verification Certificate duly verified by the Officer Commanding 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 will be taken to cancel the appointment without further notice.**

9. The unit will ensure that any person employed temporarily from employment exchange against this vacancy is terminated from employment immediately.

10. All employees appointed on or after 1/4/2013 should submit application in duplicate to concerned treasury for allotment of Permanent Retirement Account Number (PRAN).

Note: - 1. The Head of Office will obtain and retain SPARK FORM No.1 duly filled for registering in the SPARK system to obtain Permanent Employment Number (PEN).

2. One Time Verification Certificate of the candidate should also be returned along with the NJD report if any.

Sd/- X X X X X  
Offg Additional Director General NCC

To:-

Sri. **Aji G** - Registered Post with AD  
Sarovaram,  
Ozhukupara,  
Polachira, Kollam-691334.

The Commanding Officer - Registered Post  
3 (K) Naval Unit NCC, Kollam  
(With original OTV Certificate)

The Group Commander - for info please.  
NCC Gp HQ, Kollam

The District Officer,  
KPSC District Office, Kollam

Internal:- ✓  
A3/ IT-Cell/ File/ SF

**Approved for Issue**

ASHOK KUMAR  
PEN : 385270  
Administrative Assistant  
NCC Directorate (K&L)  
Thiruvananthapuram - 10

