

**PROCEEDINGS OF  
THE ADDITIONAL DIRECTOR GENERAL NCC, NCC DIRECTORATE (K&L)  
STATE WING - THIRUVANANTHAPURAM  
(PRESENT : MAJOR GENERAL ALOK BERI)**

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

No. 7828/A2-Est /2018/NCC Thiruvananthapuram Dated : **06** Sep 2022

Read : Advice letter No. DTC (3) 256493/19 dated 19.07.2022 from the District Officer, KPSC District Office, Thiruvananthapuram.

**ORDER**

1. The candidates, whose details given below have been advised by the District Officer, Kerala Public Service Commission, District Office, Thiruvananthapuram as per the letter read above for appointment as Clerk in NCC Department in Thiruvananthapuram 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>SHAMEER ABDUL SALAM</b> POOPPADY HOUSE, M L A ROAD, PANANGAD, ERNAKULAM – 682506.  (MUSLIM)	ABDUL SALAM	25.03.1986	1. SSLC 2..15 Years experience in Armed Forces	<b>BC</b>
2.	<b>HABEEB RAHMAN V</b> BAITHUL MARHABA MANANTHERI SATHRAM, MANANTHERI, KANNUR – 670643.  (MAPPILA)	MOOSA P	03.02.1984	1. SSLC 2. 16 Years experience in Indian Army.	<b>BC</b>

2. The candidates shown above are 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 mentioned below against their names in the existing vacancy.

SI No	Name	NCC Office to which posted
1.	<b>Shameer Abdul Salam</b>	<b>1 (K) Bn NCC, Varkala</b>
2.	<b>Habeeb Rahman V</b>	<b>3 (K) Bn NCC, Poojapura, Tvpm</b>

3. The candidates mentioned above are directed to report before the **Commanding Officer concerned within 15 days** on receipt of this proceedings with necessary documents in original to prove their date of birth, qualifications, Advice Memo, Non Creamy Layer Certificate and community certificate etc. as applicable to be produced for verification by the Head of the Office at the time of joining duty. They are 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 they will not be admitted for duty.

4. The appointment of the candidates are 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 their character and antecedents. The service of the candidates are subject to Rule 3 (c) of the General Rules of the Kerala State and Subordinate Service Rules 1958.

Contd.....2/-

5. Their service will be regularised with effect from the date of their appointment subject to satisfactory verification report from both the Police and KPSC Authorities concerned, and they 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.
6. The Head of Office will obtain the police verification proforma duly filled in by the candidates before they are 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 Should be verified and the fact 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 should 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 candidates are also directed to affix their thumb impression on the medical fitness certificate along with an attested copy of photograph. The e-service book in respect of the individuals should be opened **within one week from date of joining duty. As directed by KPSC, Thiruvananthapuram in letter No AA&VW I-I/1/2020-KPSC dated 14.12.2021, the proforma including personal memorandum and service details (proforma available with NCC website) of the incumbent furnished by the office concerned with proper attestation of the head of office, should be forwarded instead of attested copies of page No1 to 4 of service book for service verification which being held by KPSC. Original One Time Verification Certificate duly verified and after recording verification details and necessary entries to be forwarded to this Directorate for onward submission to Kerala Public Service commission.**
8. If the candidates do not report for duty within 15 days on receipt of this Order, action will be taken to cancel the appointment without further notice.
9. The units will ensure that any person employed temporarily from employment exchange against these vacancies are 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  
Additional Director General NCC

To:-

Sri. **Shameer Abdul Salam** - By Registered Post with AD  
Sri. **Habeeb Rahman V** - By Registered Post with AD

1 (K) Bn NCC, Varkala - By Registered Post.  
(With OTV Certificate)

3 (K) Bn NCC, Poojapura - By Registered Post.  
Thiruvananthapuram.  
(With OTV Certificate)

NCC Group HQ, Thiruvananthapuram

The District Officer, KPSC, Thiruvananthapuram.

Copy to :-

A3/ IT-Cell/ File/ SF.

Approved for Issue

SRJEEJITH.R  
PEN384880  
Senior Superintendent  
NCC Directorate(K&L)