

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

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

No. 7828/A2-Est /2018/NCC (B) Thiruvananthapuram Dated : **27 Oct 2023**

Read : Advice letter No. DTC (3) 66068/18 dated 03.10.2023 from the District Officer, KPSC District Office, Thiruvananthapuram.

**ORDER**

1. The candidate, whose details are 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.	LAKSHMANAN V VENGOOR VAZHAKANDI HOUSE, KRISHNAGIRI - PO, WAYANAD - 673591.  (ST - KURUMANS)	VELAYUDHAN V	03-04-1980	1. SSLC 2. Ex-Service 22 Years service in Indian Army	BC TURN  Ex- Service man

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 **1 (K) Air Sqn NCC, Kochuveli, Thiruvananthapuram** in the existing vacancy.

3. The candidate mentioned above is directed to report before the **Commanding Officer, 1 (K) Air Sqn NCC, Kochuveli, Thiruvananthapuram within 15 days** on receipt of this proceedings with necessary documents in original to prove his date of birth and qualifications. In case of the candidate, whose community is noted in the appointment order, his prescribed community certificate/Non Creamy Layer Certificate as applicable also are to be produced. Candidate is also required to produce a **Medical Certificate as prescribed in GO (P) No. 20/2011/P&ARD dated 30.06.2011** in original from a Medical Officer not below the rank of an assistant Surgeon having MBBS Degree and character certificates, 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 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.

Contd..... 2/-

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.

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 should be verified and the fact 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 added to his e-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 their thumb impression on the medical fitness certificate along with an attested copy of photograph. The e-service book in respect of the individual 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 for service verification being conducted by KPSC. Original One Time Verification Certificate duly verified and necessary entries recorded is to be forwarded to this Directorate for onward submission to Kerala Public Service commission.**

8. **If the candidate does 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 unit will ensure that any person employed temporarily from employment exchange against this vacancy is terminated 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). The DDO should take due action as per circular No III/2021/Fin dated 23 Nov 2021.

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.

3. The direction regarding Joining Duty report should strictly be complied with.

To :-

Sri. Lakshmanan V  
Vengoor Vazhakandi House  
Krishnagiri - PO,  
Wayanad - 673591



Sd/- x x x x x

Additional Director General NCC

Registered Post (with AD to be returned by the individual)

NCC Gp HQ, Peroorkada, Thiruvananthapuram

The Commanding Officer  
1 (K) Air Sqn NCC, Kochuveli, Thiruvananthapuram  
(With original OTV Certificate No - 200009722)

Registered Post.

The District Officer,  
KPSC District Office, Thiruvananthapuram.

Internal :-

A3/ IT-Cell/ File/ SF.

Approved for Issue

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