

PROCEEDINGS OF  
THE OFFG ADDITIONAL DIRECTOR GENERAL NCC, NCC DIRECTORATE (K&L)  
STATE WING - THIRUVANANTHAPURAM  
(PRESENT : BRIGADIER A RAGESH)

NCC Dept - Establishment - Appointment of Clerk (Ex-Servicemen only) on 1st NCA SIUC N  
Rs. 26500-60700/- in Thrissur District - Orders Issued.

No. 4668/A2-Est/2018/NCC

Thiruvananthapuram

Dated : 08 Oct 2024

Read : Advice letter No. RI (3) 628048/22 dated 18.09.2024 from the District Officer,  
KPSC District Office, Thrissur.

ORDER

1. The candidate, whose details are given below have been advised by the District Officer, Kerala Public Service Commission, District Office, Thrissur as per the letter read above for appointment as Clerk in NCC Department at Thrissur District in the pay scale of 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>VINISTON GS</b> DAS BHAVAN, KALAYIL, THIRUVANANTHAPURAM, OTTASEKHARAMANGALAM - 695125  (SIUC NADAR)	R GNANADAS	15.05.1984	1. SSLC 2. Ex-Serviceman (17 Years Service)	<b>RES 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 7 (K) Girls Bn NCC, Thrissur in the existing vacancy.

3. The candidate mentioned above is directed to report before the **Commanding Officer, 7 (K) Girls Bn NCC, Thrissur within 15 days** on receipt of this proceedings with necessary documents in original to prove his date of birth, qualifications Certificate, Community Certificate and Advice memo etc to be produced. 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 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 his 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. 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. The candidate unable to join duty, such vacancy should be reported alongwith necessary supporting documents as **Not joining duty (NJD)** vacancy through the OC unit to whom posted.

9. The unit will ensure that any person employed temporarily from employment exchange against this vacancy should be 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. **Viniston GS** - Registered Post with AD  
Das Bhavan,  
Thiruvananthapuram,  
Ottasekharamangalam - 695125.

The Commanding Officer - Registered Post  
7 (K) Girls Bn NCC, Thrissur  
(With original **OTV** Certificate No PCN : 220032091).

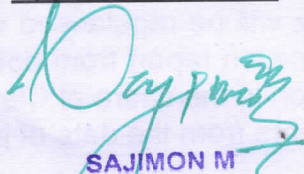
The Group Commander - for info please.  
NCC Gp HQ, Ernakulam.

The District Officer,  
KPSC District Office, Thrissur

Internal :-

A3/ IT-Cell/File/ SF

**Approved for Issue**

  
**SAJIMON M**  
PEN 385602  
Administrative Assistant  
NCC Directorate (K&L)  
Thiruvananthapuram-10

