

**PROCEEDINGS OF
THE ADDITIONAL DIRECTOR GENERAL NCC
NCC DIRECTORATE (K&L), STATE WING, THIRUVANANTHAPURAM-10
(PRESENT: MAJOR GENERAL JS MANGAT, VSM)**

NCC Establishment - Appointment of Driver Grade-II (HDV) / Driver cum Office Attendant (HDV) (Ex-servicemen only) on Rs.18000-41500/- (Rs.25100-57900/- revised) in Ernakulam District – Orders issued

No. 6734/A2-III/Est/2022/NCC

Thiruvananthapuram

Dated: 12 Jan 2024

Read: KPSC District Office, Ernakulam advice letter No. EII (2) 484586/21 dated 08.12.2023.

ORDER

1. The candidates, whose details are given below have been advised by the District Officer, KPSC District Office, Ernakulam as per letter read above for appointment as Driver Gr. II (HDV) (Ex-servicemen only) in NCC Department in Ernakulam District in the scale of pay of Rs. 18000-41500/-, (Rs.25100-57900/- Revised) in the existing vacancies:-

Sl No	Name and address of candidate	Name of father or guardian	Date of birth	Qualification and experience	Post Name & Turn of Advice (OC/BC Turn)
1	SHAJI R Baiju Bhavanam Kudikkodu Nedumoncavu PO Kollam- 691509 (E/B/T- Ezhava)	Rajan	28.04.1982	Motor Cycle SSLC (General) HDV HPMV HGMV 19 years and 3 Months Experience	Driver Gr.II (HDV)/ Driver cum Office Attendant (HDV) BC.Turn
2	BINU KUMAR S Atham, Ellukottukonam Muthukuzhy, Vallamcode, Kalliyoor P O Thiruvananthapuram PIN- 695042	Sasidharan Nair	21.11.1981	Motor Cycle SSLC (General) HDV 17 years and 2 Months Experience	Driver Gr.II (HDV)/ Driver cum Office Attendant (HDV) OC.Turn
3	BIJU S R Beena Sadanam Pattam Chadayamangalam Kollam- 691534	Raveendran Pillai	25.05.1976	Motor Cycle Able to read and write SSLC (General) HDV HPV HGV HPMV HGMV 22 years and 4 Months Experience	Driver Gr.II (HDV)/ Driver cum Office Attendant (HDV) OC.Turn

4.	PRADEEP SANKAR Pradeep Bhavanam Palliserical Kollam Sasthamcotta- 690521	Sivasankara Pillai	22.05.1983	MC with gear HDV- Badge Able to read and write SSLC (General) HPMV HGMV 17 years Experience	Driver Gr.II (HDV)/ Driver cum Office Attendant (HDV) OC.Turn
----	---	---------------------------	-------------------	--	--

2. The candidates shown above are appointed temporarily as Driver Gr. II (HDV)/Driver cum Office Attendant (HDV) in the scale of pay of Rs.18000 – 41500/-, (Rs.25100 - 57900/- Revised) and posted in the following offices in the existing vacancies.

SI No	Name of Candidate	Name of Office to which posted
1	Sri. SHAJI R	22 Kerala Bn NCC,Eloor
2	Sri. BINU KUMAR S	21 Kerala Bn NCC,Ernakulam
3	Sri. BIJU S R	7 Kerala Naval Unit NCC,Ernakulam
4	Sri. PRADEEP SANKAR	7 Kerala Naval Unit NCC,Ernakulam

3. The above mentioned candidates are directed to report before **The Commanding Officer of the respective Units as shown against their name within 15 days on receipt of this proceedings with necessary documents in original** to prove the date of birth, qualifications, experience and in case of candidate whose community is noted in the Appointment Order, his Community Certificate/Non-creamy layer Certificate in original etc. As per GO (P) No. 20/2011/P&ARD dated 30.06.11 a medical Certificate of health in original from a medical officer not below the rank of an Assistant Surgeon having MBBS Degree is also to be produced, failing which he will not be admitted for duty.

4. The appointment of the candidates are 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 police verification report later regarding their 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. The candidates will be on probation in the cadre of Driver Gr.II (HDV)/ Driver cum Office Attendant (HDV) for a period of two years on duty within a continuous period of three years from the date of their joining duty.

6. The Head of Office should obtain the Police Verification Proforma (available in NCC website) duly filled in by the candidate before he is allowed to join duty. **The One Time Registration Certificate (in original) of the candidate is also enclosed** for verification of photograph and signature of the candidate and the fact should be recorded in One Time Verification Certificate (Part- I) itself. If there is any discrepancy, the candidate should not be allowed to join duty and the fact should be reported to this office forthwith. The Community Certificate/Non-Creamy Layer Certificate as applicable should be verified at the time of joining duty. The Head of Office is also directed to verify the Original Advice memo issued to candidate at the time of joining duty. **The date of joining duty should be reported promptly.**

7. The candidate is also directed to affix his thumb impression on the medical fitness certificate along with an attested copy of photograph as per GO (P) No. 20/2011/P&ARD dated 30.06.2011. As per GO (P) No. 118/2021/Fin dated 17.08.2021, E-Service book is mandatory for those employees entered in service on or after 01.01.2021. Physical service book opened (if any) shall stands cancelled. The e-Service book in respect of the individual should be opened within one week from the 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 offices concerned with proper attestation of the Head of Office is to be forwarded instead of attested copies of page No. 1 to 4 of service book for service verification which will be held by KPSC. The Original One Time Verificaion Certificate duly verified and after recording verification details and necessary entries is to be forwarded to this Directorate for onward submission to Kerala Public Service Commission.**

8. If any of the candidates do not report for duty within **15 days** on receipt of this Order, the fact should be reported along with necessary supporting documents as 'Not Joining Duty vacancy' through the OC Unit concerned.

9. All employees appointed on or after 01.04.2013 should submit application in duplicate to treasury concerned for allotment of Permanent Retirement Account Number (PRAN) and the DDO should take due action as per Circular No. 111/2021/Fin dated 23.11.2021.

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 Employee Number (PEN).
2. One time verification certificate of the candidate should also be returned along with the NJD report, if any.



To: -

1. SHAJI R

Baiju Bhavanam
Kudikkodu, Nedumoncavu PO
Kollam- 691509

2. BINU KUMAR S

Atham, Ellukottukonam
Muthukuzhy, Vallamcode,
Kalliyoor P O
Thiruvananthapuram- 695042

3. BIJU S R

Beena Sadanam
Pattam, Chadayamangalam
Kollam- 691534

4. PRADEEP SANKAR

Pradeep Bhavanam
Palliserical, Kollam
Sasthamcotta- 690521

Sd/- x x x x

Additional Director General NCC

- By Registered post with AD

5. The Commanding Officer, 22 Kerala Bn NCC, Eloor- 683501

By registered post (Original Verification Certificate, PCN-200009255, 02 pages)

6. The Commanding Officer, 21 Kerala Bn NCC, Ernakulam, Kochi- 11

By registered post (Original Verification Certificate, PCN-230016952, 02pages)

7. The Commanding Officer, 7 Kerala Naval Unit NCC, Ernakulam, Kochi- 16

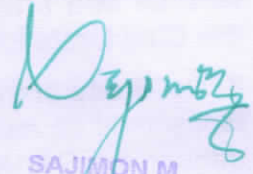
By registered post (Original Verification Certificate, PCN-200006209 & 220001146, 02 pages each)

8. The Group Commander, NCC Group Headquarters, Ernakulam

9. The District Officer, KPSC District office, Ernakulam

Internal: File/SF/IT for publication in website/CC

Approved for issue



SAJIMON M
PEN 335602
Administrative Assistant
NCC Directorate (K&L)
Thiruvananthapuram-10