

**PROCEEDINGS OF THE ADDITIONAL DIRECTOR GENERAL NCC,
NCC DIRECTORATE (K&L), STATE WING, THIRUVANANTHAPURAM**
(Present : MAJ GEN RAMESH SHANMUGAM G)

NCC Establishment – Appointment of Clerk (From Ex-Servicemen only) on ₹.26500-60700/- in the NCC Department in Malappuram District (District Vacancy & Headquarter Vacancy) - Orders issued.

NCC/918/2025-A2

Thiruvananthapuram

Dated: 12-08-2025

Ref :KPSC District Office, Malappuram, advice No. MR-I-1/1/2019-1 dated 30.06.2025.

ORDER

1. The candidates, whose details are given below were advised by the District Officer, Kerala Public Service Commission, District Office, Malappuram as per the letter read above for appointment as Clerk (Ex-Servicemen only) in the NCC Department in Malappuram District in the scale of pay of ₹.26500-60700/-

Ser No	Name and address of candidate	Name of Father or Guardian	Date of Birth/PCN No	Qualification and experience	Turn of Advice (OC/BC/Res)
1.	RAJESH P K INDEEVARAM HOUSE, VAYALAKATH, KARIMBAPOYIL NADUVANNUR, KOZHIKODE - 673614	BHASKARAN	25.05.1981 240020202	SSLC (General)	DA-LD/ CP Turn
2.	RANJITH K KALIKKODAN, KAYAPPOYIL, KANNUR, KAKKARA - 670306 (E/B/T - THIYYA)	KUNHAPPAN ALIAS NARAYANA N N	20.05.1987 240015899	SSLC (General)	OC Turn
3.	UNNIKRISHNAN N S NAMBIARATH HOUSE, MANGODE, PALAKKAD MANGODE-679503	SANKUNNI N	15.10.1975 240019214	SSLC (General)	OC Turn (HQ Vacancy)
4.	BIJU AN ALAKKAL HOUSE, PATHIRIPPADAM, MALAPPURAM, PATHIRIPPADAM PO 679334	NARAYANAN A N	18.05.1974 160003502	SSLC (General) Working as OA in Sainik Welfare Depar tment from 10.07.2023	LPE Turn

2. The candidates shown below are appointed temporarily on scale of pay of ₹.26500-60700/- and are posted in the office noted below against their names in the existing vacancy:-

Ser No	Name	NCC Unit to which posted
(a)	RAJESH PK	29 (K) Bn NCC, Malappuram
(b)	RANJITH K	29 (K) Bn NCC, Malappuram
(c)	UNNIKRISHNAN NS	NCC Directorate (K&L), Thiruvananthapuram
(d)	BIJU AN	29 (K) Bn NCC, Malappuram

3. The above mentioned candidates are directed to report to the respective Commanding Officers/Head of the unit concerned **within 15 days** on receipt of this proceedings with necessary documents in original to prove date of birth, qualifications etc. In case of candidate whose community is noted in the appointment order, his prescribed community certificate/Non – Creamy Layer Certificate as applicable also are to be produced. The **EWS certificate** in original issued by the competent revenue authority in respect of the candidates those who are appointed under **EWS category** should be verified before joining duty. Candidates are 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 two character certificates from Gazetted Officers, failing which they will not be admitted for duty. The **LPE turn candidates** those who have applied for by transfer recruitment while working in a department and relieved subsequently for taking up another appointment in the same department or other departments, at the time of joining duty, in order to prove the person's **lien in the feeder category post**, should produce at the time of joining, a certificate from the department in which he is working at that time, stating that **he has not got confirmation for the post** ie, he is not a full member of the post in which he is working presently.

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 Rule 10 (b) of the above rules and also subject to satisfactory report on 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.

5. The candidates 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 concerned should obtain Police verification proforma (available with NCC website) duly filled in by the candidates before they are allowed to join duty. **The One Time Registration certificate (In original) of the candidates are also enclosed for verification of photograph and signature of the candidate and the fact should be recorded on the identification certificate itself. If there is any discrepancy, the candidates should not be allowed to join duty and the fact should be reported forthwith.** The original community certificate/ Non creamy layer certificate as applicable should be verified at the time of joining duty. The HOO concerned is also directed to verify the original advice memo issued to the candidate from the KPSC District Office, Malappuram at the time of joining duty. **The date of joining duty should be reported promptly.**

7. The candidates are also directed to affix their 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. The e-Service Book 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 office concerned with proper attestation of the head of office, should be forwarded for service verification being held by KPSC. Original One Time Verification 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. The candidates should report for duty within **15 days** on receipt of this order, failing which action would be taken to cancel the appointment without further notice. If the candidates are unable to join duty, such vacancy should be reported along with necessary supporting documents as 'Not Joining Duty vacancy' through the OC Unit/HOO concerned.

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

Note	<p>1. The Head of Office will obtain SPARK FORM No 1 duly filled for registering SPARK system to obtain Permanent Employment Number (PEN).</p> <p>2. One Time Registration Certificate of the candidate should also be returned along with the NJD report if any.</p> <p>3. The direction regarding Joining Duty report should strictly be complied with.</p>
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Sd/-x x x x

Additional Director General NCC

To :-

RAJESH PK
INDEEVARAM HOUSE,VAYALAKATH,
1. KARIMBAPOYIL, NADUVANNUR, By Registered Post with AD
KOZHIKODE-673614

RANJITH K
KALIKKODAN,
2. KAYAPPOYIL, KANNUR, By Registered Post with AD
KAKKARA - 670306

- UNNIKRISHNAN N S**
 NAMBIARATH HOUSE,
 3. MANGODE, PALAKKAD By Registered Post with AD
 MANGODE-679503

- BIJU A N**
 ALAKKAL HOUSE,
 4. PATHIRIPPADAM, MALAPPURAM By Registered Post with AD
 PATHIRIPPADAM PO- 679334

Copy to :-

- By Registered Post**
 (Original OTR / Verification
 certificate PCN No.240020202 SI
 No.0569871, PCN No.240015899 SI
 No.0569872 & 0569873 and PCN
 No.160003502 SI No.0569878 &
 0569879 enclosed)
1. The Commanding Officer
 29 (K) Bn NCC, Malappuram
2. The Group Commander
 NCC Group Headquarters
 Kozhikode For information
3. The District Officer
 KPSC District Office, Malappuram For information
- By Hand**
 (Original OTR / Verification
 certificate PCN No.240019214 SI
 No.0569875 & 0569876 enclosed)
4. The Administrative Officer
 NCC Directorate (K&L), State Wing

Internal: -

File/A4/A5/IT for website/SF

Approved for Issue

Administrative Assistant