

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

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

No. NCC/835/2025-A2

Thiruvananthapuram

Dated: 28-07-2025

Ref : KPSC District Office, Palakkad advice No.P IV(1) 02/2022/1 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, Palakkad as per the letter read above for appointment as Clerk (Ex-Servicemen only) in the NCC Department in Palakkad 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	Qualification and experience	Turn of Advice (OC/ BC/ Res)
1.	ANISHAD P MANIKKATHODI HOUSE, VENGASSERY PALAKKAD - 679516	PONNUMUTHAN K	30.05.1982	1. SSLC 2. Ex-Serviceman (17 Years) 3. Lascar in NCC Department	By Transfer Turn
2.	ULLAS B PARAKKAL HOUSE, VITHANASSERY, NEMMARA, PALAKKAD - 678508 (HINDU - VADUKA-(VADUKANS)	BHASKARAN K	10.02.1985	1. SSLC 2. Ex-Serviceman (17 Years)	OC Turn
3.	SHAMSUDHEEN PK PALLISSERY KUZHIYIL HOUSE, KUMARANELLUR, PALAKKAD - 679552 (ISLAM - MAPPILA)	PK ABDUL RASHEED	06.01.1976	1. SSLC 2. Ex-Serviceman (23 Years)	Resn Turn

Ser No	Name and address of candidate	Name of Father or Guardian	Date of Birth	Qualification and experience	Turn of Advice (OC/BC/Res)
4.	RATHEESH MR MULLARITHODI, KARIYAMKODE, PALAKKAD - 678572 (HINDU - EZHAVA)	RAJAN	25.05.1982	1. SSLC 2. Ex-Serviceman (17 Years)	OC Turn HQ Vacancy
5.	SWAMINATHAN MV MELEVETTAMPARAMB ATH HOUSE NEAR PARIYANAMPATTA TEMPLE KATTUKULAM - PO PALAKKAD - 679514 (EWS)	MV KUNHUKUTTA- THARAKAN	24.05.1977	1. SSLC 2. Ex-Serviceman (20 Years)	EWS 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)	ANISHAD P	27 (K) BN NCC, Palakkad
(b)	ULLAS B	27 (K) BN NCC, Palakkad
(c)	SHAMSUDHEEN PK	28 (K) BN NCC, Ottappalam
(d)	RATHEESH MR	NCC Directorate (K&L), Tvpmm
(e)	SWAMITHATHAN MV	28 (K) Bn NCC, Ottappalam

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 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. 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.

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 is noticed, 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 Head of Office concerned is also directed to verify the original advice memo issued to the candidate from KPSC District Office, Palakkad 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 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	1. The Head of Office will obtain SPARK FORM No 1 duly filled for registering SPARK system to obtain Permanent Employment Number (PEN). 2. One Time Registration 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.
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Sd/-x x x x

Additional Director General NCC

To :-

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| 1. | ANISHAD P
MANIKKATHODI, HOUSE,
VENGASSERY, PALAKKAD - 679516 | By Registered Post with AD |
| 2. | ULLAS B
PRAKKAL HOUSE, VITHANASSERY,
NEMMARA, PALAKKAD - 678508 | By Registered Post with AD |
| 3. | SHAMSUDHEEN PK
PALLISSERY KUZHIYIL
HOUSE, KUMARANELLUR,
PALAKKAD - 679552 | By Registered Post with AD |
| 4. | RATHEESH MR
MULLARITHODI, KARIYAMKODE,
PALAKKAD - 678572 | By Registered Post with AD |
| 5. | SWAMINATHAN MV
MELEVETTAMPARAMBATH HOUSE
NEAR PARIYANAMPATTA TEMPLE
KATTUKULAM - PO, PALAKKAD - 679514 | By Registered Post with AD |

Copy to :-

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| 1 | The Commanding Officer
27 (K) Bn NCC, Palakkad | <u>By Registered Post</u>
(Original OTR / Verification
certificate PCN No.180055323 Ser
No.0494147 & 0494148 and PCN
No.230010352 Ser No.0494151 &
0494152 enclosed) |
| 2. | The Commanding Officer
28 (K) Bn NCC, Ottappalam | <u>By Registered Post</u>
(Original OTR / Verification
certificate PCN No.250001898 Ser
No.0494150 and PCN
NO.220000900 Ser No.0494145 &
0494146 enclosed) |
| 3. | NCC Group Headquarters, Kozhikode | For information. |
| 4. | The Dist Officer
KPSC District Office, Palakkad | For information with C/L |
| 5. | The Adm Officer, NCC Directorate
State Wing, Thiruvananthapuram | <u>By Hand</u>
(Original OTR / Verification
certificate PCN No.230028177 Ser
No.0494153 & 0494154 enclosed) |

Internal: -

File/A4-Est/A5-Est/IT for website/SF

Approved for issue