

**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 Thrissur District (Headquarter Vacancy & District Vacancy) - Orders issued.

No. NCC/808/2025-A2

Thiruvananthapuram

Dated: 28-07-2025

KPSC District Office, Thrissur, advice No. RI (3) 556600/21 (1) dated 28.06.2025.

ORDER

1. The candidates, whose details are given below were advised by the District Officer, Kerala Public Service Commission, District Office, Thrissur as per the letter read above for appointment as Clerk (Ex-Servicemen only) in the NCC Department in Thrissur 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.	SAJAN K C KONEN HOUSE, SNEHAPURAM P.O CHENGALLOOR THRISSUR - 680312. (EWS)	CHAKKAPPAN	16.04.1983 240016291	SSLC (General)	EWS Turn
2.	JAYESH P K PANDIYATE HOUSE, PRATHEEKSHA LANE, CHITILAPPILLY P.O THRISSUR - 680551 (OBC - EZHUTHACHAN)	P R KRISHNAN KUTTY	26.02.1984 240020533	THSLC (Electronics)	BC Turn
3.	ANURAJ K R KUTTIPARAMBIL HOUSE, ARANATTUKARA, THRISSUR, ARANATTUKARA - 680618 (E/B/T - EZHAVA)	RAJENDRAN	27.05.1986 230028202	THSLC (Maintenance of two wheel er and three wheeler)	OC 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.	VINOD P K POOPPILICHAL, POOLANI, THRISSUR MELOOR - 680311 (SC-PULAYAN)	KUTTAPPAN	13.05.1984 220034989	SSLC (General)	BC Turn HQ Vacancy
5.	VINOOP V V VAILOOR HOUSE CHEVOOR THRISSUR-680027 (VISWAKARMA - MOOSARI)	VIJAYAN	26.05.1985 250000157	SSLC (General)	OC 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)	SAJAN K C	7 (K) Girls Bn NCC, Thrissur
(b)	JAYESH P K	23 (K) Bn NCC, Thrissur
(c)	ANURAJ K R	1 (K) R&V Sqn NCC, Mannuthy
(d)	VINOD P K	NCC Directorate (K&L), Tvpm
(e)	VINOOP V V	24 (K) Bn NCC, Thrissur

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.

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 Head of Office concerned is also directed to verify the original advice memo issued to the candidate from KPSC District Office, Thrissur 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	<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>
------	--

Sd/-x x x x
Additional Director General NCC

To :-

SAJAN K C
 KOONEN HOUSE,
 1. SNEHAPURAM, P.O CHENGALLOOR By Registered Post with AD
 THRISSUR - 680312.

JAYESH P K
 PANDIYATE HOUSE,
 2. PRATHEEKSHA LANE, By Registered Post with AD
 CHITTIAPPILLY P.O
 THRISSUR - 680551

ANURAJ K R
 KUTTIPARAMBIL HOUSE,
 3. ARANATTUKARA, THRISSUR By Registered Post with AD
 ARANATTUKARA - 680618

VINOD P K
 POOPPILICHAL, POOLANI,
 4. THRISSUR, MELOOR - 680311 By Registered Post with AD

VINOOP V V
 5. VAILOOR HOUSE By Registered Post with AD
 CHEVOOR, THRISSUR - 680027

Copy to :-

- | | | |
|----|--|--|
| 1 | The Commanding Officer
23 (K) Bn NCC, Thrissur | <u>By Registered Post</u>
(Original OTR / Verification
certificate PCN No.240020533
Sl No.0559445 enclosed) |
| 2. | The Commanding Officer
24 (K) Bn NCC, Tbhrrissur | <u>By Registered Post</u>
(Original OTR / Verification
certificate PCN No.250000157
Sl No.0559450 enclosed) |
| 3. | The Commanding Officer
7 (K) Girls Bn NCC, Thrissur | <u>By Registered Post</u>
(Original OTR / Verification
certificate PCN No.240016291 Sl
No.0559444 enclosed) |

4. The Commanding Officer
1 (K) R&V) Sqn NCC, Mannuthy
5. NCC Group Headquarters, Ernakulam
6. KPSC District Office, Thrissur
7. Adm Officer, NCC Directorate,
Thiruvananthapuram
- By Registered Post**
(Original OTR / Verification
certificate PCN No.230028202 S1
No.0559446 & 0559447
enclosed)
- for information.
- for information.
- By Hand**
(Original OTR / Verification
certificate PCN No.220034989 S1
No.0559448 & 0559449
enclosed)

Internal: -

File/IT for website/A4/A5

Approved for issue

Administrative Assistant