

PROCEEDINGS OF
THE ADDITIONAL DIRECTOR GENERAL NCC, NCC DIRECTORATE (K&L)
STATE WING, THIRUVANANTHAPURAM-10
(Present : MAJOR GENERAL RAMESH SHANMUGAM G)

NCC Dept –Est- Disciplinary action on allegation of prolonged absence from duty, dereliction of office work and non-clearing of probation of Smt. Sreeja P J(PEN-825328), Clerk 1 K Air Sqn NCC Thiruvananthapuram-finalized - Orders issued.

No.7451/A1-Est/2023/NCC Thiruvananthapuram Dated: 21 Jun 2025

- Read :-1. NCC Directorate Proceedings No.1806/A6-Est/2016/NCC dated 18.01.2018.
2. NCC Directorate Proceedings No.5790/B2-Est/2023/NCC dated 11.10.2023.
3. G.O (Rt) No.26/2024/HEDN dated 06.01.2024.
4. NCC Group Headquarters, Thiruvananthapuram letter No. E3/2632/1Air/NCC dated 30 Dec 2023.
5. This Directorate MOC of even number dated 15 Jan 2023.
6. Your reply to MOC dated 20 Feb 2024.
7. This Directorate proceedings of even number dated 12 Jun 2024.
8. This Directorate show cause notice letter of even No dated 18.12.2024.
9. 1 Kerala Air Sqn NCC letter No.1 Air/115/Est dated 01 Jan 2025.
10. 1 Kerala Air Sqn NCC letter No.1 Air/115/Est dated 18.03.2024.
11. 1 Kerala Air Sqn NCC letter No.1 Air/115/Est dated 31.05.2025

ORDER

1. Smt. Sreeja P J was appointed as a clerk in 1 Kerala Air Squadron NCC Kochuveli, under the compassionate employment scheme wef 27.01.2018 as per proceedings cited at reference 1. She was placed on probation for a period of two years with a stipulation to pass the mandatory Departmental Test in Manual of Office Procedure (MOP). Due to failure in passing the exam, her probation was extended from time to time with the final extension granted up to 26.01.2024.
2. Several instances of unauthorised absence from duty, dereliction of official responsibilities and continued failure to pass the mandatory departmental examination were reported against her by the unit (1 Kerala Air Squadron NCC) and NCC Group Headquarters Trivandrum (reference 4,10 and 11). A Memorandum of Charges (MOC) was issued (reference 5) and her reply (Reference 6) was found unsatisfactory.
3. An enquiry under Rule 15 of KCS (CC&A) Rules 1960 was initiated (Reference 7). The inquiry Office found her guilty of:
 - a) Unauthorised absence from duty.
 - b) Dereliction of Official responsibilities
 - c) Wilful negligence in not clearing the mandatory departmental exam despite repeated extensions.

4. A show cause notice proposing dismissal from service was issued (Reference 8). The delinquent employee sought a personal hearing before the ADG (Reference 9), which was granted and held on 27.02.2025. During the hearing, she failed to provide convincing justification and only requested one final opportunity citing domestic issues.

5. The under signed has examined the inquiry report, her past conduct, written submission and subsequent absenteeism reported again from 25.04.2025 onwards. It is evident that:

i) The delinquent employee showed a consistent pattern of negligence, irresponsibility and disregard to official duties.

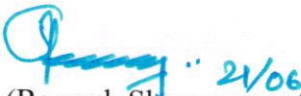
ii) Despite a seven-year span to clear the MOP examination, she attempted it only once, which reflects an indifferent and lackadaisical attitude.

iii) Her unauthorised absence disrupted office functioning and set a wrong precedent.

iv) The mandatory probation conditions have not been fulfilled within the extended period, rendering her ineligible for confirmation in service under Rule 20 of the Keral State & Subordinate Service Rules (KS&SSR) 1958.

6. In view of the facts stated above, the undersigned is of the considered opinion that further retention of Smt. Sreeja PJ in government service is undesirable. As per the provisions of Rule 11(viii) of the KCS(CC&A) Rules 1960 and Rule 20(c) of the KS&SSR 1958, the major penalty of dismissal from service is hereby imposed on Smt. Sreeja PJ Clerk 1 (K) Air Squadron NCC Kochuveli.




(Ramesh Shanmugam G)
Major General
Additional Director General NCC(K&L)

Copy to :-

1. Smt. Sreeja P J
Clerk 1 K Air Sqn NCC - Through HOO
Kochuveli
 2. Commanding Officer 1 K Air Sqn NCC
 3. NCC GP HQ's Trivandrum
- Internal – A2, **IT**