

**PROCEEDINGS OF  
THE ADDITIONAL DIRECTOR GENERAL NCC, NCC DIRECTORATE (K&L)  
STATE WING, THURUVANANTHAPURAM-10  
(Present : Major General Anoop Kumar V, SM)**

NCC Dept -Establishment - Appointment of Lower Division Typist (Ex-servicemen only) on Rs. 9940 -16580/- (PR) Revised Rs.19000-43600/- in Kannur District – Orders issued .

No.3643/A2-III/Est/2018/NCC

Thiruvananthapuram

Dated : 09 May 2018

Read : Letter No C1(2)2741/14(1) dated 28/3/18 from the District Officer, KPSC District Office, Kannur

**ORDER**

1 The candidates, whose details are given below have been advised by the District Officer, Kerala Public Service Commission District Office, Kannur as per the letter read above for appointment as Lower Division Typist in NCC Department in Kannur District in the pay scale of Rs. 9940 – 16580 (PR). Revised Rs.19000-43600/-

Sl No	Name and address of candidate	Name of father or guardian	Date of birth	Qualification and experience	Turn of Advice (OC/Resv)
1	BASHEERR TT ASHIYANA KEEZHARIYUR KOZHICODE (MAPPILA)	AMMED	10/05/1969	1) SSLC 2) Pre Degree 3)Service as Clerk/Writer in Defence Force 15 yrs.experience 4)Ex-serviceman	OC TURN
2	SANTHOSH VV SARAYU AYYALLUR PO KOLARI MATTANUR VIA KANNUR-670702	Achuthan Nambiar PC	13/11/1971	1) SSC 2) Pre Degree 3)Service of 15 Years or more in Armrd Forces as Clerk	OC TURN
3	BINU A ACHAMMANDIYIL VADAKARA NUT STREET CALICUT 673104 (THIYYA)	NANU AM	30/01/1976	1)THSLC 2)Service as Clerk/Writer in Defence Force 15 yrs experience	OC TURN

2. The candidates shown above are appointed temporarily as Lower Division Typist in the scale of pay Rs. 9940 – 16580 (PR) Revised Rs.19000-43600/- and posted in the office noted against their name as shown below in the existing vacancies:-

<u>Sl No</u>	<u>Name</u>	<u>NCC Office in which posted</u>
1.	Sri BASHEER TT	31(K)BN NCC,Kannur
2.	Sri.SANTHOSH VV	32(K)BN NCC,Payannur
3.	Sri BINU A	1(K)Arty Bn NCC, Thalassery

3. The above mentioned candidates are directed to report before the Commanding Officers of respective units 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 Non-Creamy Layer Certificate in original etc also to be produced. As per GO (P) No. 20/2011/P&ARD dated 30.06.11 they are also required to produce a medical certificate of health in original from a medical officer not below the rank of an Assistant Surgeon having MBBS Degree failing which they will not be admitted for duty. The candidate should pass **Malayalam Typewriting (Lower)** before completing probation where applicable

4. The appointment of the candidate is temporary under clause (i) of Sub Rule (a) of the Rule 9 of General Rules of the Kerala State and Subordinate Service Rules 1958 as provided in the Rule 10 (b) of those Rules vide GO (P)No. 49/74/PD dated 05.03.74 and also as ordered in GO (MS) No. 170/74 PD/ Public Services (D) dated 18.07.74. Satisfactory report in police verification later regarding his character and antecedents to be obtained. 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. They will be on probation in the cadre of Lower Division Typist for a period of two years on duty within a continuous period of three years from the date their joining duty.

6. The head of office concerned will obtain the Police verification proforma (which is available in NCC website) duly filled in by the candidate before they are allowed to join duty and forward the same to this Directorate for further action. As per GO(P) No. 20/2011/P&ARD dated 30.06.11, the candidates are also directed to affix their thump impression on the medical fitness certificate along with an attested copy of photograph. Service book in respect of the individual may be opened within one week from date of joining duty. Attested copies of pages of service book containing name, address, thump impression, signature and personal identification marks are to be forwarded to this Directorate along with joining report, for onward submission to Public Service Commission. The Head of office should satisfy himself about the identity and signature of candidate before he is allowed to join duty. For this purpose, original of One Time Verification Certificate which includes the scanned image of photo and signature of the candidate is enclosed herewith. The photo graph and the signature of the candidate may be verified and the fact may be recorded in one time verification certificate 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 appointment shall be regularized only after obtaining verification certificate from the PSC. For this purpose the head of office shall forward attested copy of one to four pages of the service book of the incumbent to this office as ordered in GO(P) No. 20/2011//P&ARD dated 30.06.11 along with the original one time verification certificate.** The date of joining should be reported promptly.

7. The candidates should report for duty within 15 days on receipt of this Order, failing which action will be taken to cancel the appointment without further notice.

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8. All employees appointed on or after 01.04.13 would submit filled up application form in duplicate to concerned treasury **within 7 days of their appointment** for allotment of Permanent Retirement Account Number (PRAN).

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. Original One time verification certificate of the candidate should also be returned along with the NJD report, if any.

Sgd/  
Additional Director General NCC

To:-

1. Sri. Basheer TT - By Registered post with AD
2. Sri Santhosh VV - By Registered post with AD
3. Sri BINU A - By Registered post with AD
4. The Commanding Officer, **1(K)ARTY BN NCC, Thalassery**- By registered post.  
(Original OTV certificate Sl. No. PCN-150052828 attached)
5. The Commanding Officer, **31(K) BN NCC, KANNUR**- By registered post.  
(Original OTV certificate Sl. No. PCN-140008529 attached)
6. The Commanding Officer, **32(K)BN NCC, Payannur** By registered post.  
(Original OTV certificate Sl. No. PCN-150058801 attached)
7. The District Officer  
Kerala Public Service Commission District office, KANNUR  
Copy to : A3, SF, Audit

Approved for issue

*P. Gopinathan*  
P GOPINATHAN  
Jr. Superintendent  
Establishment-A  
NCC Directorate (K&L)

*with site*