

**MOST URGENT- REMAIDER - II**

04741-2721278

NCC Directorate(K&L)  
State Wing  
Thiruvananthapuram – 10

No. 9559/ D2-Est/2017/NCC  
From

12 Jan 2018

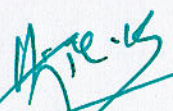
To Additional Director General NCC  
NCC Group HQs/NCC Units

**APPOINTMENT OF DEPARTMENTAL USER – KSCBC WEB PORTAL**

1. Please ref this Directorate letters of even No. dated 06 Dec 2017 and dated 01 Jan 2018.  
(Copies attached)
2. The following **NCC Gp HQs** and **NCC Units** have not forwarded the names of Departmental User till date. All are requested expedite the matter.

- a) **NCC GPHQs Kollam.**
- b) **3(K) NU NCC**
- c) **23(K) BN NCC**
- d) **1(K) Girls Ind Coy**
- e) **27(K) BN NCC**
- f) **28(K) BN NCC**
- g) **30(K) BN NCC**
- h) **31(K) BN NCC**
- i) **32(K) BN NCC**
- j) **9(K) Girls BN NCC**
- k) **1(K) Arty Bn NCC**

Encl: As above

  
(Aji CK)  
Senior Supdt.  
For ADG NCC



**MOST URGENT**

04741-2721278

NCC Directorate(K&L)  
State Wing  
Thiruvananthapuram – 10

No. 9559/ D2-Est/2017/NCC

06 Dec 2017

From

Additional Director General NCC

To

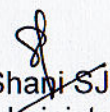
All NCC Group HQs/NCC Units/SS Coy

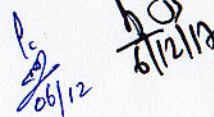
**APPOINTMENT OF DEPARTMENTAL USER – KSCBC WEB PORTAL**

1. A Web Portal has been commissioned by the Kerala State Commission for the Backward classes (KSCBC) for recording Caste/Community details of all employees in State Govt. Service and other organizations under the State ,as per Article 16(4) of the Constitution of India and under Section 9 of the KSCBC Act -1993. For the purpose of uploading the details in Web Portal one Senior Clerk /Clerk ,**preferably dealing with Service Books and has minimum 03 months service left for retirement in the respective offices**, is be nominated as Departmental User, from each Gp HQs and NCC Units including SS Coy. The following details of the nominated Clerks from NCC GP HQs and NCC Units including SS Coy, are **to reach this Dte on or before 16 Dec 2017.**

- a) NAME OF CLERK
- b) DESIGNATION
- c) ADDRESS OF THE OFFICE
- d) OFFICE TELEPHONE NUMBER
- e) MOBILE NUMBER. OF CLERK

2. Treat the matter with top priority.

  
(Shaji SJ)  
Administrative Assistant  
Additional Director General NCC

  
06/12



**MOST URGENT**

04741-2721278

NCC Directorate(K&L)  
State Wing  
Thiruvananthapuram – 10

No. 9559/ D2-Est/2017/NCC  
From

01 Jan 2018

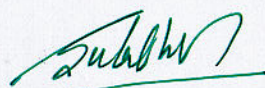
To  
Additional Director General NCC  
NCC Group HQs/NCC Units

**APPOINTMENT OF DEPARTMENTAL USER – KSCBC WEB PORTAL**

1. Please ref this Directorate letter of even No. dated 06 Dec 2017(Copy attached).
2. The following NCC Gp HQs and NCC Units have not forwarded the names of Departmental User till date. All are requested expedite the matter.

- a) NCC GPHQs Kollam.
- b) NCC GP HQs Kozhikkode.
- c) 2(K) BN NCC
- d) 9(K) BN NCC
- e) 3(K) NU NCC
- f) 17(K) BN NCC
- g) 23(K) BN NCC
- h) 1(K) Girls Ind Coy
- i) 27(K) BN NCC
- j) 28(K) BN NCC
- k) 30(K) BN NCC
- l) 31(K) BN NCC
- m) 32(K) BN NCC
- n) 9(K) Girls BN NCC
- o) 1(K) Arty Bn NCC

Encl: As above

  
(AN.Sulabha)  
Senior Supdt.  
For ADG NCC

Dec  
9/  
2018