

15 -ാം കേരള നിയമസഭ

9 -ാം സമ്മേളനം

നക്ഷത്ര ചിഹ്നം ഇല്ലാത്ത ചോദ്യം നം. 2498

13-09-2023 - ൽ മറുപടിയ്ക്ക്

ഏകീകൃത തദ്ദേശസ്വയം ഭരണ വകുപ്പിന്റെ പ്രവർത്തനം

ചോദ്യം		ഉത്തരം	
ശ്രീ. പി. കെ. ബഷീർ		ശ്രീ. എം.ബി. രാജേഷ് (തദ്ദേശ സ്വയംഭരണം, എക്സൈസ് വകുപ്പ് മന്ത്രി)	
(എ)	<p>സംസ്ഥാനത്ത് ഏകീകൃത തദ്ദേശസ്വയം ഭരണ വകുപ്പ് നിലവിൽ വന്നത് എന്ന് മുതലാണെന്ന് അറിയിക്കുമോ; ആയതുമായി ബന്ധപ്പെട്ട ഉത്തരവുകളുടെ പകർപ്പ് ലഭ്യമാക്കുമോ;</p>	(എ)	<p>തദ്ദേശസ്വയംഭരണ വകുപ്പിന് കീഴിലുള്ള 5 വകുപ്പുകളെ ഏകീകരിച്ചുകൊണ്ട് തദ്ദേശസ്വയംഭരണ പൊതുസർവ്വീസ് രൂപീകരിച്ച് 17.07.2020 തീയതിയിൽ സ.ഉ(കൈ) നം. 106/2020/തസ്വഭവ നമ്പറായി സർക്കാർ ഉത്തരവ് പുറപ്പെടുവിച്ചിട്ടുണ്ട്. ഏകീകൃത തദ്ദേശസ്വയംഭരണ വകുപ്പ് സ്റ്റേറ്റ് സർവ്വീസിന്റെയും സബോർഡിനേറ്റ് സർവ്വീസിന്റെയും സ്പെഷ്യൽ റൂൾസ് യഥാക്രമം സ.ഉ (പി) നം. 74/2022/തസ്വഭവ, സ.ഉ (പി) നം. 75/2022/ തസ്വഭവ ഉത്തരവുകൾ പ്രകാരം 27.10.2022 തീയതിയിൽ ഗസറ്റ് വിജ്ഞാപനം നടത്തിയിട്ടുള്ളതാണ്. പ്രസ്തുത ഉത്തരവുകളുടെ പകർപ്പുകൾ ഉള്ളടക്കം ചെയ്യുന്നു.</p>
(ബി)	<p>പ്രസ്തുത വകുപ്പിനുള്ള ഫണ്ട്ഷണൽ മാനുവൽ തയ്യാറാക്കിയിട്ടുണ്ടോ; എങ്കിൽ വിശദമാക്കുമോ;</p>	(ബി)	<p>തദ്ദേശസ്വയംഭരണ വകുപ്പ് പ്രിൻസിപ്പൽ ഡയറക്ടർ ലഭ്യമാക്കിയിട്ടുള്ള കരട് ഫണ്ട്ഷണൽ മാനുവൽ സർക്കാർ തലത്തിൽ പരിശോധിച്ചുവരികയാണ്.</p>
(സി)	<p>പ്രസ്തുത ഉത്തരവിൽ പരാമർശിച്ചിരിക്കുന്ന വിവിധ തസ്തികകളുടെ റൂൾസ് ഓഫ് ബീസിനസിൽ ഓരോ തസ്തികയിലുള്ളവരുടെ ഉത്തരവാദിത്തങ്ങളും ചുമതലകളും എന്തൊക്കെയാണെന്ന് വ്യക്തമാക്കിയിട്ടുണ്ടോ; വിശദാംശം നൽകുമോ;</p>	(സി)	<p>തദ്ദേശസ്വയംഭരണ വകുപ്പ് പ്രിൻസിപ്പൽ ഡയറക്ടർ ലഭ്യമാക്കിയിട്ടുള്ള കരട് ഫണ്ട്ഷണൽ മാനുവൽ സർക്കാർ തലത്തിൽ പരിശോധിച്ചുവരികയാണ്.</p>
(ഡി)	<p>തദ്ദേശസ്വയം ഭരണ വകുപ്പ് എൻജിനീയറിങ് വിഭാഗത്തിൽ 17-10-2012-ലെ സ.ഉ.(പി) നം.270/2012/എൽ.എസ്.ജി.ഡി. പ്രകാരം നിലവിൽ വന്നിട്ടുള്ള പി.ഡബ്ല്യു.ഡി. മാനുവൽ തന്നെയാണോ ഏകീകൃത തദ്ദേശസ്വയംഭരണവകുപ്പിലും നടപ്പിലാക്കിയിട്ടുള്ളത് എന്ന് വ്യക്തമാക്കുമോ?</p>	(ഡി)	<p>തദ്ദേശസ്വയംഭരണ വകുപ്പ് എൻജിനീയറിങ് വിഭാഗത്തിൽ 17.10.2012-ലെ സ.ഉ(പി) നം. 270/2012/എൽ.എസ്.ജി.ഡി പ്രകാരം നിലവിൽ വന്നിട്ടുള്ള പി.ഡബ്ല്യു.ഡി മാനുവൽ തന്നെയാണ് ഏകീകൃത തദ്ദേശസ്വയംഭരണ വകുപ്പിലും നടപ്പിലാക്കിയിട്ടുള്ളത്.</p>

സെക്ഷൻ ഓഫീസർ



കേരള സർക്കാർ

സംഗ്രഹം

തദ്ദേശസ്വയംഭരണ വകുപ്പ് - ജീവനക്കാര്യം - തദ്ദേശ സ്വയംഭരണ വകുപ്പിനു കീഴിലുള്ള അഞ്ച് വകുപ്പുകളെ ഏകീകരിച്ചുകൊണ്ട് തദ്ദേശസ്വയംഭരണ പൊതുസർവ്വീസ് രൂപീകരിച്ച് ഉത്തരവ് പുറപ്പെടുവിക്കുന്നു.

തദ്ദേശസ്വയംഭരണ (ഇന്റർഎ) വകുപ്പ്

സ.ഉ.(കൈ) നം.106/2020/ത.സ്വ.ഭ.വ

തിരുവനന്തപുരം, തീയതി, 17.07.2020.

- പരാമർശം:
- 1) സ.ഉ.(കൈ) നം.61/2011/തസ്വഭവ, തീയതി 26.02.2011.
 - 2) സ.ഉ.(കൈ) നം.198/2016/തസ്വഭവ, തീയതി, 27.12.2016.
 - 3) സ.ഉ.(കൈ) നം.10/2018/ത.സ്വ.ഭ.വ തീയതി 27.01.2018
 - 4) സ.ഉ.(സാധാ) നം.2036/2019/തസ്വഭവ, തീയതി, 20.09.2019.

ഉത്തരവ്

കേരളത്തിലെ തദ്ദേശസ്വയംഭരണ സ്ഥാപനങ്ങളുടെ പ്രവർത്തനങ്ങൾ കൂടുതൽ കാര്യക്ഷമവും ഫലപ്രദവുമാക്കുന്നതിന് തുതല ജില്ലാ, ബ്ലോക്ക്, ഗ്രാമപഞ്ചായത്തുകൾക്കിടയിലും തമ്മിലും മുനിസിപ്പാലിറ്റികളും പഞ്ചായത്തുകളും തമ്മിലും യോജിച്ച പ്രവർത്തനം ആവശ്യമാണ്. വിവിധ തട്ടുകളിലായി നടക്കുന്ന പ്രാദേശിക ആസൂത്രണ വികസന പ്രവർത്തനങ്ങളുടെ ഏകോപനത്തിനും മികച്ച പ്രാദേശിക ഭരണത്തിനും, പദ്ധതി നിർവഹണത്തിനും തദ്ദേശ സ്ഥാപനങ്ങൾക്ക് മാത്രമായി ഒരു ഏകീകൃത ഉദ്യോഗസ്ഥ സംവിധാനം അനിവാര്യമാണ്. തദ്ദേശസ്വയംഭരണ സ്ഥാപനങ്ങളുടെ പൊതുവായ സേവനപ്രദാനം മെച്ചപ്പെടുത്തുക എന്ന ലക്ഷ്യത്തോടെ സ്ഥാപനങ്ങളുടെ കാര്യക്ഷമത വർദ്ധിപ്പിക്കുന്നതിന്റെ ഭാഗമായി തദ്ദേശസ്വയംഭരണ വകുപ്പിന് ഒരു പൊതുസർവ്വീസ് രൂപീകരിക്കണമെന്ന് 2008-ലെ നയപ്രഖ്യാപന പ്രസംഗത്തിൽ ബഹു.കേരള ഗവർണ്ണർ പ്രഖ്യാപിച്ചതിന്റെ അടിസ്ഥാനത്തിൽ പരാമർശം (1) പ്രകാരം തദ്ദേശസ്വയംഭരണ വകുപ്പിന് കീഴിലുള്ള പഞ്ചായത്ത്, ഗ്രാമവികസനം, നഗരകാര്യം, നഗരഗ്രാമാസൂത്രണം, തദ്ദേശസ്വയംഭരണ എഞ്ചിനീയറിംഗ് വിംഗ്, മുനിസിപ്പൽ കോമൺ സർവ്വീസ് എന്നീ സർവ്വീസുകളെ ഏകോപിപ്പിച്ച് പൊതുസർവ്വീസ് രൂപീകരിക്കുന്നതിനുള്ള അനുമതി നൽകി സർക്കാർ ഉത്തരവായിരുന്നു. 24.06.2016-ലെ ഗവർണ്ണറുടെ നയപ്രഖ്യാപനത്തിലെ 42-ാം ഖണ്ഡികയിൽ തദ്ദേശസ്വയംഭരണ വകുപ്പിന് കീഴിലെ വിവിധ വകുപ്പുകളെ ഏകോപിപ്പിച്ചുകൊണ്ട് പൊതുസർവ്വീസ് നടപ്പിലാക്കുമെന്ന് പ്രഖ്യാപിച്ചിരുന്നു. അതനുസരിച്ച് കരട് വിശേഷാൽ ചട്ടങ്ങൾ രൂപീകരിക്കുന്നതിന് ലോക്കൽ ഗവണ്മെന്റ് കമ്മീഷനെ പരാമർശം (2) പ്രകാരം ചുമതലപ്പെടുത്തിയിരുന്നു. ഏകീകൃത സർവ്വീസ് രൂപീകരണത്തിന്റെ മുന്നൊരുക്കങ്ങൾ നടത്തുന്നതിനും, കരട് ചട്ടങ്ങൾ അന്തിമ നടപടികൾക്കായി സമർപ്പിക്കുന്നതിനും കരട് വിശേഷാൽ ചട്ടത്തിൽ ഉൾപ്പെടുത്തേണ്ട സീനിയോറിറ്റി ലിസ്റ്റ് കുറ്റമറ്റതാക്കുക, നിലവിലുള്ള ജീവനക്കാരുടെ എണ്ണത്തിന്റെ അടിസ്ഥാനത്തിൽ റേഷ്യോ നിശ്ചയിക്കുക, കരട് വിശേഷാൽ ചട്ടത്തിൽ അപാകതകൾ ഉണ്ടെങ്കിൽ അത് പരിഹരിക്കുക, ജീവനക്കാരുടെ സംശയങ്ങൾ ദൂരീകരിക്കുക തുടങ്ങി പുതിയ സർവ്വീസ് നിലവിൽ വരുന്നതിന്റെ പൂർണ്ണ ഉത്തരവാദിത്വം നിറവേറ്റുന്നതിന് തദ്ദേശ

സ്വയംഭരണ വകുപ്പ് എന്ന പേരിൽ ഒരു പൊതു സർവ്വീസ് രൂപീകരിച്ചുകൊണ്ടും മേൽപറഞ്ഞ ചുമതലകൾ നിർവ്വഹിക്കുന്നതിന് പ്രസ്തുത വകുപ്പിന്റെ മേധാവിയായി പ്രിൻസിപ്പൽ ഡയറക്ടറെ നിയമിച്ചുകൊണ്ടും പരാമർശം (3) പ്രകാരം ഉത്തരവായിരുന്നു.

2) ലോക്കൽ ഗവണ്മെന്റ് കമ്മീഷൻ തയ്യാറാക്കി സമർപ്പിച്ച സ്റ്റേറ്റ് സർവ്വീസിന്റെയും, സബോർഡിനേറ്റ് സർവ്വീസിന്റെയും കരട് ചട്ടങ്ങൾ പൊതു ചർച്ചയ്ക്ക് വിധേയമാക്കുന്നതിനായി പ്രിൻസിപ്പൽ ഡയറക്ടറേറ്റ് വെബ്സൈറ്റിൽ പ്രസിദ്ധീകരിക്കുകയും അഭിപ്രായങ്ങൾ ക്ഷണിക്കുകയും ചെയ്തു. ഔദ്യോഗിക പ്രക്രിയയുടെ ഭാഗമായി പ്രസ്തുത ചട്ടങ്ങളുടെ കരട് എല്ലാ അംഗീകൃത സംഘടനകൾക്കും അയച്ചുകൊടുക്കുകയും തുടർന്ന് ഗവണ്മെന്റ് ബന്ധപ്പെട്ട എല്ലാ വിഭാഗം സർവ്വീസ് സംഘടനകളുമായി ചർച്ച നടത്തുകയുമുണ്ടായി. തുടർന്ന് അഞ്ച് വകുപ്പുകളുടെയും മേധാവികളുടെ അഭിപ്രായം ശേഖരിക്കുന്നതിനും സർവ്വീസ് സംഘടനകളുടെ അഭിപ്രായങ്ങൾ അനുസരിച്ച് നിർദ്ദേശിക്കപ്പെട്ട മാറ്റങ്ങൾ പരിശോധിക്കുന്നതിനും പരാമർശം (4)

പ്രകാരം പ്രിൻസിപ്പൽ സെക്രട്ടറി (തദ്ദേശസ്വയംഭരണ-ഗ്രാമീൺ)- ചെയർപേഴ്സൺ, ലോക്കൽ ഗവണ്മെന്റ് കമ്മീഷൻ ചെയർമാൻ - മെമ്പർ, തദ്ദേശസ്വയംഭരണ വകുപ്പ് പ്രിൻസിപ്പൽ ഡയറക്ടർ - കൺവീനർ എന്നിവരടങ്ങുന്ന ഒരു മൂന്നംഗ കമ്മിറ്റി രൂപീകരിച്ച് ഉത്തരവായിരുന്നു. പ്രസ്തുത കമ്മിറ്റി, ഭേദഗതി വരുത്തിയ കരട് വിശേഷാൽ ചട്ടങ്ങളിന്മേൽ കില ഡയറക്ടറുമായും, എല്ലാ വകുപ്പ് മേധാവികളുമായും ചർച്ച നടത്തുകയുണ്ടായി.

3) ലോക്കൽ ഗവണ്മെന്റ് കമ്മീഷൻ സമർപ്പിച്ച കരട് ചട്ടങ്ങളും പ്രിൻസിപ്പൽ സെക്രട്ടറി അധ്യക്ഷയായ കമ്മിറ്റി സമർപ്പിച്ച റിപ്പോർട്ടും സർക്കാർ വിശദമായി പരിശോധിക്കുകയുണ്ടായി. അതിന്റെ അടിസ്ഥാനത്തിൽ ചുവടെ ചേർക്കും പ്രകാരം അഞ്ചുവകുപ്പുകളെ ഏകീകരിച്ചുകൊണ്ട് ഉത്തരവ് പുറപ്പെടുവിക്കുന്നു.

1) ഏകീകൃത വകുപ്പിന്റെ പേര് തദ്ദേശസ്വയംഭരണ വകുപ്പ് (എൽ.എസ്.ജി.ഡി.) എന്നും വകുപ്പുതലവന്റെ പേര് പ്രിൻസിപ്പൽ ഡയറക്ടർ എന്നും ആയിരിക്കുന്നതാണ്.

2) എ) നിലവിലുള്ള ഗ്രാമവികസന കമ്മീഷണറേറ്റ്, പഞ്ചായത്ത് ഡയറക്ടേറ്റ്, നഗരകാര്യ ഡയറക്ടേറ്റ് എന്നീ മൂന്നു വകുപ്പുകൾ സംയോജിപ്പിച്ച് റൂറൽ, അർബൻ എന്നീ രണ്ടു വിംഗുകൾ രൂപീകരിക്കുകയും ഗ്രാമവികസന കമ്മീഷണർ, പഞ്ചായത്ത് ഡയറക്ടർ, നഗരകാര്യ ഡയറക്ടർ എന്നിവർക്ക് പകരം ഡയറക്ടർ, എൽ.എസ്.ജി.ഡി. (റൂറൽ), ഡയറക്ടർ, എൽ.എസ്.ജി.ഡി. (അർബൻ) എന്നീ തസ്തികകൾ നിലവിൽ വരുന്നതുമാണ്.

ബി) നിലവിലുള്ള എഞ്ചിനീയറിംഗ് വകുപ്പ് ചീഫ് എഞ്ചിനീയറുടെ ചുമതലയിൽ ലോക്കൽ ഇൻഫ്രാസ്ട്രക്ചർ ഡവലപ്മെന്റ് ആന്റ് എഞ്ചിനീയറിംഗ് വിംഗ് എന്ന് മാറ്റുന്നതാണ്.

സി) നിലവിലുള്ള നഗരഗ്രാമാസൂത്രണ വകുപ്പ് ചീഫ് ടൗൺ പ്ലാനറുടെ ചുമതലയിൽ പ്ലാനിംഗ് വിംഗ് ആയി മാറ്റുന്നതാണ്. (LSGD Planning)

ഡി) നഗരകാര്യവകുപ്പിലെയും പഞ്ചായത്തുകളിലെയും ആരോഗ്യ ശുചിത്വ വിഭാഗത്തിലെ എല്ലാ ജീവനക്കാരും പബ്ലിക് ഹെൽത്ത് ആന്റ് എൻവയോൺമെന്റ് മാനേജ്മെന്റ് വിംഗിൽ ഉൾപ്പെടുന്നതാണ്. ഈ വിംഗിലെ എല്ലാ ജീവനക്കാരുടെയും നിയമനം, പ്രമോഷൻ, സ്ഥലംമാറ്റം എന്നിവ പ്രിൻസിപ്പൽ ഡയറക്ടറിലും, ജില്ലയുടെ ചുമതലയുള്ള ജോയിന്റ് ഡയറക്ടറിലുമായി നിക്ഷിപ്തമായിരിക്കുന്നതാണ്.

- 3) ഏകീകൃത വകുപ്പിന്റെ ഭരണം, വകുപ്പിലെ വിഭാഗങ്ങൾ തമ്മിലുള്ള ഏകോപനം, രണ്ടോ അതിൽ കൂടുതൽ വിഭാഗങ്ങളുമായി ബന്ധപ്പെട്ട വിഷയങ്ങൾ എന്നിവയുടെ ചുമതല പ്രിൻസിപ്പൽ ഡയറക്ടർക്ക് ആയിരിക്കുന്നതാണ്.
- 4) മുനിസിപ്പൽ കോർപ്പറേഷൻ, മുനിസിപ്പൽ കൗൺസിൽ, ജില്ലാ പഞ്ചായത്ത്, ബ്ലോക്ക് പഞ്ചായത്ത്, ഗ്രാമപഞ്ചായത്ത് എന്നിവയുടെ സെക്രട്ടറി പദവികൾ അതേപേരിൽ തന്നെ നിലനിർത്തുന്നതാണ്.
- 5) ജീവനക്കാരുടെ പ്രമോഷന്റെയും സ്ഥലംമാറ്റത്തിന്റെയും കാര്യത്തിൽ താഴെപ്പറയുന്ന രീതി സ്വീകരിക്കേണ്ടതാണ്.

എ) ഏകീകരണ ഉത്തരവ് തീയതിയ്ക്ക് മുമ്പ് സ്റ്റേറ്റ് സർവീസിൽ പ്രവേശിച്ച ഓരോ ജീവനക്കാരനും സർവീസിൽ നിന്നും പിരിയുന്നതുവരെ പഴയ വകുപ്പുകളിലുള്ള Seniorityയും lienഉം നിലനിർത്തി പഴയ വകുപ്പിൽ അർഹതപ്പെട്ട എല്ലാ പ്രമോഷനുകൾക്കും അർഹതയുണ്ടായിരിക്കും. ഏകീകൃത വകുപ്പിന്റെ ഘടനയനുസരിച്ച് നിലവിലുള്ള വകുപ്പിൽ നിന്നും സമാനതസ്സികയിലുള്ളവരെ ഏകോപിപ്പിക്കുന്നതിന് ഇവരുടെ ഇപ്പോഴുള്ള തസ്തികകളുടെ പേരുകളും പുതിയ വകുപ്പിൽ ഇവർ അറിയപ്പെടുന്ന തത്തുല്യമായ പേരുകളും എന്താണെന്ന് ചട്ടങ്ങളിൽ വ്യക്തമാക്കേണ്ടതാണ്. സാങ്കേതിക വിഭാഗങ്ങളിലെ സാങ്കേതിക ജീവനക്കാരൊഴികെ എല്ലാ വകുപ്പുകളിലെയും സമാന തസ്തികയിലുള്ളവരെ പുതുതായി രൂപീകരിക്കുന്ന ഏകീകൃത സർവീസിൽ മാറ്റി നിയമിക്കുന്നതാണ്. Specialised Category-യിലുള്ള ജീവനക്കാരുടെ നിയമനവും സ്ഥലംമാറ്റവും ബന്ധപ്പെട്ട വിംഗ് മേധാവി/സർക്കാർ നടത്തുന്നതാണ്.

ബി) വിവിധ വകുപ്പുകളിലെ സബോർഡിനേറ്റ് സർവീസിലുള്ള ജീവനക്കാരുടെ കാര്യത്തിലും മേൽപ്പറഞ്ഞ സമീപനം സ്വീകരിക്കുന്നതാണ്. എന്നാൽ ഏകീകൃത സർവീസ് നിലവിൽ വന്ന തീയതിയ്ക്ക് ശേഷം സ്റ്റേറ്റ് സർവീസിലേക്ക് പ്രവേശിക്കുന്ന ഘട്ടത്തിൽ വിവിധ നിയമന മാർഗ്ഗങ്ങളിലൂടെ നിയമനം ലഭിക്കുന്നവരുടെ inter se seniority list വിശദമായ പരിശോധനയ്ക്ക് ശേഷം പ്രത്യേകം തയ്യാറാക്കുന്നതാണ്.

- 6) സെക്രട്ടറിമാരിലേക്കുള്ള പ്രമോഷനും നിയമനവും ഏകീകരിക്കുന്നതിന് നിലവിലുള്ള സ്പെഷ്യൽ റൂളുകളിൽ ഭേദഗതി വരുത്തി Subclause ആയി പുതിയ ചട്ടങ്ങളിൽ ചുവടെ പറയും പ്രകാരം ചേർക്കേണ്ടതാണ്.

എ) ഗ്രാമപഞ്ചായത്തിൽ ജൂനിയർ സൂപ്രണ്ട്/അസിസ്റ്റന്റ് സെക്രട്ടറി തസ്തികയിൽ നിന്നും സെക്രട്ടറി തസ്തികയിലേയ്ക്ക് പ്രമോഷൻ നൽകുന്ന നിലവിലെ രീതിയും പ്രൊമോഷൻ മുഖേനയും നേരിട്ടുള്ള റിക്രൂട്ട്മെന്റ് മുഖേനയുമുള്ള നിയമനത്തിന് നിലവിലുള്ള 60:40 റേഷ്യോയും അതേപോലെ തുടരേണ്ടതാണ്.

ബി) മുനിസിപ്പൽ ഗ്രേഡ് III യിലേക്കുള്ള പ്രമോഷൻ അനുപാതം 50 ശതമാനമാക്കി നിശ്ചയിക്കുന്നതും പ്രമോഷൻ രീതി പഞ്ചായത്തിനു സമാനമായിരിക്കുന്നതുമാണ്.

സി) ബ്ലോക്ക് പഞ്ചായത്ത് സെക്രട്ടറിമാരിലേക്കുള്ള പ്രമോഷൻ 42 ശതമാനമാക്കി നിലവിലുള്ള അനുപാതം അനുസരിച്ച് നിശ്ചയിക്കുന്നതും പ്രമോഷൻ രീതി പഞ്ചായത്തിന് സമാനമായിരിക്കുന്നതുമാണ്.

ഡി) നിലവിലുള്ള മുനിസിപ്പൽ സെക്രട്ടറി ഗ്രേഡ് III, തസ്തികയിലെ ജീവനക്കാർക്ക് സംരക്ഷണം നൽകി മുനിസിപ്പൽ സെക്രട്ടറി ഗ്രേഡ് III, ഗ്രാമപഞ്ചായത്ത്, ബ്ലോക്ക് പഞ്ചായത്ത് സെക്രട്ടറിമാരുടെ തസ്തികകൾ ഏകീകരിക്കുന്നതാണ്.

7) സെക്രട്ടറിമാരായി പ്രമോഷൻ ലഭിക്കുന്നവർക്ക് സമഗ്രമായ ട്രെയിനിംഗ് നൽകുന്നതാണ്.

8) ഏകീകൃത വകുപ്പിന്റെ ജില്ലാ മേധാവിയായി ജോയിന്റ് ഡയറക്ടർ /ജോയിന്റ് ഡെവലപ്മെന്റ് കമ്മീഷണർ എന്നിവർക്ക് സമാനമായ ഒരാളെ നിയമിക്കേണ്ടതാണ്. ഈ തസ്തികയുടെ പേര് “ജോയിന്റ് ഡയറക്ടർ (ജില്ലയുടെ പേര്) എൽ.എസ്.ജി.ഡി.” എന്നായിരിക്കും.

9) ജില്ലാ മേധാവിയുടെ തസ്തികകളിലേക്ക് നിലവിലുള്ള ജോയിന്റ് ഡയറക്ടർ, ജോയിന്റ് ഡെവലപ്മെന്റ് കമ്മീഷണർ എന്നിവരെ മാറ്റി നിയമിക്കുന്നതാണ്.

10) എല്ലാ ജില്ലാ പഞ്ചായത്ത് സെക്രട്ടറി തസ്തികകളും ഏകീകൃത വകുപ്പിനകത്തെ ജീവനക്കാരുടെ തസ്തികയായി നിശ്ചയിക്കുന്നതാണ്. നിയമന രീതിയ്ക്ക് പ്രത്യേക വ്യവസ്ഥകൾ രൂപീകരിക്കുന്നതാണ്.

11) തദ്ദേശസ്വയംഭരണ സ്ഥാപനങ്ങളുടെ മെച്ചപ്പെട്ട പ്രവർത്തനത്തിന് സഹായകരമായി നിർദ്ദേശിക്കപ്പെട്ടിട്ടുള്ള പബ്ലിക് ഹെൽത്ത് ആന്റ് എൻവയൺമെന്റ് മാനേജ്മെന്റ്, കമ്മ്യൂണിക്കേഷൻ, എംപവർമെന്റ്, ഹ്യൂമൻ റിസോഴ്സ് ഡെവലപ്മെന്റ് എന്നീ ഉപവിഭാഗങ്ങളും രൂപീകരിക്കേണ്ടതാണ്.

12) നഗരകാര്യ വകുപ്പിലെ നിലവിലെ മൂന്ന് മേഖലാ ഓഫീസുകൾ നിറുത്തലാക്കുകയും അവ നിർവ്വഹിച്ചു വന്ന പ്രവൃത്തികളും ഉത്തരവാദിത്വങ്ങളും ജില്ലാ ജോയിന്റ് ഡയറക്ടറിൽ നിക്ഷിപ്തമാക്കേണ്ടതുമാണ്.

13) നിലവിലുള്ള വി.ഇ.ഒ. ഗ്രേഡ് II റാങ്ക് ലിസ്റ്റിന്റെ കാലാവധി കഴിഞ്ഞതിനു ശേഷം വി.ഇ.ഒ. തസ്തിക vanishing category ആക്കിക്കൊണ്ട് ഇതിൽ ഒഴിവു വരുന്ന തസ്തികകൾ ക്ലർക്ക് തസ്തികകളാക്കി മാറ്റേണ്ടതാണ്.

14) നിലവിൽ കിലയുടെ ഭാഗമായ എല്ലാ ജീവനക്കാരെയും പൂർണ്ണമായും കിലയുടെ സ്റ്റാഫ് കേഡറിന്റെ ഭാഗമാക്കേണ്ടതാണ്. കിലയുടേതല്ലാത്ത മുഴുവൻ സ്ഥാപനങ്ങളിലെ പോസ്റ്റുകളും ജീവനക്കാർ വിരമിക്കുന്നതനുസരിച്ച് കിലയ്ക്ക് വിട്ടുകൊടുക്കേണ്ടതാണ്.

15) പ്രിൻസിപ്പൽ ഡയറക്ടേറ്റ് ഉത്തരവ് പുറപ്പെടുവിക്കുന്ന തീയതി മുതൽ 30 ദിവസത്തിനുള്ളിലും ജില്ലാ ജോയിന്റ് ഡയറക്ടറുടെ ഓഫീസ് 45 ദിവസത്തിനുള്ളിലും പ്രവർത്തനമാരംഭിക്കേണ്ടതാണ്.

16) മൂന്ന് മാസത്തിനകം ഏകീകരണം സംബന്ധിച്ച് വിശേഷാൽ ചട്ടങ്ങൾ പരിശോധിച്ച് അന്തിമമാക്കാനും ഖണ്ഡിക 6 & 12 പറയുന്ന കാര്യങ്ങൾക്കാവശ്യമായ വ്യവസ്ഥകൾ തയ്യാറാക്കുന്നതിനും LSGD Special Secretary Shri. R.S. Kannan-നെ ചുമതലപ്പെടുത്തുന്നു.

17) പ്രിൻസിപ്പൽ ഡയറക്ടർ തലത്തിൽ ഒരു പരാതി പരിഹാര സെല്ലും തദ്ദേശസ്വയംഭരണ വകുപ്പിൽ SPAO-യുടെ അധ്യക്ഷതയിൽ അഞ്ച് വകുപ്പിലെയും

ഉന്നത ഉദ്യോഗസ്ഥരെ ഉൾപ്പെടുത്തിക്കൊണ്ട് ഒരു അപ്പലേറ്റ് അതോറിറ്റി സംവിധാനവും രൂപീകരിച്ച് ഉത്തരവാകുന്നു. പരാതി പരിഹരിക്കാൻ 60 ദിവസമായിരിക്കും സമയപരിധി.

- 18) വകുപ്പുകൾ തമ്മിൽ സംയോജനം ഉണ്ടാകുമ്പോൾ നിലവിലുള്ള ജീവനക്കാർ, ഫയലുകൾ, റെക്കോർഡുകൾ, ഓഫീസ് കെട്ടിടങ്ങൾ, മറ്റ് അസൂകൾ തുടങ്ങിയവയുടെ വിഭജനം സംബന്ധിച്ച് നിർദ്ദേശിക്കാനും ഓർഗനൈസേഷൻ ചാർട്ട് തയ്യാറാക്കാനും ഒരു ഉദ്യോഗസ്ഥതല സമിതി പ്രിൻസിപ്പൽ ഡയറക്ടറുടെ അദ്ധ്യക്ഷതയിൽ രൂപീകരിച്ച് ഉത്തരവാകുന്നു.
- 19) ഏകീകൃത സർവ്വീസിന് ചട്ടം രൂപീകരിക്കുമ്പോൾ റേഷ്യോ അടിസ്ഥാനത്തിലുള്ള നിയമനങ്ങളിൽ ഏകീകരണം ഉണ്ടാക്കാനാകുമോ എന്നത് കൂടി പരിശോധിക്കുന്നതാണ്.
- 20) സംസ്ഥാനതലത്തിലും, മേഖലതലത്തിലും, ജില്ലാതലത്തിലുമുള്ള ഓഫീസുകളുടെയും അതിലെ ഉദ്യോഗസ്ഥരുടെ ചുമതലകളും ഉത്തരവാദിത്തങ്ങളും വ്യക്തമാക്കിക്കൊണ്ട് പ്രത്യേകം ഉത്തരവ് പുറപ്പെടുവിക്കുന്നതാണ്.
- 21) ഏകീകൃത വകുപ്പിന്റെ സുഗമമായ പ്രവർത്തനത്തിന് മാനുവലിന്റെ രൂപരേഖ തയ്യാറാക്കി സമർപ്പിക്കുവാൻ ലോക്കൽ ഗവൺമെന്റ് കമ്മീഷനെ ചുമതലപ്പെടുത്തുന്നു.

(ഗവർണ്ണറുടെ ഉത്തരവിൻ പ്രകാരം)
 ശാരദ മുരളീധരൻ ഐ.എ.എസ്.
 പ്രിൻസിപ്പൽ സെക്രട്ടറി

പ്രിൻസിപ്പൽ ഡയറക്ടർ, തദ്ദേശസ്വയംഭരണ വകുപ്പ്, തിരുവനന്തപുരം.

ചെയർമാൻ, ലോക്കൽ ഗവൺമെന്റ് കമ്മീഷൻ, തിരുവനന്തപുരം.

പ്രിൻസിപ്പൽ അക്കൗണ്ടന്റ് ജനറൽ (ആഡിറ്റ്), കേരള, തിരുവനന്തപുരം.

അക്കൗണ്ടന്റ് ജനറൽ (എ & ഇ), കേരള, തിരുവനന്തപുരം/തൃശ്ശൂർ.

സെക്രട്ടറി, കേരള പബ്ലിക് സർവ്വീസ് കമ്മീഷൻ, തിരുവനന്തപുരം.

സ്റ്റേറ്റ് പെർഫോമൻസ് ഓഡിറ്റ് ഓഫീസർ, തിരുവനന്തപുരം.

ഗ്രാമവികസന കമ്മീഷണർ, തിരുവനന്തപുരം.

പഞ്ചായത്ത് ഡയറക്ടർ, തിരുവനന്തപുരം.

നഗരകാര്യ ഡയറക്ടർ, തിരുവനന്തപുരം.

ചീഫ് ടൗൺ പ്ലാനർ, തിരുവനന്തപുരം.

ചീഫ് എഞ്ചിനീയർ, തദ്ദേശസ്വയംഭരണ വകുപ്പ്, തിരുവനന്തപുരം.

ഡയറക്ടർ, കില, തൃശ്ശൂർ.

മെമ്പർ സെക്രട്ടറി, സ്റ്റേറ്റ് പ്ലാനിംഗ് ബോർഡ്, തിരുവനന്തപുരം.

ഡയറക്ടർ, കേരള സ്റ്റേറ്റ് ഓഡിറ്റ് ഡിപ്പാർട്ട്മെന്റ്, തിരുവനന്തപുരം.

സെക്രട്ടറി, തദ്ദേശസ്വയംഭരണ സ്ഥാപനങ്ങൾക്കു വേണ്ടിയുള്ള ഓംബുഡ്സ്മാൻ,

തിരുവനന്തപുരം.

സെക്രട്ടറി, തദ്ദേശസ്വയംഭരണ സ്ഥാപനങ്ങൾക്കു വേണ്ടിയുള്ള ട്രൈബ്യൂണൽ, തിരുവനന്തപുരം.

ഡയറക്ടർ, ഇൻഫർമേഷൻ കേരള മിഷൻ, തിരുവനന്തപുരം.

വിവര പൊതുജന സമ്പർക്ക (വെബ് & ന്യൂ മീഡിയ) വകുപ്പ്.

(സർക്കാർ വെബ്സൈറ്റിൽ പ്രസിദ്ധപ്പെടുത്തുന്നതിനായി)

പൊതുഭരണ (എസ്.സി) വകുപ്പ്

ധനകാര്യ വകുപ്പ്.

നിയമ വകുപ്പ്.

ഉദ്യോഗസ്ഥ ഭരണ പരിഷ്കാര വകുപ്പ്.

തദ്ദേശസ്വയംഭരണ വകുപ്പിലെ എല്ലാ ഓഫീസർമാർക്കും സെക്ഷനുകൾക്കും.

കരുതൽ ഫയൽ/ഓഫീസ് പകർപ്പ്

ഉത്തരവിൻ പ്രകാരം


സെക്ഷൻ ഓഫീസർ

- പകർപ്പ്: .. മുഖ്യമന്ത്രിയുടെ പ്രൈവറ്റ് സെക്രട്ടറിക്ക്
- പ്രതിപക്ഷ നേതാവിന്റെ പ്രൈവറ്റ് സെക്രട്ടറിക്ക്.
- തദ്ദേശസ്വയംഭരണ വകുപ്പുമന്ത്രിയുടെ പ്രൈവറ്റ് സെക്രട്ടറിക്ക്
- എല്ലാ മന്ത്രിമാരുടേയും പ്രൈവറ്റ് സെക്രട്ടറിമാർക്ക്.
- കേരള നിയമസഭാ സ്പീക്കറുടെ പ്രൈവറ്റ് സെക്രട്ടറിക്ക്.
- കേരള നിയമസഭാ ഡെപ്യൂട്ടി സ്പീക്കറുടെ പ്രൈവറ്റ് സെക്രട്ടറിക്ക്.
- ചീഫ് സെക്രട്ടറിയുടെ അഡീഷണൽ സെക്രട്ടറിക്ക്.
- തദ്ദേശസ്വയംഭരണ വകുപ്പ് പ്രിൻസിപ്പൽ സെക്രട്ടറിയുടെ പി.എ.-യ്ക്ക്
- തദ്ദേശസ്വയംഭരണ വകുപ്പ് പ്രിൻസിപ്പൽ സെക്രട്ടറി (അർബൻ)യുടെ പി.എ.-യ്ക്ക്
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കേരള ഗസറ്റ് KERALA GAZETTE

അസാധാരണം EXTRAORDINARY

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GOVERNMENT OF KERALA Local Self Government (ERA) Department NOTIFICATION

G. O. (P) No. 74/2022/LSGD.

Dated, Thiruvananthapuram, 27th October, 2022.

S. R. O. No. 1030/2022

In exercise of the powers conferred by sub-section(1) of section 2 of the Kerala Public Services Act, 1968 (19 of 1968) read with section 3 thereof and in supersession of the Special Rules for the Kerala Panchayat Service 2006 issued under G. O. (P) No. 47/2006/LSGD dated 3rd February 2006 and published as S. R. O. No. 99/2006 in the Kerala Gazette Extraordinary No. 240 dated 3rd February 2006, the Special Rules in respect of the post of Joint Director of Municipal Administration (Health) in the Department of Municipal Administration issued under G. O. (P) No. 22/93/P&ARD dated 20th March 1993 and published as S. R. O. No. 744/93



in the Kerala Gazette No.17 dated 27th April 1993, the Kerala State Urban Affairs Service Special Rules, 2010 issued under G. O. (P) No. 96/2010/ LSGD dated 18th May 2010 and published as S. R. O. No. 511/2010 in the Kerala Gazette Extraordinary No. 1208 dated 26th May 2010, the Special Rules for the Kerala Town and Country Planning Service, 2001 issued under G. O. (P) No. 22/2001/LSGD dated 31st January 2001 and published as S. R. O. No. 105/2001 in the Kerala Gazette Extraordinary No.186 dated 2nd February 2001, the Special Rules for the Kerala Local Self Government Engineering Service issued under G. O. (P) No. 271/2007/LSGD dated 27th November 2007 and published as S. R. O. No. 995/2007 in the Kerala Gazette Extraordinary No. 2149 dated 27th November 2007, the Kerala Municipal Common Service (Ministerial and Revenue Branch) Qualifications and Method of Appointment Rules, 2001 issued under G. O. (Ms.) No. 222/2001/LSGD and published as S. R. O. No. 859/2001 in the Kerala Gazette dated 15th September 2001, the method of recruitment and the qualifications of the posts included in the Municipal Common Service (Health Branch) issued under G. O. (Ms.) 246/72/LASWD dated 16th August 1972 and published in Part I of the Kerala Gazette No. 64 dated 29th August 1974, the Special Rules for the Kerala State Rural Development Service, 2011 issued under G. O. (P) No. 44/2011/LSGD dated 16th February 2011 and published as S. R. O. No. 130/2011 in the Kerala Gazette Extraordinary No. 359 dated 16th February 2011, the Special Rules for the Extension Training Centres of the Kerala State Rural Development Department State and Subordinate Services, 2010 issued under G. O. (P) No. 18/2010/LSGD dated 22nd January 2010 and published as S. R. O. No. 62/2010 in the Kerala Gazette Extraordinary No. 180 dated 23rd January 2010 as amended subsequently, and orders on the subject, the Government of Kerala hereby make the following Special Rules for the posts in the Local Self Government Department State Service, namely:—

RULES

1. *Short title and commencement.*—(1) These rules may be called the Special Rules for the Local Self Government Department State Service, 2022.

(2) They shall come into force at once.

2. *Definitions.*—In these Rules, unless the context otherwise requires:—



- (a) “By transfer appointment” means appointment from a post in a category to a post in another category ;
- (b) “By promotion” means appointment of a member of any category or grade of a service or a class of service to a higher category or grade of such service or class;
- (c) “By transfer” means appointment to a post in a category in the Local Self Government Department State Service from a post in a category in the Local Self Government Department Subordinate Service;
- (d) “Recruitment by transfer” means recruitment to a post in a category in the Local Self Government Department State Service from a post in a category in the Local Self Government Department Subordinate Service by Kerala Public Service Commission;
- (e) “Department” means the Local Self Government Department;
- (f) “Government” means the Government of Kerala;
- (g) “State Service” means the Local Self Government Department State Service;
- (h) “Subordinate Service” means the Local Self Government Department Subordinate Service;
- (i) “Post” means a post included in a category under a Group;
- (j) “Wing” means a functional wing of the Department.

3. *Constitution and Classification.*—(1) The service shall consist of the following groups and categories of Officers, namely;—

Category 1. Principal Director

Category 2. (a) Director, LSGD (Rural)

(b) Director, LSGD (Urban)

Group I General Wing

Category 1. Additional Director



Category 2. Joint Director /Secretary to District Panchayat

Category 3. a) Deputy Director

b) Deputy Director (Empowerment)

Category 4. Assistant Director

Category 5. (a) Senior Secretary , Local Self Government Institutions

(b) Secretary, Local Self Government Institutions

(c) State Communication Officer

Category 6. Librarian Grade I and Cultural Officer

Category 7. Confidential Assistant (Selection Grade)

Category 8. System Administrator

Group II Public Health and Environment Management Wing, LSGD (PHEM, LSGD)

Category 1. State Public Health and Environment Officer

Category 2. Public Health Officer Grade I (Corporation)

Category 3. Public Health Officer Grade II (Municipality)

Category 4. T.B. Specialist

Category 5. Public Health Officer Grade III (Municipality/Corporation)/
Medical Officer (Modern Medicine)/Superintendent (Child
Welfare Centre)/ Lady Medical Officer

Category 6. Medical Officer (Ayurveda)

Category 7. Medical Officer (Homoeopathy)

Category 8. Veterinary Surgeon

Category 9. Dental Surgeon

Category 10. Clean City Manager (Corporation/ Municipality)



Group III Local Infrastructure Development and Engineering Wing, LSGD (LIDE, LSGD)

Sub Group (a) Civil Wing

- Category 1. Chief Engineer
- Category 2. Superintending Engineer
- Category 3. Executive Engineer
- Category 4. Assistant Executive Engineer
- Category 5. Assistant Engineer

Sub Group (b) Electrical Wing

- Category 1. Assistant Engineer

Sub Group(c) Mechanical Wing

- Category 1. Assistant Engineer

Sub Group(d) Electricity Wing of Thrissur Corporation

- Category 1. Electrical Engineer
- Category 2. Assistant Engineer
- Category 3. Senior Superintendent

Group IV Planning Wing, LSGD

- Category 1. Chief Town Planner
- Category 2. Additional Chief Town Planner
- Category 3. Senior Town Planner
- Category 4. Town Planner
- Category 5. Deputy Town Planner
- Category 6. Assistant Town Planner



(2) With effect from the date of commencement of these Rules, the categories of posts and Officers falling under the categories specified in sub-rule (1) or identical thereto and serving under the Panchayat Department, Urban Affairs Department, Municipal Common Service, Rural Development Department, Town and Country Planning Department and the Local Self Government Engineering Service shall stand integrated and constituted into one service, namely, the Local Self Government Department State Service.

(3) The inter-se seniority of officers and employees who get promotion or appointment by different methods to the Local Self Government Service after the commencement of these Rules shall be prepared and published by the Principal Director.

(4) With effect from the date of commencement of these Rules, the following categories of Posts before integration shall be included in the category, as shown against each, in the integrated Local Self Government Department Service and shall be known accordingly:—

Name of Post before Integration included in a category	Name of Category after Integration
Director of Panchayats Commissioner for Rural Development	Director, LSGD (Rural)
Director of Urban Affairs	Director, LSGD (Urban)
Group I General Wing	
Additional Director of Panchayats Additional Development Commissioner Additional Director of Urban Affairs	Additional Director
Joint Director of Panchayats Joint Director of Urban Affairs Regional Joint Director of Urban Affairs Department Joint Development Commissioner of Rural Development Department Joint Director (KREWS) Regional Director, KILA-CHRD Chief Registrar of Births and Deaths Joint Director, State Election Commission Corporation Secretary Additional Corporation Secretary	Joint Director/Secretary to District Panchayat



Deputy Director of Panchayats Deputy Development Commissioner Deputy Development Commissioner (CDD-WATSAN) Principal, ETC Deputy Development Commissioner (Food Processing and Nutrition Centre, Balussery) Deputy Director, KILA General Manager (Grama Lakshmi Mudralayam) Municipal Secretary, Grade I	Deputy Director
State Coordinator (Women and Children Development) State Coordinator (Women and Children Programme)	Deputy Director (Empowerment)
Assistant Director of Panchayats Assistant Development Commissioner (General) Assistant Development Commissioner (Performance Audit) Assistant Project Officer (P&M) Municipal Secretary Grade II Administrative Assistant Provident Fund Accounts Officer Deputy Secretary, Municipal Common Service Performance Audit Supervisor, Panchayat Department.	Assistant Director
Secretary, Block Panchayat (Senior Grade) Grama Panchayat Secretary (Higher Grade) Municipal Secretary Grade III District Women's Welfare Officer Assistant Project Officer (Women Development) Pension Officer/ Provident Fund Officer/ Secretary to Council , Municipal Common Service Accounts Officer (H G) Municipal Common Service Accounts Officer , Rural Development Department Senior Superintendent (Higher Grade) Revenue Officer (Higher Grade), Municipal Common Service Personal Assistant to Secretary (HG), Municipal Common Service	Senior Secretary, Local Self Government Institutions
Secretary, Block Panchayat Secretary, Grama Panchayat Senior Superintendent Revenue Officer, Municipal Common Service Accounts Officer, Municipal Common Service Secretary to Council, Municipal Common Service Personal Assistant to Secretary, Municipal Common Service	Secretary, Local Self Government Institutions
Campaign Officer, RIB	State Communication Officer
Librarian Grade I, Municipal Common Service	Librarian Grade I and Cultural Officer



System Manager	System Administrator
Group II Public Health and Environment Management Wing, LSGD (PHEM, LSGD)	
Joint Director (Health), Urban Affairs Department	State Public Health and Environment Officer
Health Officer Grade I (Corporation), Municipal Common Service	Public Health Officer Grade I (Corporation)
Health Officer Grade II (Municipality), Municipal Common Service	Public Health Officer Grade II (Municipality)
Health Officer Grade III (Municipality), Municipal Common Service Assistant Health Officer (Corporation), Municipal Common Service	Public Health Officer Grade III (Municipality/Corporation)
Medical Officer (Allopathy), Municipal Common Service	Medical Officer (Modern Medicine)
Health Supervisor	Clean City Manager (Corporation/ Municipality)
Group III Local Infrastructure Development and Engineering Wing, LSGD (LIDE, LSGD)	
Sub Group (b) (Electrical Wing)	
Assistant Engineer (Electrical), Municipal Common Service	Assistant Engineer
Sub Group (c) (Mechanical Wing)	
General Foreman, Rural Development Department	Assistant Engineer

(5) With effect from the date of commencement of these Rules

(i) A person holding a post included in a category, when posted to a Local Self Government Institution as Secretary shall be known as Secretary of the Local Self Government Institution concerned.

(ii) The post of Deputy Secretary, Municipal Common Service is redesignated as Joint Corporation Secretary and equated with Assistant Director.

(iii) The post of District Women's Welfare Officer and Assistant Project Officer (Women Development) are redesignated as District Empowerment Officer and equated with Senior Secretary, Local Self Government Institutions.



(iv) The post of Accounts Officer (HG), Municipal Common Service, Accounts Officer, Rural Development Department is redesignated as Accounts Officer Grade I, Local Self Government Institutions and equated with Senior Secretary, Local Self Government Institutions.

(v) The post of Accounts Officer, Municipal Common Service, is redesignated as Accounts Officer, Local Self Government Institutions, the post of Revenue Officer, Municipal Common Service is redesignated as Revenue Officer Grade I, Local Self Government Institutions, Secretary to Council is redesignated as Council Secretary, Local Self Government Institutions and Personal Assistant to Secretary, Municipal Common Service is redesignated as Deputy Municipal Secretary/ Deputy Corporation Secretary and are equated with Secretary, Local Self Government Institutions .

(vi) The posts of Municipal Secretary Grade I, Urban Affairs Department shall cease to exist as and when the last eligible employee in the Urban Affairs Department/ Municipal Common Service prior to the commencement of these rules is promoted. This shall be the case with Municipal Secretary Grade II and Municipal Secretary Grade III. The post of Municipal Secretary Grade I is included in the category of Deputy Director. The post of Municipal Secretary Grade II is included in the category of Assistant Director and the post of Municipal Secretary Grade III is included in the category of Senior Secretary, Local Self Government Institutions.

(vii) The senior most 66 Performance Audit Supervisors/ Grama Panchayat Secretaries/Senior Superintendents of Panchayat Department are redesignated as Internal Vigilance Officer and equated to Assistant Director.

(viii) Relative seniority for the purpose of promotion shall be determined on the basis of the date of advice of the Public Service Commission in the case of direct recruitment and the date of order of appointment in the case of by transfer or by promotion to that category, as the case may be as provided in Rule 27 Part II of the Kerala State and Subordinate Services Rules, 1958.

4. *Inter-transferability*.—With effect from the date of commencement of these Rules, the posts included or deemed to have been included as per Rule 4 of these Rules under a category shall be inter-transferable. Any person holding a post falling under a category shall be transferable to any other post within that category except those posts which are specifically mentioned for a particular period thereunder.



Sl. No.	Name of Category	Inter-transferable posts
1.	Joint Director/ Secretary to District Panchayat	Joint Director/Joint Director (District)/ Joint Director(KREWS)/ Joint Director, State Election Commission/ Regional Director, Kerala Institute of Local Administration –Centre for Human Resource Development/ Chief Registrar of Births and Deaths/ Secretary to District Panchayat/ Corporation Secretary/ Additional Corporation Secretary
2.	Deputy Director/Deputy Director (Empowerment)	Deputy Director/ Deputy Director (Empowerment)/ Deputy Director (Kerala Institute of Local Administration)/General Manager, Grama Lakshmi Mudralayam/ Municipal Secretary Grade I
3.	Assistant Director	Municipal Secretary Grade II/ Joint Corporation Secretary/ Administrative Assistant/ Provident Fund Accounts Officer/ Internal Vigilance Officer
4.	Senior Secretary, Local Self Government Institutions	Grama Panchayat Secretary (Higher Grade)/ Block Panchayat Secretary (Senior Grade) / District Empowerment Officer/ Pension Officer/ Provident Fund Officer/ Council Secretary (Higher Grade) Local Self Government Institutions/ Accounts Officer (Grade I) Local Self Government Institutions/ Senior Superintendent (Higher Grade)/ Revenue Officer (Higher Grade)
5.	Secretary, Local Self Government Institutions	Grama Panchayat Secretary/ Block Panchayat Secretary/ Municipal Secretary Grade III/ Senior Superintendent/ Revenue Officer Grade I/ Accounts Officer, Local Self Government Institutions/ Council Secretary, Local Self Government Institutions/ Deputy Municipal Secretary/ Deputy Corporation Secretary

5. *Method of appointment and qualification.*—Appointment to the posts included in the various categories shall be made as follows. No person shall be eligible for appointment to a



post included in the categories mentioned in column (2) of the table below by the method specified in column (3) unless he possesses the qualifications specified in the corresponding entry in column (4) thereof.

(1)	(2)	(3)	(4)
<i>Category No</i>	<i>Category Name</i>	<i>Method of Appointment</i>	<i>Qualification</i>
1.	Principal Director	IAS Cadre	IAS
2. (a)	Director LSGD (Rural)	IAS Cadre	IAS
(b)	Director LSGD (Urban)	IAS Cadre	IAS

Group I General Wing

(1)	(2)	(3)	(4)
<i>Category No.</i>	<i>Category Name</i>	<i>Method of Appointment</i>	<i>Qualification</i>
1	Additional Director	By promotion from Category 2	As same as for Category 5(b)
2	Joint Director/ Secretary to District Panchayat	By promotion from Category 3	As same as for Category 5(b)
3	(a) Deputy Director	By promotion from Category 4	As same as for Category 5(b)
	(b) Deputy Director (Empowerment)	(i)By appointment from women officers in the Category 3(a) (ii)In the absence of women officers under item (i) above, by promotion from women officers under Category 4	As same as for Category 5(b)
<i>Note:—For (ii) original seniority in Category 4 reckoned for further promotion.</i>			
4	Assistant Director	By promotion from Category 5	As same as for Category 5(b)



5	(a) Senior Secretary, Local Self Government Institutions	By Ratio promotion from Category 5(b) (See Note 3 below)	As same as for Category 5(b) SSLC or its equivalent
	(b) Secretary, Local Self Government Institutions	i) By transfer from Category 1(a), Group I of LSGD Subordinate Service. ii) By Direct Recruitment	ii) Graduation from a recognised University, National Institutes established by the Central Government or Institutions established by the Government of Kerala
	(c) State Communication Officer	(i) By appointment from qualified officers of Secretary, Local Self Government Institutions ii) In the absence of qualified officers under item (i) above, by deputation from Government Departments/PSUs	(i) Post Graduate Degree in Communication and Journalism/Mass Communication or its equivalent from a recognised University, National Institutes established by the Central Government or Institutions established by the Government of Kerala or ii) Post Graduate Degree in any subject with Degree/Diploma in Journalism/ Mass Communication.

Note 1:—In the integrated department, 40% of the total strength of Secretaries of Grama Panchayat, Block Panchayat and Municipality shall be appointed by means of direct recruitment.

Note 2:—Existing ratio prior to the commencement of these rules will continue till the last person in the above Departments at the time of commencement of these Rules is promoted subject to sub-rules (1) and (2) of Rule 12. The above ratio shall apply to the combined strength of 5(a) and 5(b).

Note 3:—Ratio between Senior Secretary, Local Self Government Institutions and Secretary, Local Self Government Institutions shall be 1: 3

Note 4:—Only women officers included in the category 5(a) are eligible for the inter transferability for the post of District Empowerment Officer. In the absence,



women employees in category 5(b) and 5(c) are eligible for the post based on their original seniority in category 5(b).

Note 5:—State Communication Officer included in category 5(c) is eligible for promotion to a post in 5(a) based on their original seniority in category 5(b).

6	Librarian Grade .I and Cultural Officer	By promotion from Category 2, Group I of LSGD Subordinate Service.	Graduation in Library and Information Science or SSLC or its equivalent and Diploma in Library Science or SSLC or its equivalent and Certificate in Library Science
7	Confidential Assistant (Selection Grade)	By transfer from Category 3, Group I of LSGD Subordinate Service.	i) S.S.L.C or its equivalent and (ii) Lower Grade Certificate in Type writing English (K.G.T.E) and Computer Word Processing or its equivalent and (iii) Malayalam Typewriting (Lower) K.G.T.E or M.G.T.E Computer Word Processing or its equivalent and (iv) English Short hand (Lower) K.G.T.E or M.G.T.E or its equivalent and (v) Malayalam Short hand (Lower) K.G.T.E or M.G.T.E or its equivalent

Note :—Those who have passed Typewriting English before January 2002 should possess separate certificate in Computer Word Processing at the time of application.



8	System Administrator	(i)By appointment from qualified officers of Category 5 (b) (ii)In the absence of qualified persons under item (i) above by deputation from Government Departments/PSUs	(i) Master of Computer Applications or (ii) B-Tech Degree in Computer Science/Information Technology
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Group II Public Health and Environment Management Wing, LSGD (PHEM, LSGD)			
1	State Public Health and Environment Officer	(i)By selection from Category 2 (ii) In the absence of qualified persons under item (i) above, by direct recruitment.	(i) M.B.B.S or equivalent qualification from a recognised University and (ii) Post Graduate Degree or Diploma in Public Health or equivalent qualification and (iii) Permanent Registration in the Travancore- Cochin Medical Council
2	Public Health Officer Grade I (Corporation)	(i) By promotion from Category 3 ii) In the absence of qualified persons under item (i) above, by direct recruitment.	(i) M.B.B.S. or equivalent qualification from a recognised University and (ii) Post Graduate Degree or Diploma in Public Health or equivalent qualification and (iii) Permanent Registration in the Travancore- Cochin Medical Council
3	Public Health Officer Grade II (Municipality)	(i)By promotion from Category 5 ii) In the absence of qualified persons under item (i) above, by direct recruitment.	(i) M.B.B.S. or equivalent qualification from a recognised University and (ii) Post Graduate Degree or Diploma in Public Health or equivalent qualification and (iii) Permanent Registration in the Travancore- Cochin Medical Council.



4	T.B. Specialist	By direct recruitment	i) M.B.B.S. or equivalent qualification from a recognised University and (ii) Diploma in Tuberculosis and Chest Diseases (D.T.C.D) or Diploma in Tuberculosis Diseases (T.D.D) or Equivalent and (iii) Permanent Registration in the Travancore- Cochin Medical Council.
5	Public Health Officer Grade III (Municipality/ Corporation)/ Medical Officer (Modern Medicine)/ Superintendent, Child Welfare Centre / Lady Medical Officer.	By direct recruitment	(i) M.B.B.S. or equivalent qualification from a recognised University. and (ii) Permanent Registration in the Travancore-Cochin Medical Council.
6	Medical Officer (Ayurveda)	By direct recruitment	i) Degree in Ayurvedic Medicine (B.A.M.S) or equivalent qualification and (ii) Permanent Registration in the Travancore-Cochin Medical Council.
7	Medical Officer (Homoeopathy)	By direct recruitment	i) Degree in Homoeopathic Medicine (B.H.M.S) or equivalent qualification and (ii) Permanent Registration in the Travancore-Cochin Medical Council.
8	Veterinary Surgeon	By direct recruitment	I) Degree in Veterinary Science and ii) Registration with the Kerala State Veterinary Council as envisaged in the Indian Veterinary Act, 1984 (Central Act of 52 of 1984)
9	Dental Surgeon	By direct recruitment	i) Degree in Dentistry (BDS) or equivalent qualification. and ii) Valid Registration with the Kerala Dental Council.
10	Clean City Manager (Corporation/Municipality)	By transfer from Category I of Group II (Public Health and Environment Management	i) S.S.L.C or its equivalent and (iia) Diploma in Health Inspector Course (2 years) conducted by the Government. or (iib) Health Inspectors Certificate from any of the Medical Colleges in Kerala or



		Wing)of the Subordinate Service.	(iic) Sanitary Inspectors Certificate of Bombay or Madras. or (iid) Sanitary Inspectors' Certificate of All India Institute of Local Government, Mumbai or (iie) Certificate in Sanitary Inspectors Course awarded by the National Council for Rural Higher Education or (iif) Sanitary Inspectors training Course conducted by the Rural Institute, Thavanoor or (iig) Any other equivalent qualification.
Group III Local Infrastructure Development and Engineering Wing, LSGD (LIDE LSGD)			
Sub Group (a) Civil Wing			
1	Chief Engineer	By promotion from Category 2	(i) Degree in Civil Engineering or any other qualification recognised as equivalent thereto. or (ii) Associate Membership of Institution of Engineers, India in Civil Engineering
2	Superintending Engineer	By promotion from Category 3	i(a) Degree in Civil Engineering or any other qualification recognised as equivalent thereto. or i(b) Associate Membership of Institution of Engineers, India in Civil Engineering and (ii) Minimum six months Service as Executive Engineer
3	Executive Engineer	By promotion from Category 4	i(a) Degree in Civil Engineering or any other qualification recognised as equivalent thereto. or i(b) Associate Membership of Institution of Engineers, India in Civil Engineering and (ii) Minimum six months service as Assistant Executive Engineer.
4	Assistant Executive Engineer	By promotion from Category 5	i(a) Degree in Civil Engineering or any other qualification recognised as equivalent thereto or i(b) Associate Membership of Institution of Engineers, India in Civil Engineering. or



			i(c) Diploma in Civil Engineering or any other qualification recognised as equivalent thereto
5	Assistant Engineer	(i) By direct recruitment	i (a) Degree in Civil Engineering or any other qualification recognised as equivalent thereto. or i(b) Associate Membership of Institution of Engineers, India in Civil Engineering.
		(ii) By transfer from Diploma holders	(i) Diploma in Civil Engineering or any other qualification recognised as equivalent thereto and Minimum two years service as First Grade Overseer/First Grade Draftsman in Sub Group (a) of Group III of the Subordinate Service.
		(iii) By transfer from Certificate holders	(i) S.S.L.C or its equivalent and (ii) Any of the certificate mentioned below : - (a) Kerala Government Certificate Examination (Two years course) in Civil Engineering. (b) Diploma in Craftsmanship in the trade of Draftsman (Civil) obtained after 18 months course (followed by six months practical training) at the Industrial Training Institute / Centres, conducted by Government of India, Ministry of Labour/Ministry of Skill Development. (c) Diploma (Two year course) in Civil Engineering in Women's Polytechnics (iii) Minimum five years service of which not less than two years as First Grade Overseer/First Grade Draftsman in Sub Group (a) of Group III of the Subordinate Service.



Note 1:—Appointment by direct recruitment and by transfer shall be made in the ratio 6:4 . Out of the posts set apart for direct recruitment,10 per cent shall be filled up by recruitment by transfer from among the qualified members in LSGD Subordinate Service.

Note 2:—Appointment by transfer from among the Diploma holders and Certificate holders in the feeder category shall be made in the ratio of 3:1.Separate seniority list shall be maintained between Diploma holders and Certificate holders.

Note 3:—The ratio fixed for appointment by direct recruitment and by transfer shall be applied to the cadre strength of the posts of Assistant Engineer and not to the vacancies.

Note 4:—A non-Graduate Assistant Engineer while holding the post of Assistant Engineer acquires a Degree or any other qualification recognised by the Government as equivalent thereto shall be treated as junior most Graduate Assistant Engineer as on the date of his passing the degree qualification for the purpose of promotion as Assistant Executive Engineer provided that it will be left to the option of such person to continue either in the Graduate or in the non- Graduate list. Option once exercised shall be considered as final.

Note 5:—A common seniority list of officers belonging to the Category of Assistant Engineer shall be prepared and maintained.

Sub Group (b) Electrical Wing			
1.	Assistant Engineer	(i) By direct recruitment	i)Degree in Electrical Engineering or Degree in Electrical and Electronics Engineering or any other qualification recognised as equivalent thereto or ii)Associate Membership of Institution of Engineers, India in Electrical Engineering
		(ii) By transfer from Diploma holders	(i) Diploma in Electrical Engineering or Diploma in Electronics and Communication Engineering or any other qualification recognised as equivalent thereto. and
		iii)By transfer from Certificate holders	(ii) Minimum 2 years services as First Grade Overseer in Sub Group (b) of Group II of the Subordinate Service



			<p>i) S.S.L.C or its equivalent and (ii) Any of the certificate mentioned below:—</p> <p>(a) Kerala Government Certificate Examination (Two years course) in Electrical Engineering.</p> <p>(b) Diploma in Craftsmanship in the trade of Draftsman (Electrical) obtained after 18 months course (followed by six months practical training) at the Industrial Training Institute/Centres, conducted by Government of India, Ministry of Labour/Ministry of Skill Development.</p> <p>(c) Diploma (Two year course) in Electrical Engineering in Women's Polytechnics and (iii) Minimum five years service of which not less than two years as First Grade Overseer (Electrical) of Sub Group (b) of Group III of the Subordinate Service</p>
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Note 1:—Appointment by direct recruitment and by transfer shall be made in the ratio 3:2. Out of the posts set apart for direct recruitment, 10 per cent shall be filled up by recruitment by transfer from among the qualified members who have completed probation in the Subordinate Service. If qualified candidates are not available for appointment by transfer as above at the time of occurrence of the vacancy, such vacancies shall be forfeited and they shall be filled up by direct recruitment.

Note 2:—Appointment by transfer from among the Diploma holders and Certificate holders shall be made in the ratio 3:1.

Sub Group (c) Mechanical Wing			
1	Assistant Engineer	<p>(i) By direct recruitment</p> <p>(ii) By transfer from Diploma holders</p>	<p>(i) Degree in Mechanical Engineering or Degree in Automobile Engineering of a recognised University or equivalent thereto.</p> <p style="text-align: center;">or</p> <p>(ii) Associate Membership of Institution of Engineers India in Mechanical Engineering/Automobile Engineering.</p> <p>(i) Diploma in Mechanical Engineering or Diploma in Automobile Engineering or any other qualification recognised as equivalent thereto</p> <p style="text-align: center;">and</p> <p>(ii) Minimum two years service as Foreman in Sub Group</p>



		(iii)By transfer from Certificate holders	<p>(c) of Group III of the Subordinate Service.</p> <p>(i) S.S.L.C or its equivalent and</p> <p>(ii) Any of the certificate mentioned below:—</p> <p>(a) Kerala Government Certificate Examination (Two years course) in Mechanical Engineering/Automobile Engineering/Electrical Engineering.</p> <p>(b) Diploma in Craftmanship in the trade of Draftsman (Mechanical/Automobile/Electrical) obtained after 18 months course (followed by six months practical training) at the Industrial Training Institute/Centres, conducted by Government of India, Ministry of Labour/Ministry of Skill Development.</p> <p>(c) Diploma (Two year course) in Mechanical Engineering/Automobile Engineering/Electrical Engineering in Women's Polytechnics</p> <p>(iii) Minimum five years service of which not less than two years as Foreman in Sub Group (c) of Group III of the Subordinate Service.</p>
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Note 1:—Appointment by direct recruitment and by transfer shall be made in the ratio 3:2. Out of the posts set apart for direct recruitment, 10 per cent shall be filled up by recruitment by transfer from among the qualified members who have completed probation in the Subordinate Service. If qualified candidates are not available for recruitment by transfer as above at the time of occurrence of the vacancy, such vacancies shall be forfeited and they shall be filled up by direct recruitment.

Note 2:—Appointment by transfer from among the Diploma holders and Certificate holders shall be made in the ratio 3:1.

Sub Group (d) Electricity Wing of Thrissur Corporation

1	Electrical Engineer	By promotion from Category 2	<p>(ia) Degree in Electrical Engineering or Degree in Electronics and Telecommunications Engineering or any other qualification recognised as equivalent thereto.</p> <p align="center">or</p> <p>(ib) Associate Member of the Institution of Engineers (India) Section A & B in Electrical Engineering</p>
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			<p style="text-align: center;">or</p> <p>(ic) Associate Membership Diploma of the Institution of Engineers, India in Electrical Engineering or any other Diploma recognised as equivalent thereto</p> <p style="text-align: center;">or</p> <p>(id) Diploma in Electrical Engineering or Diploma in Electronics and Communication Engineering or any other qualification recognised as equivalent thereto</p> <p>(ii) Minimum two years service as Assistant Engineer.</p>
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Note1:—Promotion to this category shall be made from among the Degree holders and Diploma holders in the ratio 3:1.

Note2:—A non-Graduate Assistant Engineer while holding the post of Assistant Engineer acquires a Degree or any other qualification recognised by the Government as equivalent thereto shall be treated as junior most Graduate Assistant Engineer as on the date of his passing the degree qualification for the purpose of promotion as Electrical Engineer provided that it will be left to the option of such person to continue either in the Graduate or in the non- Graduate list. Once option is exercised it shall be considered as final.

2	Assistant Engineer	<p>(I) By direct recruitment</p> <p>(ii) By transfer from Diploma holders in Sub Group (d) of Group III of the Subordinate service.</p>	<p>i(a) Degree in Electrical Engineering or Degree in Electronics and Telecommunications Engineering or any other qualification recognised as equivalent thereto.</p> <p style="text-align: center;">or</p> <p>i(b) Associate Member of the Institution of Engineers (India) Section A and B in Electrical Engineering</p> <p>(i) Diploma in Electrical Engineering</p> <p style="text-align: center;">or</p> <p>Diploma in Electronics and Communication Engineering or any other qualification recognised as equivalent thereto</p>
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		<p>(iii) By transfer from Certificate holders in Sub Group (d) of Group III of Subordinate service.</p>	<p>(ii) Minimum three years service as Sub- Engineer in Sub Group (d) of Group III of the Subordinate Service.</p> <hr/> <p>(i) S.S.L.C or its equivalent and</p> <p>ii(a) Certificate in Electrical Engineering obtained after passing an Examination conducted by a competent authority after having undergone a course of study of not less than two years from a Technical School or a Technical Training Centre or an Institution recognised for the purpose by Government.</p> <p>or</p> <p>ii(b) Certificate obtained after having passed an examination conducted by the competent authority in the trade of Lineman/Wireman/Electrician after 18 months course in I.T.I. and six months inplant training</p> <p>or</p> <p>ii(c) Certificate from National Council for Vocational Training (NCVT) (both regular and private) in Electrician/Wireman/ Electronics.</p> <p>or</p> <p>ii(d) M.G.T.E./K.G.T.E. Group Certificate in Electrical Engineering covering the following subjects, namely:—</p> <p>(a) Electrical Light and power (Higher)</p> <p>(b) Applied Mechanics (Lower)</p> <p>(c) Heat Engines (Lower)</p> <p>(d) Machine Drawing (Lower)</p> <p>and</p> <p>(iii) Minimum of 10 years service in Sub Group (d) of Group III of the Subordinate Service.</p>
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Note 1:—Appointment by direct recruitment and by transfer shall be made in the ratio 1:1. Out of the posts set apart for direct recruitment, 10 percent shall be filled up by recruitment from among the qualified members who have completed probation in the Subordinate Service. If qualified candidates are not available for appointment



by the above method at the time of occurrence of the vacancy, such vacancies shall be forfeited and they shall be filled up by direct recruitment.

Note 2:—Appointment by transfer from among the Diploma holders and Certificate holders shall be made in the ratio 3:2.

3	Senior Superintendent	By transfer from Category 4 of Sub Group (d) of Group III of LSGD Subordinate Service	Graduation from a recognised University
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Group IV Planning Wing, LSGD

1	Chief Town Planner	By promotion from Category 2	(i) A Post Graduate Degree or Post Graduate Diploma in Town and Country Planning/Regional Planning/City Planning/Urban Planning or equivalent qualification from a recognised University or an Institution recognised by the Government. or (ii) Associate of the Institute of Town Planners, India.
2	Additional Chief Town Planner	By promotion from Category 3	(i) A Post Graduate Degree or Post Graduate Diploma in Town and Country Planning/Regional Planning/City Planning/Urban Planning or equivalent qualification from a recognised University or an Institution recognised by the Government. or (ii) Associate of the Institute of Town Planners, India

Note:—Additional Chief Town Planner is eligible for promotion to Category 1 based on his original Seniority in Category 3. In the absence of sufficient number of Additional Chief Town Planner for promotion to category 1, Senior Town Planners will be considered for promotion to category 1 based on the original seniority in category 3.

3	Senior Town Planner	By promotion from Category 4	(i) Post Graduate Degree or Post Graduate Diploma in Town and Country Planning/Regional Planning/
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			<p>City Planning/Urban Planning or equivalent qualification from a recognised University or an Institution recognised by the Government.</p> <p style="text-align: center;">or</p> <p>(ii) Associate of the Institute of Town Planners , India</p>
4	Town Planner	By promotion from Category 5	<p>(i) Post Graduate Degree or Post Graduate Diploma in Town and Country Planning/Regional Planning /City Planning/Urban Planning or equivalent qualification from a recognised University or an Institution recognised by the Government.</p> <p style="text-align: center;">or</p> <p>(ii) Associate of the Institute of Town Planners, India.</p> <p style="text-align: center;">or</p> <p>(iii) (a) Degree in Civil Engineering/ Architecture/Planning/Physical Planning or equivalent qualification from a recognised University or an Institution recognised by the Government.</p> <p style="text-align: center;">and</p> <p>(iii) (b) Six years service in the feeder category.</p> <p style="text-align: center;">or</p> <p>(iv) (a) Three years Diploma in Civil Engineering/Architecture or equivalent qualification from a recognised University or an Institution recognised by the Government.</p> <p style="text-align: center;">and</p> <p>(iv) (b) Post Diploma in Town and Country Planning/Regional Planning/City Planning/Urban Planning or equivalent qualification from a recognised University or an Institution recognised by the Government.</p> <p style="text-align: center;">and</p> <p>(iv)(c) Eight years service in the feeder category out of which two years service shall be after attaining the qualification under (iv) (b) above</p>



5	Deputy Town Planner	(i)By promotion from Category 6	<p>(i) Post Graduate Degree or Post Graduate Diploma in Town and Country Planning/Regional Planning/ City Planning/Urban Planning or equivalent qualification from a recognised University or an Institution recognised by the Government.</p> <p>or</p> <p>(ii) Associate of the Institute of Town Planners, India</p> <p>or</p> <p>iii(a) Degree in Civil Engineering/ Architecture/Planning/Physical Planning or equivalent qualification from a recognised University or an Institution recognised by the Government.</p> <p>and</p> <p>iii(b) Five years service in the feeder category</p> <p>or</p> <p>iv(a) Three years Diploma in Civil Engineering/Architecture/equivalent qualification from a recognised University or an Institution recognised by the Government.</p> <p>and</p> <p>iv(b) Post Diploma in Town and Country Planning/Regional Planning/ City Planning/Urban Planning or equivalent qualification from a recognised University or an Institution recognised by the Government.</p> <p>and</p> <p>iv(c) Five years service in the feeder category out of which two years' service shall be after attaining the qualification under item (iv) (b) above.</p> <p>or</p> <p>v(a) Three years Diploma in Civil Engineering /Architecture or equivalent qualification from a recognised University or an Institution recognised by the Government.</p> <p>and</p> <p>v(b) Eight years service in the feeder category.</p> <p>or</p> <p>(vi) Fourteen years service in the feeder category.</p>
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			<p>i(a) Degree in Planning/ Town & Country Planning/Regional Planning/City Planning/Urban Planning or equivalent qualification from a recognised University or an Institution recognised by the Government.</p> <p>or</p> <p>i(b) Degree in Civil Engineering/ Architecture/Physical Planning from a recognised University or an Institution recognised by the Government.</p>
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Note :—Appointment by transfer and by direct recruitment to this category shall be made in the ratio 1:1. Out of the posts set apart for appointment by transfer, 10 per cent shall be earmarked for direct recruitment from among the in-service candidates with requisite qualification. The number of posts of direct recruits however shall be exclusive of the posts filled by the above said 10%. In the absence of suitable hands for appointment by transfer, the posts shall also be filled up by direct recruitment.

ANNEXURE

(See Rule 5, Group IV)

1. Certificate in Civil Engineering or Civil Draftsmanship or Surveying awarded by NTC/ NCVT recognised by the Directorate of Technical Education, Kerala.

2. Group Certificate under K.G.T.E or M.G.T.E. (Group Certificate will include all the four groups Viz. Building Drawing, Building Construction, Survey and Irrigation).or

3. Pass in the following eight subjects under K.G.T.E or M.G.T.E. viz..

- | | |
|---|----------|
| (a) Surveying and Levelling | : Higher |
| (b) Applied Mechanic | : Higher |
| (c) Building Materials and Construction | : Higher |
| (d) Hydraulics and Irrigation | : Higher |
| (e) Building Drawing and Estimating | : Higher |



(f) Earthwork and Road making	: Higher
(g) Geometrical Drawing	: Lower
(h) Mensuration	: Lower

6. *Appointing authority.*—The appointing authority for Category 1 to 4 under Group I, Category 1 to 3 of Group II, Category 1 to 4 of Sub Group (a) under Group III and Category 1 to 5 of Group IV shall be the Government. The appointing authority for all other categories in all the Groups of State Service shall be Principal Director. The Principal Director can delegate the power of appointment to the Officers subordinate to him suitably in consultation with the Government.

7. *Reservation of appointment.*—The rules regarding reservation of appointment contained in Rules 14 to 17 B of part II of the Kerala State and Subordinate Services Rules, 1958 shall apply to appointment by direct recruitment:

Provided that in the case of recruitment by transfer, the above rules will not apply.

8. *Qualification regarding age.*—No person shall be eligible for appointment by direct recruitment to a post included under any of the categories, except the posts specifically mentioned hereunder, if he has not completed 18 years of age or has completed 36 years of age as on the first day of January of the year in which applications for appointments are invited:

Provided that the upper age limit for appointment by direct recruitment to the post of State Public Health and Environment Officer, Public Health Officer Grade I (Corporation) and Public Health Officer Grade II (Municipality) shall be 45 years and that to the post of Deputy Town Planner shall be 40 years:

Provided further that usual relaxation in upper age limit shall be allowed to candidates belonging to Scheduled Castes, Scheduled Tribes, Other Backward Classes, Ex-servicemen and Differently abled persons:

Provided also that the candidates for direct recruitment from Subordinate Service shall be exempted from the upper age limit for direct recruitment.

9. *Probation.*—Every person appointed to any post included under any of the categories shall, from the date on which he joins duty be on probation:—



(i) if appointed by direct recruitment or by transfer through the Kerala Public Service Commission or by transfer to a category to which direct recruitment is one of the method of appointment, for a total period of two years on duty within a continuous period of three years; and

(ii) if appointed by transfer to a category to which direct recruitment is not one of the method of appointment or by promotion or by transfer appointment or by selection, for a total period of six months on duty within a continuous period of one year.

10. *Test qualification.*—(1) Every person in a post in Category 5(b) and 5(c) and in Category 8 under Group I, appointed either by direct recruitment or by transfer shall pass Account Test for Executive Officers, Manual of Office Procedure, Panchayat Test and the Municipal Department Test within the period of probation, if he has not already passed these tests. In the case of persons who have already passed Accounts Test (Lower/ Higher) shall be exempted from the test of Account Test for Executive Officers.

(2) Every person in a post in Category 1, Category 2 and Category 3 in under Group II appointed either by direct recruitment or by transfer, as the case may be, within the period of probation shall pass the Kerala Municipal Tests, if he has not already passed it:

Provided that in the case of the Assistant Engineers who were earlier absorbed into the Kerala Local Self Government Engineering Service from the Kerala Municipal Common Service (Engineering and Town Planning Service), a pass in Kerala Municipal Tests and the Kerala Public Works Account Code and Kerala Public Works Department Code within the period of probation or earlier will suffice.

(3) The Assistant Engineers in Group III Sub Group (a) Category 5 appointed by direct recruitment or by transfer shall pass Department Test for Executive Officers Test/ Account Test (Lower), Public Works Department Manual Test, Public Works Department Account Code Test, Public Works Department Code Test.

(4) The Assistant Engineers in Category 2 of Sub Group (d) of Group III appointed by direct recruitment or by transfer shall pass Departmental Test for Executive Staff of the Kerala State Electricity Board and the Account Test (Lower) for the Ministerial and Executive Staff of the Kerala State Electricity Board within the period of probation, if they have not already passed these tests.



(5) Every person in a post in Category 5 or in Category 6 under Group IV, appointed by direct recruitment or by transfer, as the case may be, shall pass the Account Test (Lower/Higher) or the Account Test for Executive Officers, if he has not already passed these tests.

11. *Training.*—(1) Any person selected to any post included under Category 5(b) and 5(c) and Category 8 in Group I by direct recruitment has to complete an in-service training for 3 months after such appointment, in the Kerala Institute of Local Administration or in any other Training Institution approved by the Government.

(2) Those who are selected by promotion/ by transfer as Corporation Secretary, Additional Corporation Secretary, Secretary to District Panchayat, Municipal Secretary, Block Panchayat Secretary, Grama Panchayat Secretary, Joint Corporation Secretary, Deputy Secretary (Municipality/Corporation) and Council Secretary (Municipality/ Corporation) have to undergo a training for one month after such appointment, in the Kerala Institute of Local Administration or in any other Training Institution approved by the Government.

(3) In the case of persons who have earlier attended the training or served as Corporation Secretary, Corporation Additional Secretary, Municipal Secretary, Secretary to District Panchayat, Block Panchayat Secretary or Grama Panchayat Secretary no further training is necessary.

(4) Any person selected as Assistant Engineer included under Group III Sub Group (a) Category 5 by direct recruitment has to complete an onsite service training for 3 months after such appointment.

12. *Special Provision.*—Special Provision for the employees who had been working under the Panchayat Department, Urban Affairs Department, Municipal Common Service, Rural Development Department, Town and Country Planning Department, the Local Self Government Engineering Service and Extension Training Centres before the commencement of these Rules.

(1) The seniority of every category of officers who had been in service in the Panchayat Department, Urban Affairs Department, Municipal Common Service, Rural Development Department, Town and Country Planning Department and Local Self



Government Engineering Service immediately before the date of commencement of these rules shall be protected and continued to be reckoned for promotion subject to the provisions laid down in Rule 27 Part II of the Kerala State and Subordinate Services Rules, 1958.

(2) Subject to the provisions in sub-rule (1) above, every officer shall be entitled to the same rights as to seniority, promotion and by transfer appointment to State Service as would have been available to him before the commencement of these Rules had the integrated service, namely the Local Self Government Department Service not been constituted.

(3) The Special Rules in respect of different categories of posts presently existing in Extension Training Centres shall continue even after the commencement of these Rules till the last person retired from service.

(4) Appointment to various posts included in the integrated service which were notified for appointment by Kerala Public Service Commission prior to integration will be based on the Special Rules then in force.

(5) There shall be a complaint redressal mechanism to address the grievances with regard to these Rules, for a period of one year from the date of publication of this Special Rules.

By order of the Governor,

SARADA MURALEEDHARAN,
Additional Chief Secretary to Government.

Explanatory Note

(This does not form part of the notification, but is intended to indicate its general purport.)

At present, the service under the Panchayat Department, Urban Affairs Department, Municipal Common Service, Rural Development Department, Local Self Government Engineering Service and the Local Self Government Department (Planning) coming under the Local Self Government Department are governed by different sets of Special Rules.



On the basis of the devolution of powers intended to strengthen the Local Self Government Institutions, as envisaged under Articles 243G and 243 W of the Constitution of India inserted by the 73rd and 74th Constitutional Amendment Acts of 1992, the Kerala Panchayat Raj Act, 1994 (13 of 1994) and the Kerala Municipality Act, 1994 (20 of 1994) were enacted. The above enactments empower the State Government to make rules under the Kerala Public Services Act, 1968 (19 of 1968) to regulate the classification, method of recruitment, conditions of service etc. of the Officers and the employees of the Local Self Government Institutions and to provide for the constitution of a separate service or cadre, either for the whole State or for each district.

In the Governor's speech held on the floor of the Assembly in 2008, the intention of the Government to unify the various Departments coming under the Local Self Government Department was declared. As per G.O (MS) No.61/2011/LSGD dated 26th February 2011, it was ordered to constitute a common service integrating the services under the Panchayat, Rural Development, Urban Affairs, Local Self Government Department (Planning), Local Self Government Engineering Wing and the Municipal Common Service of the Local Self Government Department and entrusted the work of preparation of the Special Rules, with the Secretary to Government, Local Self Government Department. Again in the Governor's address delivered on the floor of the Assembly on 24th June 2016, it was declared that a common service will be constituted by integrating the various services under the Local Self Government Department.

In the above circumstances, the Government have decided to integrate the above said services coming under the control of the Local Self Government Department and to constitute a common service for the unified Department vide G. O. (Ms.) No. 106/2020/LSGD dated 17th July 2020. Hence the Government have decided to frame the Special Rules for State Service of Local Self Government Department by superseding the related existing rules for the purpose.

This notification is intended to achieve the above objective.





കേരള ഗസറ്റ് KERALA GAZETTE

അസാധാരണം EXTRAORDINARY

ആധികാരികമായി പ്രസിദ്ധപ്പെടുത്തുന്നത്
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GOVERNMENT OF KERALA Local Self Government (ERA) Department NOTIFICATION

G. O. (P) No. 75/2022/LSGD.

Dated, Thiruvananthapuram, 27th October, 2022.

S. R. O. No. 1031/2022

In exercise of the powers conferred by sub-section (1) of section 2 of the Kerala Public Services Act, 1968 (19 of 1968) read with section 3 thereof and in supersession of the Kerala Panchayat Subordinate Rules, 1994 issued under G. O. (P) No. 101/94/LAD dated 16th June 1994 and published as S. R. O. No. 868/1994 in the Kerala Gazette Extraordinary No. 627 dated 21st June 1994, the Special Rules for the Kerala Municipal Common Service (Engineering and Town Planning Service) 2001, issued under G. O. (Ms.) No. 190/2001/LSGD dated 4th August 2001 and published as S. R. O. No. 783/2001 in the Kerala Gazette



Extraordinary No. 1171 dated 9th August 2011, the Kerala Municipal Common Service (Ministerial and Revenue Branch) Qualifications and Method of Appointment Rules, 2001 issued under G. O. (Ms.) No. 222/2001/LSGD dated 12th September 2001 and published as S. R. O. No. 859/2001 in the Kerala Gazette No 1371 dated 15th September 2001, the Kerala Municipal Common Service (Health Branch) Methods of Recruitment and Qualifications Rules issued under G. O. (Ms.) No. 246/72/LASWD dated 16th August 1972 and Published in the Kerala Gazette No. 64 dated 29th August 1972, the Kerala General Subordinate Service-posts in the Rural Development Department Special Rules 2008 issued under G. O. (P) No. 216/2008/LSGD dated 30th July 2008 and published as S. R. O. No. 812/2008 in the Kerala Gazette Extraordinary No.1688 dated 2nd August 2008, the Special Rules for the Extension Training Centres of Kerala State Rural Development State and Subordinate Services, 2010 issued under G. O. (P) No. 18/2010/LSGD dated 22nd January 2010 and published as S. R. O. No. 62/2010 in the Kerala Gazette Extraordinary No.180 dated 23rd January 2010, the Special Rules for the Kerala Local Self Government Engineering Subordinate Service, 2007 issued under G. O. (P) No. 272/2007/LSGD dated 27th November 2007 and published as S. R. O. No. 996/2007 in the Kerala Gazette Extraordinary No.2150 dated 27th November 2007 and the Kerala Town and Country Planning Subordinate Service Rules, 2000 issued under G. O. (P) No. 183/2000/LSGD dated 20th June 2000 and published as S. R. O. No. 608/2000 in the Kerala Gazette Extraordinary No. 1281 dated 3rd July 2000, as amended subsequently and orders on the subject, the Government of Kerala hereby make the following Special Rules for the posts in the Local Self Government Department Subordinate Service, namely:—

RULES

1. *Short title and commencement.*—(1) These rules may be called the Special Rules for the Local Self Government Department Subordinate Service Rules, 2022.

(2) They shall come into force at once.

2. *Definitions.*—In these rules, unless the context otherwise requires:—

- (a) ‘By transfer appointment’ means appointment from a post in a category to a post in another category;
- (b) ‘By promotion’ means appointment of a member of any category or grade of a service or a class of service to a higher category or grade of such service or class;



- (c) 'By transfer' means appointment to a post in a category in the Kerala Local Self Government Department Subordinate Service from a post in a category in the Last Grade Service/Contingent Service;
- (d) 'Recruitment by transfer' means recruitment to a post in a category in the Kerala Local Self Government Department Subordinate Service from a post in a category in the Last Grade Service/Contingent Service by Kerala Public Service Commission;
- (e) 'Department' means the Kerala Local Self Government Department;
- (f) 'Government' means the Government of Kerala;
- (g) 'State Service' means the Kerala Local Self Government Department State Service;
- (h) 'Subordinate Service' means the Kerala Local Self Government Department Subordinate Service;
- (i) 'Post' means a post included in a category under a Group;
- (j) 'Wing' means a functional wing of the Department.

3. *Constitution and Classification.*—(1) The service shall consist of the following groups and categories of officers namely:—

Group I General Wing

Category No.	Category Name
1a	Assistant Secretary (HG), Local Self Government Institution
1b	Assistant Secretary, Local Self Government Institution
1c	Assistant Communication Officer
2	Librarian (Grade II) and Cultural Coordinator
3	Confidential Assistant (Senior Grade)
4	Fair Copy Superintendent
5a	Head Clerk/Senior Extension Officer



5b	Communication Assistant
6	Librarian (Grade III) and Cultural Assistant
7	Confidential Assistant Grade I
8	Typist Selection Grade
9	Driver Selection Grade
10	Typist Senior Grade
11	Legal Assistant, LSGD
12	Senior Clerk/Extension Officer Grade I
13	Upper Division Typist
14	Librarian (Grade IV) and Cultural Assistant
15	Driver Senior Grade
16	Nursery School Teacher
17	Confidential Assistant Grade II
18	Driver Grade I
19	Clerk
20	Lower Division Typist
21	Binder Grade I
22	Driver cum Office Attendant (LMV)
23	Records Keeper
24	Lift Operator
25	Binder Grade II
26	PABX/Telephone Operator
27	Office Attendant Grade I
28	Ayah
29	Office Attendant Grade II



Group II Public Health and Environment Management Wing, LSGD (PHEM, LSGD)

Category No.	Category Name
1	Senior Public Health Inspector Grade I
2	Senior Public Health Inspector Grade II
3	Public Health Inspector Grade I
4	Senior Public Health Promoter/Junior Public Health Nurse Grade I
5	Public Health Inspector Grade II
6	Public Health Promoter/Junior Public Health Nurse Grade II
7	Senior Nurse
8	Radiographer
9	Lab Technician
10	Pharmacist (Modern Medicine)
11	Pharmacist (Homoeopathy)
12	Pharmacist (Ayurveda)
13	Nurse
14	Compounder
15	Nursing Orderly/Maistry/Cleaner/Lab Assistant/Mazdoor
16	X-ray Attender/Female Attendant/Attendant/Lady Attender/ Lady Assistant/ Attender

Group III Local Infrastructure Development and Engineering Wing, LSGD (LIDE, LSGD)

Sub Group (a) (Civil Wing)

Category No.	Category Name
1	First Grade Draftsman/First Grade Overseer
2	Second Grade Draftsman/Second Grade Overseer
3	Third Grade Draftsman/Third Grade Overseer

Sub-Group (b) (Electrical Wing)

Category No.	Category Name
1	First Grade Overseer (Electrical)
2	Second Grade Overseer (Electrical)
3	Electrician



Sub-Group(c) (Mechanical Wing)

Category No.	Category Name
1	Foreman
2	Mechanic Grade I
3	Mechanic Grade II
4	Automobile Electrician
5	Mechanic Assistant
6	Skilled Worker

Sub-Group(d) (Electricity Wing of Thrissur Corporation)

1. Driver Special Grade I
2. Driver Special Grade II
3. Sub-Engineer
4. Senior Assistant
5. Driver Grade I
6. Overseer
7. Junior Assistant/Cashier
8. Lower Division Typist/Junior Fair Copy Assistant.
9. Driver cum Office Attendant (Medium/Heavy Passenger/Goods vehicle)
10. Meter Mechanic Grade II
11. Filter Operator
12. Lineman Grade I
13. Lineman Grade II
14. Electricity Worker
15. Office Attendant/Watchman



Group IV Planning Wing, LSGD

Category No.	Category Name
1.	Draftsman Grade I/Town Planning Surveyor Grade I
2.	Draftsman Grade II/Town Planning Surveyor Grade II
3.	Tracer

Group V Miscellaneous Wing

Category No.	Category Name
1.	Driver Selection Grade (Heavy Duty Vehicle)
2.	Surveyor Grade I
3.	Assistant Curator
4.	Artist-cum-Photographer-cum-Cinema Operator Grade I
5.	Community Organiser/Social Worker/Social Mobiliser
6.	Land Tenure Coordinator
7.	Sergeant
8.	Driver (Senior Grade) (Heavy Duty Vehicle)
9.	Plumbing Inspector
10.	Roller Driver Grade I
11.	Surveyor Grade II
12.	Driver (Grade I) (Heavy Duty Vehicle)
13.	Roller Driver Grade II
14.	Artist-cum-Photographer-cum-Cinema Operator Grade II
15.	Meter Inspector
16.	Data Entry Operator
17.	Tractor Driver
18.	Driver cum Office Attendant (Medium/Heavy Passenger/ Goods Vehicle)
19.	Welder
20.	Mechanic (Motor Vehicles)
21.	Fitter
22.	Blacksmith/ Carpenter cum Blacksmith
23.	Pump Operator
24.	Furnace Operator



25. Plumber
26. Meter Reader
27. Park Superintendent
28. Cook
29. Mechanic
30. Library Attender
31. Carpenter
32. Gardener
33. Cleaner (Lorry)/Workshop Cleaner
34. Chainman
35. Photographer cum Commercial Artist
36. Artist

(2) With effect from the date of commencement of these Rules, the Categories of posts and Officers falling under the categories specified in sub-rule (1) or identical thereto and serving under the Panchayat Department, Urban Affairs Department, Municipal Common Service, Rural Development Department, Town and Country Planning Department and the Local Self Government Engineering Service shall stand integrated and constituted into one service, namely, the Local Self Government Department Subordinate Service.

(3) The inter-se seniority of officers and employees who get promotion or appointment by different methods to the Local Self Government Service after the commencement of these Rules shall be prepared and published by the Principal Director.

(4) Categories 1 to 13, 15, 16, 18, 21, 23, 24, 26 and 27 of Group I, Categories 1, 2, 3, 4, 6 and 7 of Group II, Categories 1 and 2 of Sub Group (a) Categories 1, 2 and 3 of Sub Group (b), Categories 1, 2 and 3 of Sub Group (c) of Group III, Category I and 2 of Group IV and Categories 1, 2, 4, 8, 9, 10, 13, 16 and 28 of Group V shall be constituted at the State level and all the categories in Sub Group (d) of Group III and all the remaining categories in all the Groups shall be constituted at the District level.

(5) With effect from the date of commencement of these Rules, the following categories of Posts before integration shall be included in the category, as shown against each, in the integrated Local Self Government Department Service and shall be known accordingly:-



Name of post before Integration included in a category	Name of category after Integration
Group I (General Wing)	
Joint Block Development Officer (HG) Assistant Secretary, Grama Panchayat (HG) Junior Superintendent (HG) Superintendent (HG), Municipal Common Service Revenue Officer Gr II Farm Supervisor	Assistant Secretary (HG), Local Self Government Institution
Joint Block Development Officer Assistant Secretary, Grama Panchayat Chief Accountant, Municipal Common Service Assistant Accounts Officer, Municipal Common Service Manager, Municipal Common Service Junior Superintendent Superintendent, Municipal Common Service	Assistant Secretary, Local Self Government Institution
Publicity Officer, Panchayat Department	Assistant Communication Officer
Librarian, Selection Grade, Panchayat Department Librarian Grade II, Municipal Common Service	Librarian Grade II and Cultural Coordinator
Assistant Campaign Officer, RIB	Communication Assistant
General Extension Officer Extension Officer (Housing) Extension Officer (Women Welfare) Cashier, Panchayat Department Head Accountant Accountant Revenue Inspector, Municipal Common Service Manager Relief Settlement, Municipal Common Service	Head Clerk/Senior Extension Officer
Librarian, Senior Grade, Panchayat Department Librarian Grade III (Municipal Common Service)	Librarian Grade III & Cultural Assistant
Village Extension Officer Grade I Chief Cashier Store Keeper	Senior Clerk/ Extension Officer Grade I



Poor Home Manager Grade I Market Supervisor Steward Superintendent SMSM Satrom (Municipal Common Service)	
Librarian Grade IV (Municipal Common Service) Librarian, Panchayat Department	Librarian Grade IV & Cultural Assistant
Village Extension Officer Grade II Store keeper/Assistant Cashier/ Shrof/Begger Home Superintendent/Poor Home Manager Grade II/Assistant Steward/ Assistant Superintendent SMSM Satrom/Check Post Inspector/Bus Stand Superintendent (Municipal Common Service)	Clerk

Group II Public Health and Environment Management Wing, LSGD (PHEM, LSGD)	
Health Inspector Grade I (Municipal Common Service)	Senior Public Health Inspector Grade I
Health Inspector Grade II (Municipal Common Service)	Senior Public Health Inspector Grade II
Junior Health Inspector Grade I (Municipal Common Service) Health Inspector Grade I (Panchayat Department)	Public Health Inspector Grade I
Junior Health Inspector Grade II (Municipal Common Service) Health Inspector Grade II (Panchayat Department)	Public Health Inspector Grade II
Junior Public Health Nurse Grade I (Municipal Common Service)	Senior Public Health Promoter/Junior Public Health Nurse Grade I
Staff Nurse	Senior Nurse
Junior Public Health Nurse Grade II (Municipal Common Service)	Junior Public Health Nurse Grade II/ Public Health Promoter
Pharmacist (Allopathy)	Pharmacist (Modern Medicine)
Auxiliary Nurse-cum-Midwife (Panchayat Department)	Nurse



**Group III Local Infrastructure Development and Engineering Wing, LSGD
(LIDE, LSGD)
Sub Group (b) Electrical Wing**

Overseer (Electrical) Municipal Common Service	Overseer
Electrician (Municipal Common Service)	Electrician

Sub Group (c) Mechanical Wing

Mechanic, Rural Development Department	Mechanic
Electrician, Rural Development Department	Automobile Electrician
Skilled Assistant, Rural Development Department	Mechanic Assistant
Permanent Labour, Rural Development Department	Skilled Worker

Group V (Miscellaneous Wing)

Assistant Project Officer (Municipal Common Service)	Community Organiser/Social Worker/Social Mobiliser
Mechanic (Municipal Common Service)	Mechanic (Motor Vehicles)

(6) With effect from the date of commencement of these Rules:—

(i) Superintendent, Municipal Common Service is redesignated as Junior Superintendent, Chief Accountant, Municipal Common Service and Assistant Accounts Officer, Municipal Common Service is redesignated as Assistant Accounts Officer(Municipality/ Corporation), Manager, Municipal Common Service is redesignated as Senior Urban Service Manager (Municipality/Corporation) and are equated with Assistant Secretary.

(ii) The Post of General Extension Officer, Extension Officer(Housing) are redesignated as Senior Extension Officer, Extension Officer(Women Welfare) is redesignated as Senior Extension Officer(Empowerment), Revenue Inspector, Municipal Common Service is redesignated as Revenue Inspector (Municipality/Corporation), Manager, Relief Settlement, Municipal Common Service is redesignated as Urban Service manager (Municipality/ Corporation) and are equated with Head Clerk/Senior Extension Officer.

(iii) Village Extension Officer Grade I is redesignated as Extension Officer Grade I (Corporation/Municipality/Panchayat), Chief Cashier, Store Keeper, Poor Home Manager Grade I, Market Supervisor, Steward, Superintendent SMSM Satrom (Municipal



Common Service) are redesignated as Senior Urban Service Assistant and are equated with Senior Clerk/ Extension Officer Grade I.

(iv) Village Extension Officer Grade II is redesignated as Extension Officer Grade II (Corporation/Municipality/Panchayat), Store keeper/Assistant Cashier/Shrof/Begger Home Superintendent/Poor Home Manager Grade II/Assistant Steward/Assistant Superintendent SMSM Satrom/Check Post Inspector/Bus Stand Superintendent(Municipal Common Service) are redesignated as Urban Service Assistant/Revenue Collection Assistant and are equated with clerk.

(v) Relative seniority for the purpose of promotion shall be determined on the basis of the date of advice of the Public Service Commission in the case of direct recruitment and the date of order of appointment in the case of by transfer or by promotion to that category, as the case may be as provided in Rule 27 Part II Kerala State &Subordinate Service Rules.

4. *Inter-transferability*.—With effect from the date of commencement of these Rules, the posts included or deemed to have been included as per Rule 4 of these Rules under a category shall be Inter-transferable. Any person holding a post falling under a category shall be transferable to any other post within that category except those posts which are specifically mentioned for a particular period thereunder.

<i>No.</i>	<i>Name of Category</i>	<i>Inter-transferable posts</i>
1a	Assistant Secretary (HG), Local Self Government Institution	Block Panchayat Assistant Secretary(HG)/Grama Panchayat Assistant Secretary(HG)/Junior Superintendent(HG)/Revenue Officer Gr II/Farm Supervisor
1b	Assistant Secretary, Local Self Government Institution	Block Panchayat Assistant Secretary/ Grama Panchayat Assistant Secretary/ Assistant Accounts Officer (Municipality/ Corporation)/Senior Urban Service Manager (Municipality/Corporation)/ Junior Superintendent
5	Head Clerk/ Senior Extension Officer	Senior Extension Officer/Senior Extension Officer (Empowerment)/Head Clerk/Cashier (Panchayat)/Head Accountant/Revenue Inspector (Municipality/Corporation)/Urban Service Manager(Municipality/ Corporation)/ Communication Assistant



12	Senior Clerk / Extension Officer Grade I	Senior Clerk/Extension Officer Grade I (Corporation/Municipality/Panchayat)/ Senior Urban Service Assistant (Municipality/Corporation)
19	Clerk	Clerk/Clerk/Extension Officer Grade II (Corporation/ Municipality/ Panchayat)/ Urban Service Assistant (Municipality/ Corporation)/ Revenue Collection Assistant
27	Office Attendant Grade I	Office Attendant Grade I/Attender (Stores)/Library Attender/Records Keeper
29	Office Attendant Grade II	Office Attendant Grade II/ Duffedar/ Caretaker/ Chainman/ Watchman/ Night Watchman/ Helper

5. *Method of appointment and qualification.*—Appointment to the posts included in the various categories shall be made as follows. No person shall be eligible for appointment to a post included in the categories mentioned in column (2) of the table below by the method specified in column (3) unless he possess the qualifications specified in the corresponding entry in column (4) thereof.

Group I General Wing

Sl. No.	Category	Method of Appointment	Qualification
(1)	(2)	(3)	(4)
1(a).	Assistant Secretary(HG), Local Self Government Institution	By ratio promotion from category 1(b) (See Note)	As same as for Category 1 (b)
1(b).	Assistant Secretary, Local Self Government Institution	By promotion from Category 5(a)	As same as for Category 19
1(c)	Assistant Communication Officer	By appointment from qualified officers from Category 1(b)	Degree/Diploma in Journalism/ Mass Communication
<i>Note 1</i> :—The Assistant Communication Officer included in Category I (c) is eligible for by transfer to a post in Category 5(b), Group I of the State Service based on their original seniority in Category 1(b).			



<i>Note 2:</i> —The ratio between Assistant Secretary (Higher Grade), Local Self Government Institution and Assistant Secretary, Local Self Government Institution shall be 1:3.			
2	Librarian Grade II and Cultural Coordinator	By promotion from Category 6	As same as for Category 14
3	Confidential Assistant Senior Grade	By promotion from Category 7	As same as for Category 17
4	Fair Copy Superintendent	By promotion from Category 8	As same as for Category 20
5(a)	Head Clerk/ Senior Extension Officer	By promotion from Category 12	As same as for Category 19
5(b)	Communication Assistant	By transfer appointment of qualified officers from Category 5(a)	Degree/Diploma in Journalism/Mass Communication
<i>Note :</i> —Communication Assistant included in Category 5 (b) is eligible for promotion to a post in Category 1 (b) based on their original seniority in Category 5 (a).			
6	Librarian Grade III and Cultural Assistant	By promotion from Category 14	As same as for Category 14
7	Confidential Assistant, Grade I	By promotion from Category 17	As same as for Category 17
8	Typist Selection Grade	By promotion from Category 10	As same as for Category 20
9	Driver Selection Grade	By promotion from Category 15	As same as for Category 22
10	Typist Senior Grade	By promotion from Category 13	As same as for Category 20
11	Legal Assistant (LSGD)	(i) By transfer appointment of qualified persons from Category 12 (ii) In the absence of qualified persons under item (i) above, may be filled up from qualified candidates of Category 19 (iii) In the absence of qualified persons under item (i) & (ii) above by direct recruitment	Degree in Law from a recognised University/National Institute established by the Central Government/ Institutions established by the Government of Kerala.
<i>Note :</i> —Persons appointed as Legal Assistant by (i) & (ii) is eligible for promotion to Category 5(a) based on his original seniority in Category 12 or in Category 19 as the case may be.			



12	Senior Clerk/ Extension Officer Grade I	By promotion from Category 19	As same for Category 19
<p><i>Note</i> :—Upper Division Typist included in Category 13 having the prescribed qualification and five years of service is eligible for appointment to a post in Category 12 in every sixth vacancy arising in the Department. If eligible candidates are not available for appointment from Category 13 at the time of occurrence of the vacancy, such vacancies shall also be filled up by promotion from Category 19.</p>			
13	Upper Division Typist	By promotion from Category 20	As same as for Category 20
14	Librarian Grade IV and Cultural Assistant	<p>(i) By transfer appointment from approved probationers in any Category in the Subordinate Service and full time contingent service of the department</p> <p>(ii) By direct recruitment</p>	<p>(i) S.S.L.C or its equivalent and Certificate in Library Science recognized by the Government.</p> <p>or</p> <p>(ii) S.S.L.C or its equivalent and Diploma in Library Science</p> <p>or</p> <p>(iii) Degree in Library and Information Science</p>
<p><i>Note 1</i>:—Appointment by transfer and by direct recruitment shall be made in the ratio of 1:1. In the absence of qualified candidates under item (i) above, those vacancies shall also be filled up by direct recruitment.</p> <p><i>Note 2</i>:—A ratio of 3:1:1 shall be followed among the Degree, Diploma and Certificate holders in Library Science for appointment by transfer. In the absence of Degree holders, at the time of occurrence of the vacancy, it shall also be filled up from among the Diploma holders and in the absence of Degree and Diploma holders at the time of occurrence of the vacancy, it shall be filled up from the Certificate holders, without further restoration benefits to the Degree and Diploma holders, as the case may be.</p> <p><i>Note 3</i>:—Separate Ranked list shall be prepared for the categories of Degree holders, Diploma holders and Certificate holders.</p>			
15	Driver Senior Grade	By promotion from Category 22	As same as for Category 22



16	Nursery School Teacher	(i) By transfer from part time Nursery School Teacher with minimum 4 years service. (ii) In the absence of qualified persons under item (i) above, by direct recruitment.	(i) S.S.L.C or its equivalent and (ii a) A certificate of successful completion of Nursery Teachers' Training issued by the Government. or (ii b) Nursery Teachers' Training Certificate or Balasevika Training Certificate issued by the State Council of Child Welfare or Pre-Primary Teachers Training Certificate issued by the Commissioner for Government Examinations, Kerala. Preference will be given to Teachers' Training Certificate holders with any of the above Training qualifications.
17	Confidential Assistant Grade II	(i) By promotion from Category 20 (ii) By direct recruitment	(i) S.S.L.C or its equivalent and (ii) Lower Grade Certificate in Typewriting English (K.G.T.E) and Computer Word Processing or its equivalent and (iii) Lower Grade Certificate in Type writing Malayalam (K.G.T.E) or its equivalent and (iv) Lower Grade Certificate in Shorthand English (K.G.T.E) or its equivalent and (v) Lower Grade Certificate in Shorthand Malayalam (K.G.T.E) or its equivalent

Note 1:—Those who have passed the Lower Grade Certificate in Typewriting English (K.G.T.E) before January 2002 should produce certificate in 'Computer Word Processing' or its equivalent.

Note 2 :—Appointment by promotion and by direct recruitment shall be made in the ratio of 1:1. In the absence of qualified candidates for promotion to a vacancy at the time of occurrence of the vacancy, such vacancies shall be also filled up by direct recruitment without reference to the above ratio.

Note 3:—2 percent of the vacancies of Confidential Assistant Grade II set apart for direct recruitment, shall be filled up by recruitment by transfer from among the low paid employees in the Subordinate Services included in Schedule II of the



Kerala Civil Services (Classification, Control and Appeal) Rules, 1960 who possess the minimum qualification prescribed for appointment as Confidential Assistant Grade II and who secure not less than 40 percent marks in the competitive test conducted by the Kerala Public Service Commission. The Commission may maintain a separate Ranked list of such persons and candidates from this list a person will be advised against the 2 per cent vacancies set apart for them.

18	Driver Grade I	By promotion Category 22	As same as for Category 22
19	Clerk	(i) By direct recruitment (ii) By transfer appointment from the low paid in-service employees (iii) By transfer recruitment from the low paid employees in the Subordinate Service	(i) S.S.L.C or its equivalent. (ii) S.S.L.C or its equivalent and must have completed probation and 3 years service in the feeder post/ posts.
<p><i>Note</i> :—10 percent of the vacancies in Category 19 shall be filled up by transfer appointment from among the low paid in-service employees as laid down in G. O. (P) No. 1/2014/P&ARD dtd. 3-1-2014. 10 percent of the vacancies in Category 19 shall be filled up by transfer recruitment from among the low paid employees working in the Subordinate Service as laid down in G. O. (P) No. 12/2010/P&ARD dtd. 5-4-2010.</p>			
20	Lower Division Typist	(i) By Direct recruitment (ii) By transfer appointment from the low paid employees (iii) By transfer recruitment from the low paid employees in the Subordinate Service	(i) S.S.L.C or its equivalent and (ii) Lower Grade Certificate in Type writing Malayalam (K.G.T.E) or its equivalent and (iii) Lower Grade Certificate in Typewriting English (K.G.T.E.) and Computer Word Processing or its equivalent.

Note 1:—Those who have passed the Lower Grade Certificate in Typewriting English K.G.T.E before January, 2002 should produce separate certificate in “Computer Word Processing” or its equivalent.

Note 2:—Those who have completed probation and 3 years service in the feeder post/posts are only eligible for by transfer appointment.



Note 3:—10 percent of the vacancies in Category 20 shall be filled up by transfer appointment from among the low paid in-service employees as laid down in G.O(P) No.1\2014\ P&ARD dt.03.01.2014. 10 percent of the vacancies in Category 20 shall be filled up by transfer recruitment from among the low paid employees working in the Subordinate Service as laid down in G.O(P) No. 12/2010/P&ARD dt. 05.04.2010.

21	Binder Grade II	By promotion from Category 25	As same as for Category 25
22	Driver cum Office Attendant (Light Motor Vehicle)	<p>(i) By transfer appointment from Category 27 or Category 29</p> <p>(ii) In the absence of qualified persons under item (i) above, by promotion from category 33 of Group V</p> <p>(iii) In the absence of qualified persons under item (i) and (ii) above, by transfer from among qualified contingent employees with a minimum of 4 years service</p> <p>(iv) By direct recruitment</p>	<p>(i) A Pass in Standard VII or equivalent qualifications</p> <p>(ii) Must possess a current, Motor Driving Licence of 3 years standing to drive Light Motor Vehicles with Drivers Badge.</p> <p>(iii) Medical Fitness: should be medically fit as per the standards specified below.</p> <p>(a) Ear: Hearing should be perfect</p> <p>(b) Eye: Distant Vision -6/6 snellen Near Vision- 0.5 snellen Colour Vision- Normal Night Blindness- Nil</p> <p>(c) Muscles and joints: No paralysis and all joints with free movements .</p> <p>(d) Nervous System : Perfectly Normal. Free from any infectious diseases.</p>

Note 1 :—Appointment by promotion or by transfer and by direct recruitment shall be made in the ratio 1:1:1.

Note 2 :—(i)Driving Licence shall be valid not only at the time of application but also at each stage of selection.

(ii) Proficiency in driving Light Duty Vehicles (to be proved at a practical test conducted by Kerala Public Service Commission during the course of selection).

(iii) Medical fitness shall be proved by a proper Medical Certificate obtained from a Medical Officer not below the rank of an Assistant Surgeon.

(iv) Differently abled persons are not eligible to apply for this post.



23	Records Keeper	By promotion from Category 27	(i) S.S.L.C. or its equivalent and (ii) Experience in keeping and handling of disposed files and records for a period of six months
24	Lift Operator	By promotion from Category 27	(i) S.S.L.C. or its equivalent and (ii) Experience as Lift Operator for a period of six months
25	Binder Grade II	By promotion from Category 27	(i) S.S.L.C. or its equivalent and (ii) K.G.T.E. or M.G.T.E. in Book Binding (Lower)
26	PABX/ Telephone Operator	By promotion from Category 27	(i) S.S.L.C. or its equivalent and (ii) Experience as Telephone Operator for a period of six months.
27	Office Attendant Grade I	By promotion from Category 29	As same as for Category 29.
28	Ayah	(i) By transfer from among qualified contingent employees with a minimum of 4 years service (ii) In the absence of qualified persons under item (i) above, by direct recruitment	(i) Should have passed Standard VII and should not have acquired Graduation and (ii) Experience for not less than one year as Ayah of Children gained from a Government Institution or from any Institution registered under the Societies Registration Act, 1860 (Central Act XXI of 1860) or the Travancore-Cochin Literary Scientific and Charitable Societies Registration Act, 1955 (XII of 1955)
<p><i>Note 1</i> :—Experience mentioned in item (ii) above, should be one gained after acquiring the General Educational qualifications prescribed in item (i).</p> <p><i>Note 2</i> :—The post of Ayah shall be reserved exclusively for women candidates.</p>			
29	Office Attendant Grade II	(i) By direct recruitment (ii) By transfer from the contingent employees with a minimum of 4 years service	Should have passed Standard VII and should not have acquired Graduation.

Note :—Appointment by promotion or by transfer and by direct recruitment shall be made in the ratio 9:1.



Group II Public Health and Environment Management Wing, LSGD, (PHEM, LSGD)

1	Senior Public Health Inspector Grade I	By promotion from Category 2	As same as for Category 5
2	Senior Public Health Inspector Grade II	By promotion from Category 3	As same as for Category 5
3	Public Health Inspector Grade I	By promotion from Category 5	As same as for Category 5
4	Senior Public health Promoter/ Junior Public Health Nurse Grade I	By promotion from Category 6	As same as for Category 6
5	Public Health Inspector Grade II	By direct recruitment	(i) S.S.L.C or its equivalent and (ia) Diploma in Health Inspector Course (2 years) conducted by the Government. or (ib) Health Inspectors Certificate from any of the Medical Colleges in Kerala or (ic) Sanitary Inspectors Certificate of Bombay or Madras. or (id) Sanitary Inspectors' Certificate of All India Institute of Local Government, Mumbai or (ie) Certificate in Sanitary Inspectors Course awarded by the National Council for Rural Higher Education or (if) Sanitary Inspectors training Course conducted by the Rural Institute, Thavanoor or (ig) Any other equivalent qualification.
6	Public health Promoter / Junior Public Health Nurse Grade II	By Direct recruitment	(i) S.S.L.C or its equivalent



			<p>and</p> <p>(ii a) Auxiliary Nurse Midwifery Certificate (Revised Course) of 18 months duration issued by the Kerala Nurses and Midwives Council.</p> <p>or</p> <p>(iib) Auxiliary Nurse Midwifery Certificate /Auxiliary Nurse Midwifery Certificate (Revised Course) issued by an authority recognized by the Indian Nursing Council</p> <p>or</p> <p>(iic) Health Workers Training Certificate issued by the Kerala Nurses and Midwives Council.</p> <p>and</p> <p>(iii) Registration in the Kerala Nurses and Midwives Council</p>
7	Senior Nurse	By promotion from Category 13	As same as for Category 13
8	Radiographer	By direct recruitment	<p>(i) Plus Two Science or its equivalent</p> <p>and</p> <p>(iia) Diploma in Radiological Technology (2 years) approved by the Government</p> <p>or</p> <p>(iib)Any other equivalent qualification.</p>
9	Lab Technician	By direct recruitment	<p>(i) Plus Two Science or its equivalent</p> <p>and</p> <p>(ii) Medical Laboratory Technicians' Course conducted by the Medical Colleges In the State or Diploma in Medical Laboratory Technology</p>



			approved by the Government or its equivalent.
10	Pharmacist (Modern Medicine)	By direct recruitment	(i) Plus Two Science or its equivalent and (ii) Diploma in Pharmacy and (iii) Registration in the Kerala State Pharmacy Council.
11	Pharmacist (Homeopathy)	By direct recruitment	S.S.L.C or its equivalent and One year Certificate Course of Pharmacist obtained after successful training in Nurse- cum-Pharmacist Training Course (Homeopathy) conducted by the Government or its equivalent.
12	Pharmacist (Ayurveda)	By direct recruitment	S.S.L.C or its equivalent and One year Certificate Course in Pharmacy (Ayurveda) conducted by Ayurveda Medical Education.
13	Nurse	By direct recruitment	(i) S.S.L.C or its equivalent and (ii) Auxiliary Nurse Midwifery Certificate (revised course) of 18 months duration issued by the Kerala Nurses and Midwives Council or (iib) Auxiliary Nurse Midwifery Certificate (revised course) of 18 months duration issued by an authority recognized



			by the Indian Nursing Council or (iic) Health Workers Training Certificate issued by the Kerala Nurses and Midwives Council and (iii) Registration in the Kerala Nurses and Midwives Council
14	Compounder	By direct recruitment	(i) S.S.L.C or its equivalent (ii) Diploma in Pharmacy or Compounding Certificate issued by the Government or its equivalent (iii) Registration in the Kerala Pharmacy Council
15	Nursing Orderly/ Maistry/Cleaner/Lab Assistant/Mazdoor	By promotion from Category 16	As same as for Category 16
16	X-ray Attender/Female Attendant/Attendant /Lady Attender/Lady Assistant/Attender	By direct recruitment	Should have passed Standard VII and should not have acquired Graduation

**Group III Local Infrastructure Development and Engineering Wing, LSGD, (LIDE, LSGD)
Sub Group (a) Civil Wing**

1	First Grade Draftsman/ First Grade Overseer	(i) By promotion from Category 2	SSLC or its equivalent and must possess any one of the following:— (a) Kerala Government Certificate Examination (2 years course) in Civil Engineering (b) Diploma in Craftsmanship in the trade of Draftsman (Civil) obtained after 18 months course (followed
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			<p>by 6 months practical training) at the Industrial Training Institute/ Centres, conducted by the Government of India, Ministry of Labour/ Ministry of Skilled Development.</p> <p>(c) Diploma (2 years course) in Civil Engineering in Womens Polytechnics.</p> <p>Diploma in Civil Engineering or any other qualification recognised as equivalent thereto.</p>
		(ii) By direct recruitment	
<i>Note:—</i> Appointment by promotion and by direct recruitment shall be made in the ratio 1:1.			
2	Second Grade Draftsman / Second Grade Overseer	<p>(i) By promotion from Category 3</p> <p>(ii) By direct recruitment</p>	<p>(i) SSLC or its equivalent and</p> <p>(ii) must possess any one of the following:—</p> <p>(a) Kerala Government Certificate Examination (2 years course) in Civil Engineering</p> <p>(b) Diploma in Craftsmanship in the trade of Draftsman (Civil) obtained after 18 months course (followed by 6 months practical training) at the Industrial Training Institute/ Centres, conducted by the Government of India, Ministry of Labour/Ministry of Skilled Development.</p> <p>(c) Diploma (2 years course) in Civil Engineering in Womens Polytechnics.</p>
<i>Note :—</i> Appointment by promotion and by direct recruitment shall be made in the ratio 1:1.			
3	Third Grade Draftsman/Third Grade Overseer	By direct recruitment	(i) SSLC or its equivalent and



			<p>(ii) must possess any one of the following:—</p> <p>(a) Kerala Government Certificate Examination (2 years course) in Civil Engineering</p> <p>(b) Diploma in Craftmanship in the trade of Draftsman (Civil) obtained after 18 months course (followed by 6 months practical training) at the Industrial Training Institute/Centres, conducted by the Government of India, Ministry of Labour/Ministry of Skilled Development.</p> <p>(c) Diploma (2 years course) in Civil Engineering in Womens Polytechnics.</p>
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Sub Group (b) Electrical Wing

1	First Grade Overseer (Electrical)	<p>(i) By promotion from Category 2</p> <p>(ii) By direct recruitment</p>	<p>As same as for Category 2</p> <p>Diploma in Electrical Engineering or Diploma in Electronics and Communication Engineering or any other qualification recognised as equivalent thereto.</p>
<p><i>Note:—</i>Appointment by promotion and by direct recruitment shall be made in the ratio 1:1.</p>			
2	Second Grade Overseer (Electrical)	<p>(i) By promotion from Category 3</p> <p>(ii) By direct recruitment</p>	<p>As same as for Category 3</p> <p>(i) SSLC or its equivalent and</p> <p>(ii) must possess any one of the following:—</p> <p>(a) Kerala Government Certificate Examination (2 years course) in Electrical Engineering</p> <p>(b) Diploma in Craftmanship in the trade of Draftsman (Electrical) obtained after 18 months course (followed by 6 months practical training) at the Industrial Training Institute/Centres, conducted by the Government of India, Ministry of Labour/Ministry of Skilled Development.</p> <p>(c) Diploma (2 years course) in Electrical Engineering in Womens Polytechnics.</p>



Note :—Appointment by promotion and by direct recruitment shall be made in the ratio 1:1.

3	Electrician	By direct recruitment	(i) SSLC or its equivalent and (ii) National Trade Certificate/ Vocational Higher Secondary School Certificate in the concerned Trade/Electrical Overseer course or equivalent thereto and (iii) Wiremen's Licence.
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Sub –Group (c) Mechanical Wing

1	Foreman	(i)By promotion from Category 2 (ii) By direct recruitment	As same as for Category 2 (i) Diploma in Mechanical Engineering or Automobile Engineering or any other qualification recognised as equivalent thereto (ii) Experience in repair and maintenance works of both Light and Heavy Vehicles (Petrol and Diesel Engines) for not less than three years in an Automobile Workshop of a Transport Organization approved by Government and (iii) should possess a valid current licence to drive Heavy Motor Vehicles with badge.
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Note :—Appointment by promotion and by direct recruitment shall be made in the ratio 1:1.

2	Mechanic Grade I	(i)By promotion from Category 3. (ii) By direct recruitment	As same as for Category 3 (i) SSLC or its equivalent and (ii) must possess any one of the following:- (a) Kerala Government Certificate Examination (2 years course) in Mechanical/Automobile Engineering (b) Craftsmanship Certificate in the trade of Draftsman(Mechanical/Automobile) obtained after 18 months course(followed by 6 months practical training) at the Industrial Training Institute/Centres, conducted by the Government of India, Ministry of Labour/Ministry of Skilled Development (c) Diploma (2 years course) in Mechanical /Automobile Engineering in Womens Polytechnics and
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			(iii) Experience as Mechanic for not less than 2 years in a Government or Government approved Workshop and (iv) should possess valid current licence to drive Heavy Motor Vehicles with badge.
<i>Note:—</i> Appointment by promotion and by direct recruitment shall be made in the ratio 3:2.			
3	Mechanic Grade II	(i) By promotion from Category 5 (ii) By direct recruitment	As same as for category 5 (i) SSLC or its equivalent and (ii) must possess any one of the following:- (a) Kerala Government Certificate Examination (2 years course) in Mechanical/Automobile Engineering (b) Craftmanship Certificate in the trade of Draftsman (Mechanical/Automobile) obtained after 18 months course (followed by 6 months practical training) at the Industrial Training Institute/Centres, conducted by the Government of India, Ministry of Labour/Ministry of Skilled Development. (c) Diploma (2 years course) in Mechanical/Automobile Engineering in Womens Polytechnics and (iii) Experience as Mechanic for not less than 1 year in a Government or Government approved Workshop and (iv) should possess a valid current licence to drive Heavy Motor Vehicles with badge.
<i>Note :—</i> Appointment by promotion and by direct recruitment shall be made in the ratio 1:1			
4	Automobile Electrician	By direct recruitment	(i) SSLC or its equivalent and (ii) must possess any one of the following:— (a) Kerala Government Certificate Examination (2 years course) in Electrical Engineering (b) Craftmanship Certificate in the trade of Draftsman (Electrical) obtained after 18 months course (followed by 6 months practical training) at the Industrial Training Institute/Centres, conducted by the Government of India, Ministry of Labour/Ministry of Skilled Development. (c) Diploma (2 years course) in Electrical Engineering in Womens Polytechnics. (iii) Experience as Electrician in an



			Automobile Workshop for not less than 1 year in a Government or Government approved Workshop. and (iv) should possess a valid current licence to drive Light Motor Vehicles.
5	Mechanic Assistant	By direct recruitment	(i) SSLC or its equivalent and (ii) NTC/NCVT in Mechanic Motor Vehicles/sheet metal work/ painting/blacksmithy/welder and should possess National Apprenticeship Trade Certificate in the concerned Trades and subsequent work experience for a period of not less than one year in a Government approved Automobile Workshop and (iii) should possess a valid current licence to drive Light Motor Vehicles.
6	Skilled Worker	By direct recruitment	(i) should have passed standard VII and should not have acquired Graduation and (ii) Experience in patchwork, Painting for a period of not less than 2 years in a Government or Government approved Workshop.

Sub-Group (d) Electricity Wing of Thrissur Corporation

1	Driver Special Grade I	By promotion from Category 2	As same as for Category 9
2	Driver Special Grade II	By promotion from Category 5	As same as for Category 9
3	Sub-Engineer	(i) By promotion from Category 6 (ii) By transfer recruitment from, among qualified employees below the cadre of Sub-Engineer.	(i) SSLC or its equivalent and (ii)(a) Certificate in Electrical Engineering obtained after passing an examination conducted by competent authority after having undergone a course of study of not less than 2 years from a Technical School or a Technical Training Centre or an Institution recognised for the purpose by Government or (b) Certificate obtained after having passed an Examination conducted by a competent authority in the Trade of Lineman/Wireman/Electrician after 18 months course in ITI and 6 months inplant Training or (c) Certificate from National Council for Vocational Training (NCVT) (both regular



		(iii) By direct recruitment	<p>and private) in Electrician/ Wireman/ Electronics or Diploma in Electrical Engineering/ Electronics and Communication Engineering</p> <p>or</p> <p>(d) M.G.T.E/ K.G.T.E Group Certificate in Electrical Engineering covering the following subjects namely</p> <ol style="list-style-type: none"> 1. Electrical Light and Power (Higher) 2. Applied Mechanics (Lower) 3. Heat Engines(Lower) 4. Machine Drawing(Lower) and <p>(iii) 5 years service as Overseer and Lineman in Sub Group (d) of Group III of the Subordinate Service.</p> <p>(i) SSLC or its equivalent and</p> <p>(ii)(a) Diploma in Electrical Engineering of a recognised Institution after 3 years of course of study</p> <p>or</p> <p>(b) Diploma in Electronics and Communication Engineering of a recognised Institution after 3 years of course of study</p> <p>or</p> <p>(c) Certificate in Electrical Engineering from any one of the recognised Technical School shown below with 5 years experience under the Kerala State Electricity Board or the Electrical Wing of the Trissur Corporation</p> <ol style="list-style-type: none"> 1. City and Guilds London : Examination in Electrical Engineering in A/C and D/C of Intermediate or final Grade 2. Krishna Rajendra Technological Institute (2 years course) 3. SMT School Overseers – Certificate in Electrical & Mechanical Engineering (2 years course) 4. Certificate in Electrical Engineering of the Engineering College , Thiruvananthapuram or Technological Institute, Thrissur or equal course (2 years) 5. Certificate in Electrical Engineering CNT Institute, Chennai (2 years course) 6. Certificate obtained from PSG Institute, Coimbatore (2 years course)
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			<p>7. Electricians course Certificate, College of Engineering Kolkata (2 years Course)</p> <p>8. Certificate in Electrical Wiring of the Industrial School Kozhikode</p> <p>9. M.G.T.E/ K.G.T.E Group Certificate in (Electrical Engineering) four subjects Viz, Electrical Light and Power (Higher), Applied Mechanics (Lower), Heat Engines (Lower), Machine Drawing (Lower)</p> <p>10. Departmental 3 years Apprentice Course Training and pass in the final examination</p> <p>11. Craftmanship Certificate from Industrial Training Centre as Electrician, Wireman, or Lineman</p> <p>12. Certificate of grade II proficiency test in the Trade of Electrician under Technical Training Scheme (Demob)</p> <p style="text-align: center;">or</p> <p>(d) M.G.T.E/K.G.T.E in Electrical Light and Power (Higher) with 5 years experience as Overseer (Electrical) under the Kerala State Electricity Board or the Electrical Wing of the Thrissur Corporation.</p>
<p><i>Note:</i>—30 percent of the posts will be filled up by direct recruitment, 10 percent by recruitment by transfer from among qualified employees below the cadre of Sub - Engineer and the balance 60 percent will be filled up by promotion from qualified employees in Category 6.</p>			
4	Senior Assistant	By promotion from Category 7	Graduation from a recognised University
5	Driver Grade I	By promotion from Category 9	As same as for Category 9
6	Overseer	By promotion from Category 12	As same as for Category 12
<p><i>Note :</i>—Appointment by promotion from among the unqualified and qualified employees in Category 12 shall be made in the ratio of 60:40. Out of the 40 percent earmarked for qualified hands, 25 percent shall be reserved for persons having 2 year Certificate Course in I.T.I (Electrical and Electronics), 10 per cent shall be reserved for persons with I.T.I (Non – Electrical) and 5 per cent shall be reserved for person with a pass in Standard VIII and 5 years field experience.</p>			
7	Junior Assistant /Cashier	<p>(i) By direct recruitment</p> <p>(ii) By transfer from qualified employees below the</p>	<p>Graduation from a recognised University</p> <p>(i) Higher Secondary Education (Plus Two) or its equivalent and</p> <p>(ii) Three years service in the feeder</p>



		cadre of Junior Assistant/Cashier.	Categories in Sub Group(d) of Group III of the Subordinate Service.
<i>Note</i> :—Appointment by direct recruitment and by transfer shall be made in the ratio 17:3			
8	Lower Division Typist/ Junior Fair Copy Assistant	By direct recruitment	(i) SSLC or its equivalent and (ii) Lower Grade Certificate in Typewriting Malayalam (K.G.T.E) or its equivalent and (iii) Lower Grade Certificate in Typewriting English (K.G.T.E) and Computer Word Processing or its equivalent.
<i>Note</i> :—Those who have passed the Lower Grade Certificate in Typewriting English (K.G.T.E) before January, 2002 should produce separate certificate in “Computer Word Processing” or its equivalent.			
9	Driver cum Office Attendant (Medium/Heavy Passenger/ Goods Vehicle)	(i) By direct recruitment (ii) By transfer from qualified employees below the cadre of Driver Grade II with a minimum of three years service in the feeder categories in this Sub- Group.	(i) A Pass in Standard VII or equivalent qualifications (ii) Must possess a current, Motor Driving Licence of 3 years standing to drive Light Motor Vehicles and Heavy Motor Vehicles with Drivers Badge. Heavy Motor Vehicle Driving License shall be of atleast three years standing and in the case of Driving License issued after 16-1-1979 separate endorsement to drive Heavy Duty Goods Vehicles and Heavy Duty Passenger Vehicles. (iii) Medical Fitness: should be medically fit as per the standards specified below. (a) Ear: Hearing should be perfect (b) Eye: Distant Vision -6/6 snellen Near Vision- 0.5 snellen Colour Vision- Normal Night Blindness- Nil (c) Muscles and joints: No paralysis and all joints with free movements . (d) Nervous System : Perfectly Normal. Free from any infectious diseases.



Note 1 :—Appointment by direct recruitment and by transfer recruitment shall be made in the ratio 1:1 . In the absence of qualified persons under second method of appointment such vacancies shall also be filled up by direct recruitment.

Note 2 :— (i) Driving Licence shall be valid not only at the time of application but also at each stage of selection.

(ii) Proficiency in driving Heavy Duty Vehicles (to be proved at a practical test conducted by Kerala Public Service Commission during the course of selection)

(iii) Medical fitness shall be proved by a proper Medical Certificate obtained from a Medical Officer not below the rank of an Assistant Surgeon.

(iv) Differently abled persons are not eligible to apply for this post.

10	Meter Mechanic Grade II	By promotion from Category 12 or Category 13 or Category 14	(i) pass in Standard VIII and (ii) National Trade Certificate in Electrician/Wireman/Electronics Trade or (iii) K.G.C.E. in Electrical from an Institution recognised by the Government of Kerala. or (iv) M.G.T.E./K.G.T.E Group Certificate in Electrical Engineering covering the following subjects namely:— (a) Electrical Light and Power (Higher) (b) Applied mechanics (Lower) (c) Heat Engines (Lower) (d) Machine Drawing (Lower)
11	Filter Operator	By promotion from Category 12 or Category 13 or Category 14	(i) pass in Standard VIII and (ii) National Trade Certificate in Electrician/Wireman/Electronics Trade or (iii) K.G.C.E. in Electrical from an Institution recognized by the Government of Kerala. or (iv) M.G.T.E./K.G.T.E. Group Certificate in Electrical Engineering covering the following subjects, namely:— (a) Electrical Light and Power (Higher) (b) Applied mechanics (Lower) (c) Heat Engines (Lower) (d) Machine Drawing(Lower)



12	Lineman Grade I	By promotion from Category 13	As same as for Category 14
13	Lineman Grade II	By promotion from Category 14	As same as for Category 14
14	Electricity Worker	By direct recruitment	(i) Should have passed Standard IV and should not have passed Standard X and (ii) Knowledge of Cycling and (iii) Physical Standard (a) Minimum Height 5'2"(157.48cm) (b) Vision: Without glasses Normal (free from Colour Blindness) (c) Must be physically fit for outdoor work. (d)A medical Certificate in prescribed format to prove the physical fitness
<i>Note</i> :—Women and Differently abled candidates are not eligible to apply for this post.			
15	Office Attendant/ Watchman	By direct recruitment	Should have passed Standard VII and should not have acquired graduation.

Group IV Planning Wing, LSGD

1	Draftsman Grade I/ Town Planning Surveyor Grade I	(i) By promotion from Category 2. (ii) By direct recruitment	(i) S.S.L.C or its equivalent and (iia) Must possess any of the qualifications mentioned in Section A of Annexure to this Rule and 2 years service as Draftsman Grade II/Town Planning Surveyor Grade II or (iib) Pass in Building Drawing and Estimating (Higher), Surveying and Levelling (Lower) and pass in any one of the following subjects under K.G.T.E. or M.G.T.E. (a)Building Materials and Construction (Lower); (b) Geometrical Drawing (Lower) and (ii) Five years service as Draftsman Grade II/Town Planning Surveyor Grade II. Diploma in Civil Engineering or Diploma in Architecture (3 year) or any other qualification recognised as equivalent thereto.
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<i>Note:—Appointment by promotion and by direct recruitment shall be made in the ratio 7:3.</i>			
2	Draftsman Grade II/ Town Planning Surveyor Grade II	(i) By promotion from Category 3. (ii) By direct recruitment	(i) S.S.L.C or its equivalent and (ii) Pass in Building Drawing and Estimating (Higher) and (iii) Surveying and Levelling (Lower) and Pass in any one of the following subjects under K.G.T.E./M.G.T.E. (a) Building Materials and Construction (Lower) (b) Geometrical Drawing (Lower) (i) S.S.L.C. or its equivalent and (ia). Must possess any of the qualifications mentioned in Section 'B' in the Annexure to this Rules. or (iib) Pass in V.H.S.E. Draftsmanship in Building Technology or Quantity Surveying and Surveying.
<i>Note:—Appointment by promotion and by direct recruitment shall be made in the ratio 1:1.</i>			
3	Tracer	(i) By transfer appointment from any other Category in the Subordinate Service (ii) By direct recruitment	(ia) S.S.L.C. or its equivalent and (ib) Pass in Building Drawing and Estimating (Lower) and (ic) pass in any of the following subjects under K.G.T.E./M.G.T.E (a) Surveying and Levelling (Lower) (b) Geometrical Drawing (Lower) (c) Building Materials and Construction (Lower) and (id) Two years service in the feeder category/categories or (iia) S.S.L.C or its equivalent and and (iib) Seven years service in the feeder category/categories and adequate proficiency in tracing and drafting. (i) S.S.L.C or its equivalent and (ii) Pass in Building Drawing and Estimating (Higher) and (iii) Surveying and Levelling (Lower) and



			(iv) Pass in any one of the following subjects under K.G.T.E./M.G.T.E. (a) Building Materials and Construction (Lower) (b) Geometrical Drawing (Lower)
<i>Note:</i> —By transfer appointment and by direct recruitment shall be made in the ratio 1:1.			

Group V Miscellaneous Wing

1	Driver Selection Grade (Heavy Duty Vehicle)	By promotion from Category 8	As same as for Category 18
2	Surveyor Grade I	(i) By promotion from Category 11 (ii) By direct recruitment	(i) S.S.L.C or its equivalent and (ii) (a) Qualifications mentioned in item (ii) below for direct recruitment in respect of this Category or VHSE Draftsmanship, Quantity Surveying and Surveying or Building Technology and Surveying or (ii) (b) Experience in Military Service for a period of 6 years in Surveyor Trade shall be deemed as sufficient technical qualification for the post in the case of Ex-servicemen. (i) S.S.L.C or its equivalent and and (ii) Head Surveyors Selection Test (Travancore) or Theodolite Survey Test and Mapping Test (Cochin) or Head Surveyors Test and Sub-Assistant Test (Madras) or Head Surveyors Test conducted by the Kerala Public Service Commission or Chain Survey Test and Higher Survey Test or I.T.I Certificate in Surveyor Trade with Six months inplant training or I.T.I. (Surveyor Trade) 2years course.

Note :—Appointment by promotion and by direct recruitment shall be made in the ratio 1:1.

3	Assistant Curator	By direct recruitment	Graduation in Botany from a recognised University.
4	Artist cum Photographer cum Cinema Operator Grade I	By promotion from Category 14	As same as for Category 14



5	Community Organiser/Social Worker/Social Mobiliser	By direct recruitment	M.S.W or M.A in Sociology									
6	Land Tenure Coordinator	By direct recruitment	S.S.L.C or its equivalent									
7	Sergeant	By direct recruitment	<p>(i) Must be a pensioned Junior Commissioned Officer of the Army or equivalent in the Navy or Air Force.</p> <p>(ii) in the absence of candidates with qualifications mentioned in item (i) above, candidates with literacy in English and 10 years Military Service in the Army, Navy or Air Force.</p> <p>(iii) In the absence of qualified persons under item (i) and (ii) above, S.S.L.C or its equivalent with six months Police or Military Training and</p> <p>(iv) A working knowledge in Malayalam, Tamil or Kannada shall be an essential qualification and</p> <p>(v) The candidate shall produce a Medical Certificate from a Medical Officer not below the rank of a Civil Surgeon Grade II to prove the following physical qualification at the time of interview</p> <p>(a) (i) Height - 167cms (ii) Chest - 81cms with a minimum expansion of 5 cms. (Minimum height and chest measurement shall be 160 cms and 76 cms respectively for SC/ST candidates. The minimum chest expansion of 5 cms shall however be applicable for them also)</p> <p>(b) Visual standards with Glasses.</p> <table style="margin-left: auto; margin-right: auto;"> <tr> <td></td> <td style="text-align: center;">Right eye</td> <td style="text-align: center;">Left eye</td> </tr> <tr> <td>Distant Vision</td> <td style="text-align: center;">6/6 Snellen</td> <td style="text-align: center;">6/6 Snellen</td> </tr> <tr> <td>Near Vision</td> <td style="text-align: center;">0.5 Snellen</td> <td style="text-align: center;">0.5Snellen</td> </tr> </table> <p style="text-align: center;">Each eye must have full field of Vision. Colour blindness, squint or any morbid condition of the eyes or eyelid of the either eye shall be a disqualification</p>		Right eye	Left eye	Distant Vision	6/6 Snellen	6/6 Snellen	Near Vision	0.5 Snellen	0.5Snellen
	Right eye	Left eye										
Distant Vision	6/6 Snellen	6/6 Snellen										
Near Vision	0.5 Snellen	0.5Snellen										
<i>Note:—Differently abled candidates shall not be eligible to apply for this post</i>												
8	Driver (Senior Grade) Heavy Duty Vehicle	By promotion from Category 12	As same as for Category 18									



9	Plumbing Inspector	By promotion from Category 25	As same as for Category 25
10	Roller Driver Grade I	By promotion from Category 13	As same as for Category 13.
11	Surveyor Grade II	By direct recruitment	(i) S.S.L.C or its equivalent and (ii) (a) Qualifications mentioned in item (ii) for direct recruitment in respect of Category 2 above or VHSE Draftsmanship, Quantity Surveying and Surveying or Building Technology and Surveying or (ii) (b) Experience in Military Service for a period of 6 years in Surveyor Trade shall be deemed as sufficient technical qualification for the post in the case of Ex-servicemen.
12	Driver Grade I (Heavy Duty Vehicle)	By promotion from Category 18	As same as for Category 18
13	Roller Driver Grade II	By direct recruitment	(i) National Trade Certificate in the trade of Mechanic (Diesel) or Mechanic (Motor vehicles) and (ii) 3 years experience in driving Road Rollers and Heavy Diesel Engines (iii) Valid Driving Licence to drive Heavy Duty Vehicle with endorsement to drive Road Roller.
14	Artist cum Photographer cum Cinema Operator Grade II	By direct recruitment	(i) Pass in SSLC or its equivalent and Diploma in Drawing and Painting (4 years course) recognised by Government or any other equivalent qualification (ii) Must have practical experience in photography with various types cameras, including developing, printing and finishing and (iii) Must have experience in drawing sketches, plans, maps, portraits and painting with water colour and (iv) (a) Must possess Certificate of Training in Cinema Operation from the U.S Information Service or from any other Government recognised Institute and experience in operating film projectors, epidiascopes etc, or (iv) (b) one years experience in operating Cinema Projection Equipment.



15	Meter Inspector	By promotion from Category 26	(i) Diploma in Craftmanship or Trade Certificate in Plumbing Trade of Industrial Training Institute/ Industrial Training Centre and 3 years experience as Meter Reader or (ii) S.S.L.C or its equivalent and 5 years experience as Meter Reader
16	Data Entry Operator	By direct recruitment	(i) Higher Secondary Education (Plus Two) or Vocational Higher Secondary Education. (ii) I.T.I Certificate in Computer Operation or its equivalent
17	Tractor Driver	(i) By promotion from Category 33 (ii) in the absence of qualified persons under item(i) above by promotion from category 27 or 29 of Group I (iii) In the absence of qualified persons under item (i) & (ii) above By transfer from among qualified contingent employees with a minimum of 4 years service (iv) By direct recruitment	(i) Pass in Standard VII and (ii) National Trade Certificate in any of the following :— (a) Mechanic (Tractor) (b) Mechanic (Motor Vehicles) (c) Mechanic (Diesel) and (iii) Experience for one year in the Trade. (Proficiency in the field work will be assessed in a practical test conducted by Kerala Public Service Commission in the case of direct recruitment) and (iv) Must possess a valid Tractor Driving License
<i>Note:—</i> Appointment by promotion or by transfer and by direct recruitment shall be made in the ratio 1:1.			
18	Driver cum Office Attendant (Medium/Heavy Passenger/ Goods Vehicle)	(i) By promotion from Category 33 (ii) in the absence of qualified persons under item(i) above by promotion from category 27 or 29 of Group I (iii) In the absence of qualified persons under item (i) & (ii) above By transfer from among	(i) A Pass in Standard VII or equivalent qualifications (ii) Must possess a current, Motor Driving Licence of 3 years standing to drive Light Motor Vehicles and Heavy Motor Vehicles with Drivers Badge. Heavy Motor Vehicle Driving Licence shall be of atleast three years standing and in the case of driving licence issued after 16.01.1979 separate endorsement to drive Heavy Duty Goods Vehicles and Heavy Duty Passenger Vehicles. (iii) Medical Fitness: should be medically fit as per the standards



		qualified contingent employees with a minimum of 4 years service (iv) By direct recruitment	specified below. (a) Ear: Hearing should be perfect (b) Eye: Distant Vision -6/6 snellen Near Vision- 0.5 snellen Colour Vision- Normal Night Blindness- Nil (c) Muscles and joints: No paralysis and all joints with free movements . (d) Nervous System : Perfectly Normal. Free from any infectious diseases.
<p>Note 1 :—Appointment by promotion or by transfer and by direct recruitment shall be made in the ratio 1:1.</p> <p>Note2 :— (i)Driving Licence shall be valid not only at the time of application but also at each stage of selection.</p> <p>(ii) Proficiency in driving Heavy Duty Vehicles (to be proved at a practical test conducted by Kerala Public Service Commission during the course of selection)</p> <p>(iii) Medical fitness shall be proved by a proper Medical Certificate obtained from a Medical Officer not below the rank of an Assistant Surgeon.</p> <p>(iv) Differently abled persons are not eligible to apply for this post.</p>			
19	Welder	By direct recruitment	(i) Pass in Std. VII and (ii) National Trade Certificate in the Trade of Welder.
20	Mechanic (Motor Vehicles)	By direct recruitment	(i) S.S.L.C or its equivalent and (ii) NTC/NCVT Mechanic Motor Vehicle or Fitter Trade Certificate or equivalent. (iii) 3 years experience in a registered Mechanical Workshop. Provided that in the case of Ex–serviceman the following qualifications shall be considered sufficient. (i) Pass in standard IX and (ii) One year experience as Mechanic in the Military Service.
21	Fitter	By direct recruitment	(i) Pass in Standard VII and (ii) National Trade Certificate in the trade of Fitter or junior technical School Leaving Certificate in the trade of Fitter.



22	Blacksmith/ Carpenter cum Blacksmith	By direct recruitment	<p>(i) Pass in Standard VII and (ii a) Must possess a Certificate in Blacksmithy or Carpentry obtained from a Government Industrial Training Centre.</p> <p style="text-align: center;">or</p> <p>(ii b) Must have successfully completed Training in Blacksmithy or Carpentry in any of the Government production-cum-training centres or workshops and (iii a) Practical experience for a total minimum period of one year in both the trades out of which the candidates should have worked in each of these trades for a period of not less than 6 months.</p> <p style="text-align: center;">or</p> <p>(iii b) Practical experience in both the trades together for a total period of 2 years in a central /State/Quasi Government/Public/registered private workshop.</p>
23	Pump Operator	By direct recruitment	<p>(i) Pass in Standard VII and (ii) National Trade Certificate issued under Tradesman after 18 months course from ITI in the Trade of Fitter/Plumber followed by six months inplant training</p>
24	Furnace Operator	By direct recruitment	<p>(i) S.S.L.C or its equivalent and (ii) (a) Certificate in electrical Engineering issued after a course of study of two years from an institution recognised by the Government</p> <p style="text-align: center;">or</p> <p>(ii) (b) National Trade Certificate issued under the Craftsman Training Scheme after 18 months course from the Industrial Training Institution in the Trade of Electrician followed by six months inplant training</p> <p style="text-align: center;">or</p> <p>(ii) (c) M.G.T.E or K.G.T.E Group Certificate in Electrical Engineering 4 subjects namely, in Electrical Engineering Light and Power (Higher), Applied Mechanics (Lower), Higher Engines (Lower) Mechanic Drawing (Lower). Experience of not less than one year as Electrician in an electrical undertaking in Central Government</p>



			/State Government/Quasi Government/ Public/registered private company.
25	Plumber	By direct recruitment	(i) Pass on Standard VII and (ii) 5 years practical experience in plumbing in a Government/Public sector undertaking/ registered private sector undertaking.
26	Meter Reader	By direct recruitment	(i) Diploma in Craftsmanship or Trade Certificate in plumbing Trade of the Industrial Training Institute/Industrial Training Centre or (ii) S.S.L.C or its equivalent with 3 years practical experience in reading water -meters as certified by an officer not below the rank of an Executive Engineer in charge of Water Works Unit.
27	Park Superintendent	By promotion from Category 32	(i) S.S.L.C. or its equivalent and (ii) Training in Horticulture and (iii) Experience in Gardening for 5 years
28	Cook	By direct recruitment	(i) S.S.L.C or its equivalent and (ii) K.G.C.E in Food Production from Government Food Craft Institute or any other equivalent qualification recognised by Government
29	Mechanic	(i) By transfer appointment from any Category in the Subordinate Service (ii) In the absence of qualified persons under item (i) above , by direct recruitment	(i) Must have successfully completed IC Mechanics course of Industrial Training Institutes or any equivalent qualification and (ii) Must have 3 years practical experience in repair and maintenance of machinery.
30	Library Attender	By direct recruitment	Should have passed Standard VII and should not have acquired Graduation.
31	Carpenter	By direct recruitment	(i) Pass in Standard VII and (ii) National Trade Certificate in the Trade of Carpentry



32	Gardner	By direct recruitment	(i) Should have passed Standard VII and should not have acquired Graduation
33	Cleaner (lorry) /Workshop Cleaner	By direct recruitment	(i) Should have passed Standard VII and should not have acquired Graduation and (ii) Good physique is to be proved by a Medical Fitness Certificate in prescribed format
34	Chainman	By direct recruitment	Should have passed Standard VII and should not have acquired Graduation.
35	Photographer cum Commercial Artist	(i) By transfer from the category of Artists whose proficiency in Photography will be tested by the Department (ii) In the absence of qualified persons under item (i) above, by direct recruitment	(i) Pass in SSLC or equivalent qualifications ii) Diploma in Drawing & Painting (4 Years Course) recognised by Government or any other equivalent qualification (i) Pass in SSLC or equivalent qualifications (ii) Diploma in Drawing & Painting (4 Years Course) or any other equivalent qualification recognised by Government as equivalent thereto. and Experience as Photographer for not less than five years with proficiency as Photographer as proved by merit certificates issued by leading Photos Studios. New photo agencies or photographic section of any leading News Journal or similar section in a Government office or award won in competitions.
36	Artist	(i) Appointment by transfer from qualified hands in the Department (ii) In the absence of qualified hands , by Direct Recruitment	(i) Pass in SSLC or equivalent qualifications (ii) Diploma in Drawing & Painting (4 Years Course) recognised by Government or any other equivalent qualification.
<p><i>Note</i> :—Category 35 and 36 already have been declared as vanishing vide G. O. (Ms.) No. 178/2011/LSGD dated 9th August 2011.</p>			



ANNEXURE

[See Rule 5, Group IV]

Qualification

SECTION A

(a) Diploma in Civil Engineering or Architecture or any other qualification recognised by Government as equivalent thereto.

(b) Post Diploma qualification in Town and Country Planning

SECTION B

(i) Diploma

(a) Diploma in Civil Engineering (2 years course) of Women's Polytechnic or any other qualification recognised by Government as equivalent thereto.

(ii) Certificate

(a) Group Certificate under K.G.T.E or M.G.T.E (Group Certificate will include all the four groups viz., Building Drawing, Building Construction, Survey and Irrigation.)

(b) Pass in the following eight subjects under K.G.T.E/M.G.T.E. viz.

- (1) Surveying and Levelling (Higher)
- (2) Applied Mechanics (Higher)
- (3) Building Materials and Construction (Higher/Lower)
- (4) Hydraulics and Irrigation (Higher)
- (5) Building Drawing and Estimating (Higher)
- (6) Earthwork and Road making (Higher)
- (7) Geometrical Drawing (Lower)
- (8) Mensuration (Lower)

(c) National Apprenticeship Certificate (Surveyor)

(d) National Apprenticeship Certificate (Civil)



(e) National Trade Certificate (Surveyor)

(f) National Trade Certificate (Draftsman Civil)

(g) State Trade Certificate (Surveyor)

(h) State Trade Certificate (Draftsman Civil)

6. *Appointing authority.*—The Principal Director shall be the appointing authority for all categories under all the Groups of the Subordinate Service. The Principal Director can delegate the power of appointment to the officers subordinate to him suitably in consultation with the Government.

7. *Reservation of appointment.*—The rules regarding reservation of appointment contained in rules 14 to 17 B of part II of the Kerala State and Subordinate Services Rules, 1958 shall apply to appointment by direct recruitment:

Provided that in the case of direct recruitment from among Departmental candidates, the above rules will not apply.

8. *Qualification regarding age.*—No person shall be eligible for appointment by direct recruitment to any post falling under any of the categories, except the posts specifically mentioned hereunder, if he has not completed 18 years of age or has completed 36 years of age as on the first day of January of the year in which applications for appointments are invited:

Provided that the upper age limit for appointment by direct recruitment to the post of Driver cum Office Attendant (Light Motor Vehicle), in Category 22 of Group I, in Category 9 of Sub Group (d) of Group III, Roller Driver Grade II in Category 13, Tractor Driver in Category 17 and Driver cum Office Attendant (Medium/ Heavy Passenger/ Goods Vehicle) in Category 18 of Group V shall be 39 years:

Provided further that usual relaxation in upper age limit as per the Government Orders issued from time to time shall be allowed to candidates belonging to Scheduled Castes, Scheduled Tribes, Other Backward Classes, Ex-service men and Differently abled Persons:

Provided also that the candidates for direct recruitment from Subordinate Service shall be exempted from the upper age limit for direct recruitment.



9. *Probation.*—Every person appointed to any post included under any of the categories shall, from the date on which he joins duty be on probation:—

(i) if appointed by direct recruitment or by transfer through the Kerala Public Service Commission or by transfer to a category to which direct recruitment is one of the method of appointment, for a total period of two years on duty within a continuous period of three years; and

(ii) if appointed by transfer to a category to which direct recruitment is not one of the method of appointment or by promotion or by transfer appointment, for a total period of one year on duty within a continuous period of two years:

Provided that in the case of Office Attendant Grade II and equivalent or low paid post, the probation period will be a total period of one year on duty within a continuous period of two years.

10. *Test qualification.*—(1) Every person in a post in Category 11 and Category 19 under Group I and Category 3, Category 5 and Category 6 under Group V appointed by direct recruitment or by transfer appointment or by transfer or by promotion shall pass the Manual of Office Procedure, within the period of probation, if he has not already passed it.

(2) Every person in a post in Category 11 under Group I appointed by direct recruitment and in Category 19 under Group I appointed either by direct recruitment or by transfer shall pass, if he has not already passed, the Panchayat Test and the Kerala Municipal Tests, Public Works Department A- Code, Public Works Department -D Code so as to become eligible for promotion:

Provided that in the case of Joint Block Development Officer, Extension Officer or Village Extension Officer in the Rural Development Department who had satisfactorily completed the pre service course of 6 months or the in service course of 3 months, as the case may be, in any of the Extension Training Centres in the State, as on the date of commencement of these Rules, will be exempted from passing the tests stated in sub -rule (1) and sub -rule (2) above.

(3) Every person appointed in Category 7 under Sub Group (d) of Group III shall pass, Departmental Test for Ministerial Staff of the K.S.E.B. with in the period of Probation



and Account Test (Lower) for the Ministerial and Executive Staff of the K.S.E.B so as to become eligible for promotion.

11. *Training.*—(1) Any person selected to any post included in Category 11 or Category 19 under Group I by direct recruitment has to complete an in-service training for 3 months after such appointment, in the Kerala Institute of Local Administration or in any other Training Institution approved by the Government and during that period of training he had to be paid the pay and allowances of the post of Legal Assistant or Clerk, as the case may be.

(2) Those who are selected for appointment by transfer to any post included in Category 19 under Group I have to undergo a training for a period of 3 months after such appointment, in the Kerala Institute of Local Administration or in any other Training Institution approved by the Government and they shall be paid during the period of training an amount equal to the pay and allowances of the post of the Clerk.

(3) Those who are promoted to any post included under Category 12, Category 5 (a), 5 (b) or Category 1(b), 1(c) under Group I have to undergo an in-service training for 3 months after such promotion in the Kerala Institute of Local Administration or in any other Training Institution approved by the Government.

(4) Candidates selected to any post included in Category 16 under Group II have to undergo an in-service training for 3 months.

(5) In the case of persons who have earlier attended the training for a period as provided in sub-rule (1) or sub-rule (2) or sub-rule (3) or sub-rule (4) above, no further training is necessary

12. *Special Provision.*—Special Provision for the employees who had been working under the Panchayat Department, Urban Affairs Department, Municipal Common Service, Rural Development Department, Town and Country Planning Department, the Local Self Government Engineering Service and Extension Training Centres before the commencement of these Rules.

(1) The seniority of every category of officers who had been in service in the Panchayat Department, Urban Affairs Department, Municipal Common Service, Rural Development Department, Local Self Government Department(Planning) and Local Self



Government Engineering Service immediately before the date of commencement of these rules shall be protected and continued to be reckoned for promotion subject to the provisions laid down in Rule 27 Part II of the Kerala State and Subordinate Services Rules, 1958.

(2) Subject to the provisions in sub-rule (1) above, every officer shall be entitled to the same rights as to seniority, promotion and by transfer appointment to Subordinate Service as would have been available to him before the commencement of these Rules had the integrated service, namely the Local Self Government Department Service not been constituted.

(3) The Special Rules in respect of different categories of posts presently existing in Extension Training Centres shall continue even after the commencement of these Rules till the last person retired from service.

(4) Appointment to various posts included in the integrated service which were notified for appointment by Kerala Public Service Commission prior to integration will be based on the Special Rules then in force.

(5) Vacancies arising in the post of Extension Officer (Corporation/Municipality/Panchayat) Grade I included in Category 12 under Group I shall exclusively be earmarked for promotion from the post of Village Extension Officer Grade II (redesignated as Extension Officer (Corporation/ Municipality/Panchayat) Grade II) till the last person holding that post as on the date of commencement of these Rules is promoted and also subject to the provisions contained in sub-rule (2) above. Thereafter vacancies arising in the post of Extension Officer (Corporation/ Municipality/ Panchayat) Grade I shall be treated as vacancy in Category 12 under Group I for promotion as per these Rules.

(6) There shall be a complaint redressal mechanism to address the grievances with regard to these Rules, for a period of one year from the date of publication of this Special Rules.

By order of the Governor,

SARADA MURALEEDHARAN,
Additional Chief Secretary to Government.



Explanatory Note

(This does not form part of the notification, but is intended to indicate its general purport.)

At present, the service under the Panchayat Department, Urban Affairs Department, Municipal Common Service, Rural Development Department, Local Self Government Engineering Service and the Town and Country Planning Department coming under the Local Self Government Department are governed by different sets of Special Rules.

On the basis of the devolution of powers intended to strengthen the Local Self Government Institutions, as envisaged under Articles 243G and 243 W of the Constitution of India inserted by the 73rd and 74th Constitutional Amendment Acts of 1992, the Kerala Panchayat Raj Act, 1994 (13 of 1994) and the Kerala Municipality Act, 1994 (20 of 1994) were enacted. The above enactments empower the State Government to make rules under the Kerala Public Services Act, 1968 (19 of 1968) to regulate the classification, method of recruitment, conditions of service etc. of the Officers and the employees of the Local Self Government Institutions and to provide for the constitution of a separate service or cadre, either for the whole State or for each district.

In the Governor's speech held on the floor of the Assembly in 2008, the intention of the Government to unify the various Departments coming under the Local Self Government Department was declared. As per G. O. (Ms.) No. 61/2011/LSGD dated 26th February 2011, it was ordered to constitute a common service integrating the services under the Panchayat, Rural Development, Urban Affairs, Town and Country Planning Department, Local Self Government Engineering Wing and the Municipal Common Service of the Local Self Government Department and entrusted the work of preparation of the Special Rules, with the Secretary to Government, Local Self Government Department. Again in the Governor's address delivered on the floor of the Assembly on 24th June 2016, it was declared that a common service will be constituted by integrating the various services under the Local Self Government Department.

In the above circumstances, the Government have decided to integrate the above said services coming under the control of the Local Self Government Department and to constitute a common service for the unified Department vide G. O. (Ms.) No.106/2020/LSGD dated 17th July 2020. Hence the Government have decided to frame the Special Rules for Subordinate Service of Local Self Government Department by superseding the related existing rules for the purpose.

The notification is intended to achieve the above objective.

