

# 60<sup>th</sup> ANNUAL REPORT



## **KERALA PUBLIC SERVICE COMMISSION**

**1<sup>ST</sup> APRIL 2015 to 31<sup>ST</sup> MARCH 2016**  
(ME:18<sup>th</sup> MEENAM 1190 to 18<sup>th</sup> MEENAM 1191)

**THE  
KERALA PUBLIC SERVICE COMMISSION  
IS PRIVILEGED TO PRESENT  
THEIR SIXTIETH ANNUAL REPORT  
AS REQUIRED UNDER ARTICLE 323(2) OF  
THE CONSTITUTION OF INDIA TO THE  
HONOURABLE GOVERNOR OF KERALA**



**THE REPORT COVERS THE PERIOD  
FROM 1<sup>ST</sup> APRIL 2015 TO 31<sup>ST</sup> MARCH 2016  
(M.E. 1190 MEENAM 18<sup>th</sup> TO 1191 MEENAM 18<sup>th</sup>)**

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## **CHAPTER-I**

### **CONSTITUTIONAL POSITION OF THE COMMISSION**

The Public Service Commission is a body constituted under the provisions from Article 315 to 323 of the Constitution of India. The provisions regarding the Union Public Service Commission and other State Public Service Commission have been laid down in Chapter II of part XIV of the Constitution.

The Constitution empowers the Commission to deal with the matters relating to the services and enable them to discharge their duties in a fair and impartial manner free from influence from any quarter. The Chairman and Members of the Commission are appointed by the Governor of the State. The Composition of the Commission is such that as nearly as one half of members of it shall be persons who on the date of their appointment have at least 10 years of service under the Government. The Chairman or any other member of the Commission can hold office for a period of six years or till he attains the age of 62 years whichever is earlier. On the expiry of the term, the Chairman or any other Member is ineligible for re-appointment under the Central or the State Government. But a Member of the Commission may be appointed as the Chairman of the Commission or as the Member of Union Public Service Commission for another term. The Chairman or any other Member of the Commission can be removed from the office only by the President of India in accordance with the procedure laid down in the Constitution. The conditions of service of the Chairman or a Member once appointed cannot be varied to his disadvantage. The expenses connected with the Public Service Commission are not voted but are charged on the Consolidated Fund of State.

## **CHAPTER - II**

### **COMPOSITION OF THE KERALA PUBLIC SERVICE COMMISSION**

In accordance with the provisions contained under Regulation 3 of the Kerala Public Service Commission (Composition and Conditions of Service of Members and Staff) Regulations 1957, made by the Governor under Article 318 of the Constitution of India, as amended from time to time, the Commission shall consist of a Chairman and 20 Members.

The following are the Chairman and Members of the Commission during the year under report.

**PRESENT COMMISSION**

**CHAIRMAN**

**Dr.K.S.RADHAKRISHNAN**

**MEMBERS**

- 1 Prof. (Dr.) N. SELVARAJ**
- 2 Dr. P . MOHANDAS**
- 3 Shri . K . PREMARAJAN**
- 4 Shri . ASOKAN.R.CHARUVIL**
- 5 Adv. M. K. SAKEER**
- 6 Dr. K . USHA**
- 7 Adv. V. T. THOMAS**
- 8 Dr. M. K. JEEVAN**
- 9 Shri. P. SIVADASAN**
- 10 Shri. T . T. ISMAIL**
- 11 Smt. SIMMY ROSEBELL JOHN**
- 12 Adv. E. RAVEENDRANATHAN**
- 13 Adv. S. SHINE**
- 14 Prof. LOPUS MATHEW**
- 15 Smt. R. PARVATHI DEVI**
- 16 Dr. P. SURESH KUMAR**

**SECRETARY**

**Sri. SAJU GEORGE**

## **CHAPTER – III**

### **FUNCTIONS OF THE COMMISSION**

The functions of the Kerala Public Service Commission are as laid down in Article 320 of the Constitution of India with regard to the services of the State. They are:

- i) To conduct examinations for appointment to various services of the State,
- ii) To advise Government on
  - a) Matters relating to method of recruitment to the various services of the State,
  - b) The principles to be followed in making appointments to the services of the State and in making promotion and transfers from one service to another and on the suitability of candidates for such appointments, promotions and transfers,
  - c) All disciplinary matters affecting Government Servants,
  - d) Claims of reimbursement of legal expenses incurred by the Government servants in defending legal proceedings instituted against them for act done or purported to be done in the execution of their duty,
  - e) Claims for award of injury pension to Govt. servants and
  - f) Any other matter referred to them by the Government.

The Commission is also discharging the additional functions entrusted to them by the State Legislature under Article 321 of the constitution of India as regards the services and posts in Government owned Companies, Corporations, Boards and bodies constituted by law and of the Local Bodies in the State. Later, additional functions in respect of certain Co-operative institutions have been brought under the purview of the Commission.

The matters on which the Commission need not be consulted have been specified in the Kerala Public Service Commission (Consultation) Regulations, 1957 made under the proviso to Article 320(3) of the Constitution of India.

## **CHAPTER - IV**

### **STAFF AND ACCOMMODATION**

#### **STAFF OF THE KERALA PUBLIC SERVICE COMMISSION**

The total members of staff of the Commission during the year under report were **1,644**. The **8 (eight)** staff members working in Vigilance Cell were on deputation from the Department of Police and due to the non availability of Librarian Gr.I from Common Pool category after repeated requests to Government the Commission, vide Decision No.28 dated: 26.11.2012 decided to appoint Librarian Gr.I on contract basis and appointed Sri.Syam Krishnan.R., as Librarian Gr.I with effect from the FN of 02.09.2013 vide Order No.Estt.II(2)2129/2008/GW dated: 02.09.2013 of the Secretary, Kerala Public Service Commission. In exercise of the powers conferred on the Commission under Clause 12 – Sub Clause 2 of the Kerala Public Service Commission (Composition and Conditions of Service of Members and Staff) Regulation 1957, 25 posts in various categories were created for a period of 6 months in two spells with effect from 01.04.2015 and a further period of 6 months with effect from 01.10.2015. The details of Staff of the Commission during the period under report are given in Appendix I.

#### **TEMPORARY STAFF APPOINTED**

Under Regulation 12 (2) of the Kerala Public Service Commission (Composition and Conditions of Service of Members and Staff) Regulation 1957, the Commission have created 13 posts as per Order No.Estt.II (3) 32900/08/GW dated 30-03-2015 for a period of six months from 01.04.2015 and 12 posts for a period of six months with effect from 01.10.2015 as per order No.Estt.II (3) 32900/08/GW dated 16-09-2015.

#### **VIGILANCE AND SECURITY OFFICER**

The Vigilance and Security Officer of KPSC, Sri.Sabu.P.S, Superintendent of Police (Non-IPS) has relieved from duty on 18.09.2015 AN vide order No. Estt-II(1)12000/2013/GW(2) Dated 17.09.2015. Now the post is vacant. 90 cases were pending at the beginning of the year, 21 files were received and 20 reports were submitted during

the period under report. 91 cases are pending with the Vigilance Wing at the close of the year.

### **LEGAL RETAINER**

Sri. P.C. Sasidharan, Advocate, High Court of Kerala is continuing as the Legal Retainer to Kerala Public Service Commission since 01.03.2011, he is authorised to conduct cases before the Hon. High Court and Sri C A Majeed, Advocate is also posted as Legal Retainer to Kerala Public Service Commission w.e.f 01.04.2014 and he is entrusted to appear before the Kerala Administrative Tribunal on behalf of the Commission.

### **ACCOMMODATION**

The Kerala Public Service Commission have District Offices in all Districts and three Regional Offices at Kollam, Ernakulam and Kozhikode. The Head Office and Thiruvananthapuram District office of the Commission are situated at Thulasi Hill, Pattom, Thiruvananthapuram. In all there are 18 offices including the Head Office. The District Offices of Palakkad, Malappuram, Kozhikode and Kannur are accommodated in the respective Civil Stations of the Government of Kerala. The Regional Office, Kozhikode is also situated in the Civil Station, Kozhikode. The District Offices in Alappuzha, Pathanamthitta, Thrissur, Wayanad and Kasargod are functioning in rented buildings. The District Office Kottayam is functioning in Commission's own building. The Regional Office and District Office Ernakulam are functioning in GCDA building at Ernakulam with effect from 21.01.2013. The District Office, Idukki is functioning in the Kerala State Housing Board Building at Kattappana. The District Office and Regional Office at Kollam are housed in Corporation Building. The official residence of the Chairman at Thiruvananthapuram is also a rented building.

### **GUEST HOUSE**

Kerala Public Service Commission acquired a Guest House on rental basis located at Vrindavan Gardens, Pattom Thiruvananthapuram owned by Kerala State Housing Board, is established to provide boarding facilities to Guests and to Experts who are invited by the Commission to assist in interviews, Practical Tests and evaluation of answerscripts.



## CHAPTER – V

### **RESEARCH AND ANALYSIS WING, ONLINE EXAMINATION CENTRES, CALL CENTRE, COMPUTERISED ATTENDANCE MANAGEMENT SYSTEM, AA&VW, WEBSITE, PUBLIC RELATIONS UNIT, ENQUIRY, INFORMATION DISSEMINATION SECTIONS AND LIBRARY**

#### **RESEARCH AND ANALYSIS WING**

The main function of Research & Analysis Wing is co-ordination, planning and monitoring of selection process with a view to improving the quality of work and minimising delay in the different stages of recruitment, by conducting comprehensive studies and imparting in-service training to the members of the staff. Purchase and maintenance of computers and other allied equipments are also done through the R&A wing.

Notifications received from various recruitment sections are consolidated and steps for publishing them in the Gazette are done in the section. Correspondence with other Public Service Commissions and Union Public Service Commission are done by Research & Analysis Wing. Agenda for the sitting of the Commission is also prepared in this wing.

Details regarding Legislature Assembly interpellation are collected and furnished to the Government from Research & Analysis Wing for submission before the Assembly. During the year under report **241** questions were received from the Government and reply were given in **241** cases. The compilation of the Annual Report of the Commission and furnishing of statistical data relating to different stages of selection are also being prepared in the Wing.

The PSC Manual is revised by incorporating the modified procedures in tune with the Commissions policy of utilizing IT enabled services to make the recruitment process faster, accurate and more transparent.

The Technical committee constituted for the supervision of computerization in the office of the commission has been convened five times on 25/04/15, 08/07/15, 09/10/15, 30/12/15 and 12/01/16 during the report 2015-2016. An amount of Rs.3,50,00,000/- (Rupees Three Crores Fifty lakhs only) was allotted during the financial year 2015-2016 in the plan fund. The entire amount of Rs..3,50,00,000/- (Rupees Three Crores Fifty lakhs only) has been spent for the up-gradation of modernization by way of purchasing hardware, other computer peripherals, payment of AMC charges and various training

programmes etc.

## TRAINING PROGRAMMES

Kerala Public Service Commission have organised various training programme for the staff with a view to fortify their efficiency to perform duties more effectively. The various in house and external trainings given in the year 2015 – 2016 are listed below:

Sl. No.	Date	Details of Training	Venue	No. of days	Training conducted for
1	05/05/15 to 07/05/15	E-vacancy Software	ITTC, KPSC, Tvm	3	Officers' of Various Dept.(VMUs)
2	20/05/15	Thulasi – Modified Interface	Regional Office, Ekm	1	Section Officers & Assistants
3	22/05/15	Thulasi – Modified Interface	ITTC, KPSC, Tvm	1	Section Officers & Assistants
4	13/06/15	Thulasi – Modified Interface	ITTC, KPSC, Tvm	1	Under Secretaries, Section Officers & Assistants
5	11/07/15	Induction Training & E-learning	ITTC, KPSC, Tvm	1	Assistants(newly joined)
6	21/07/15 to 24/07/15	E-vacancy Software	ITTC, KPSC, Tvm	4	Officers' of Various Dept.(VMUs)
7	13/11/15	E-result pro Training	ITTC, KPSC, Tvm	1	Section Officers & Assistants(ERWing)
8	14/11/15	Thulasi – Modified Interface	ITTC, KPSC, Tvm	1	Section Officers & Assistants(ERWing)
9	25/11/15	E-vacancy Software	ITTC, KPSC, Tvm	1	Section Officers & Assistants
10	12/12/15	E-vacancy Software	ITTC, KPSC, Tvm	1	Section Officers & Assistants
11	17/12/15	E-result pro Training	Regional Office, Ekm	1	Section Officers & Assistants
12	18/12/15	Thulasi – Modified Interface	Regional Office, Ekm	1	Section Officers & Assistants
13	29/12/15	E-result pro Training	Regional Office, Ekm	1	Section Officers & Assistants
14	30/12/15	Thulasi – Modified Interface	Regional Office, Ekm	1	Section Officers & Assistants

15	08/01/16	Thulasi – Modified Interface	ITTC, KPSC, Tvm	1	Section Officers & Assistants
16	09/01/16	E-result pro Training	ITTC, KPSC, Tvm	1	Section Officers & Assistants
17	19/01/16	E-vacancy Software	ITTC, KPSC, Tvm	1	Officers' of Various Dept.(VMUs)
18	12/02/16 to 14/02/16	E-training with Public Relations	ITTC, KPSC, Tvm	3	Section Officers & Assistants

Sri.Suresh Babu.S.S.(Under Secretary HG- R & A Wing) participated Orientation Course conducted by Union Public Service Commission on “Computer Based Recruitment System on 11/12/15 at New Delhi.

## **Statement showing the details of work done by the Kerala PSC (R & A Wing) in the report year**

### **1. E-payment facility for Departmental Tests**

Online payment for Departmental Tests exam fee and fee for certificates included in the Departmental Test Wing Registration System – DTRS software and is in use.

### **2. Contribution to PSC Bulletin**

Introduced PSC Bulletin Subscription Management System for Online payment of Bulletin through One-time Registration Software.

### **3. Question Banks**

Question Bank module completed. Its linking with online exam software is in progress.

#### **4. Automatic allocation of test centres only for those downloading Admn.Tkt.**

Dynamic allocation facility for allocating exam centres and register numbers to those candidates who only download the admission ticket for exam is ready for implementation so as to curtail extra cost incurred by absentees.

#### **5. E-vacancy Software**

Departments can report their vacancy directly to PSC by online facility using their web application. This system is in use.

#### **6. Smruthy Software**

Registration and login for serving & retired members of Kerala PSC. They can watch their profile to know the present status of medical reimbursement claims preferred.

#### **7. Thulasi Software – Modified interface**

In the report year 2015-16, we are used a modified version of Thulasi Software for One –Time Registration and almost all the technical work of Kerala Public Service Commission and now it is also under modification.

#### **8. KPSC Petitions Management System**

This System facilitates to register the petitions received from candidates and issue printed receipts.

*Status : The System has been implemented successfully and is in use.*

#### **9. eResultPro (Elecronic Result Process System)**

System for uploading valuation data, entering cutoff marks and preparing Probability List/Shortlist and Ranked list. This system is in use and under modifications.

## **10. e-Advice pro**

System receives ranked list and rotation data and prepares advise letters for both candidates and Department(Software Development completed).

## **ONLINE EXAMINATION CENTRES**

Kerala Public Service Commission had already been set up and functioned 3 (three) Online Examination Centres at Thiruvananthapuram, Pathanamthitta and Ernakulam respectively. Now at present, for the candidates in Malabar area of Kerala a new and its 4<sup>th</sup> Online Examination Centre at Kozhikode Civil Station – A Block set up completed with the capacity to hold 320 candidates at a time and 640 candidates can be examined with single pattern of question being built up and is expected to be completed by October 2016.

## **CALL CENTRE**

The Call Centre functions from 10.15 am to 5.15 pm without break on all working days. About 2,12,000 calls were received during the year under report at the call centre.

## **COMPUTERIZED ATTENDANCE MANAGEMENT**

Attendance Management Section has been established under Research and Analysis Wing to monitor the computerized attendance management in the offices of the KPSC .

## **APPOINTMENT AUDIT AND VERIFICATION WING**

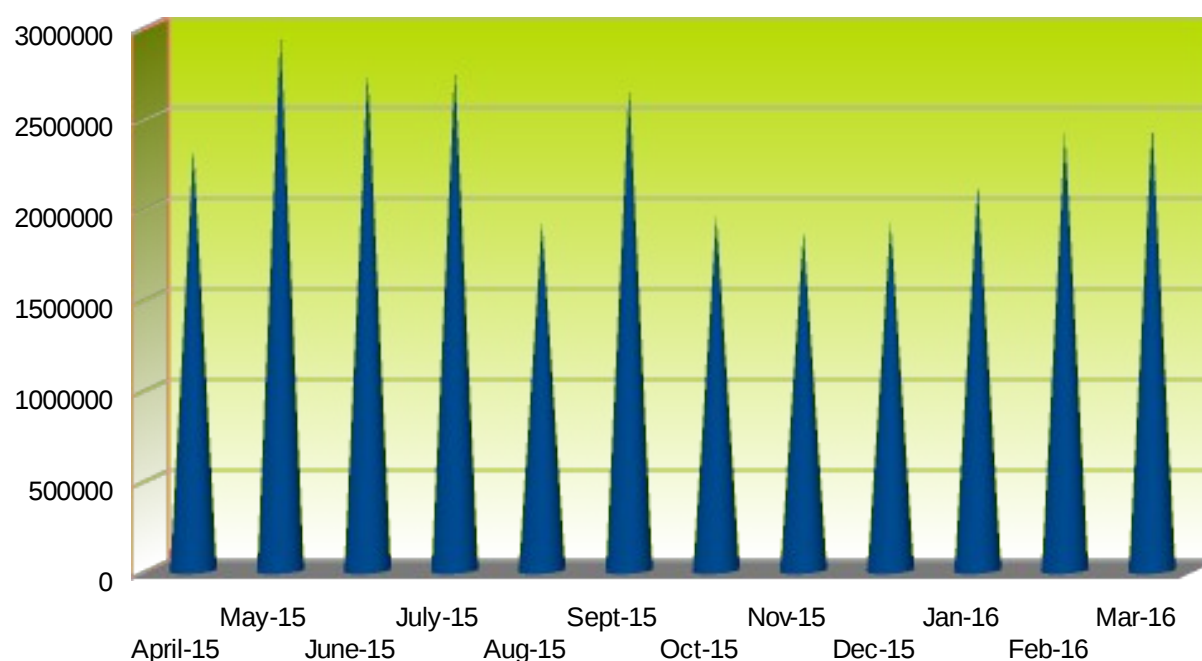
Appointment audit and verification wing was started with effect from 1.9.2011 as per GO(P)41/2010 P&ARD dated 14/12/10. A total no.of 4,612 applications were received during the year and total no.of 5,241cases have been verified (including the pending applications of last year)during the year under report. And 1,028 applications are pending for verification as on 31/03/2016.

## WEBSITE

The official website of Kerala Public Service Commission is [www.keralapsc.gov.in](http://www.keralapsc.gov.in)

Details regarding Recruitment, Examinations & Results. Notifications, Examination Programmes, Interview Schedule, Short Lists, Ranked Lists, Examination Marks, Advice made for Appointment, Status of posts, Web Edition of PSC Bulletin and Announcements are some of the features of the website. Rules relating to the commission can easily be viewed from the different pages of website.

The details regarding the total hits and updation is given below:-



### **A STATISTICAL REPRESENTATION OF THE HITS RECEIVED ON THE KERALA PUBLIC SERVICE COMMISSION WEBSITE**

Month	Total Hits	Page Hits	MB Transferred	Clients
April-2015	2329571	309909	2007799	2329571
May-2015	2939360	388700	2217745	2939360
June-2015	2747925	371070	2230869	2747925
July-2015	2751231	413392	2366945	2751231

August-2015	1925196	293165	1538867	1925196
Sept-2015	2660718	353249	1959476	2660718
Oct-2015	1960638	306580	1618589	1960638
Nov-2015	1875345	287156	1460247	1875345
Dece-2015	1926691	311765	1551425	1926691
January-2016	2129041	342288	4925006	2129041
Feb-2016	2414694	406608	1317859	2414694
March-2016	2452915	372487	1188158	2452915

## **PUBLIC RELATIONS UNIT FUNCTIONS**

The Public Relations Unit functions as an effective link between the Kerala Public Service Commission and the Public. The sustained effort of the Unit is instrumental in the maintenance of better rapport and good relations between the Commission and various media organizations including Press, All India Radio, Doordarshan, other TV Channels, Local Networks and Websites.

## **PERFORMANCE**

Information intended for the Public is regularly being supplied by means of press releases and public statements. The dates of Examination and Interviews of the Commission are given due publicity through News Papers, All India Radio, Doordarshan, PSC Bulletin, other TV Channels and through Website of KPSC .

All the media organizations have extended wholehearted co-operation and rendered worthy assistance in giving due publicity to these matters. The opinions, suggestions, criticisms and complaints made by the general public, and the views of press and public leaders are brought to the notice of the Commission in time by the Public Relations Unit. Whenever necessary, detailed public statements, clarifications, etc are also issued by the Commission through Public Relations Unit. The Public Relations Unit functions also as an information centre. During the year 2015-2016 total 197 press releases were issued.

## **ENQUIRY WING**

The Enquiry wing in the Head Office of the Commission works continuously from 8 am to 6 pm in two sessions on all working days. It consists of an Enquiry Officer, five Assistants. The Enquiry wing is rendering remarkable service to clarify the doubts of

hundreds of candidates approaching the Commission in person.

## **PUBLICATION OF PSC BULLETIN**

The PSC Bulletin, the official publication of the Commission, restarted publication with the release of the issue dated 01.06.1997. Ever since the restart of the publication, the PSC Bulletin is being published regularly as a fortnightly (24 issues in one year) on the 1<sup>st</sup> and 15<sup>th</sup> of every month without break.

Information oriented articles on contemporary issues and current affairs beneficial to job seeking youth are added along with the regular columns such as Clarification of doubts, Advice for Appointment, Ranked Lists, Short Lists, Interview Programme, Examination Schedule, Previous Questions and Revised Answer Key of Various Tests conducted by the Commission. Articles relating to Science and Culture and model questions on general awareness, numerical aptitude, mental ability etc. are published. The details of the Gazette Notifications inviting applications for selection to various posts form the main feature of the PSC Bulletin.

24 issues of PSC Bulletin have been published during the period under report. 36 new agents have been appointed to ensure the proper distribution of bulletin. Circulation of PSC bulletin during the period is 33,000. Promoters and Talukwise sales organisers have been engaged for speedy and prompt distribution of the bulletin.

The receipts by way of sale proceeds of PSC Bulletin are as shown below:

1	Amount collected through Chelan	51,380.00
2	Amount collected through DD (agents, subscription etc)	2,18,680.00
3	Amount collected through Money Order	3,92,800.00
4	Amount collected through counter sales	1780
5	Amount collected through cash (annual subscription)	1,46,500.00
6	Direct payment from agents	1,97,830.00
<b>TOTAL</b>		<b>10,08,970.00</b>

**(Rupees Ten Lakh Eight Thousand Nine Hundred and Seventy only)**



## INFORMATION DISSEMINATION SECTIONS

Information Dissemination Section (appeal) has been created to deal with the appeals received under Right to Information Act 2005. It also deals with Grievance petitions received from the candidates. The cell is functioning under the control of a Joint Secretary who is the first appellate authority under the provisions of Right to Information Act . There are 18 State Public Information Officers and 19 Assistant Public Information Officers and one Appellate Authority designated in KPSC

The Commission have decided to re-established the centralised system under one SPIO in the rank of under secretary with two sections with effect from 01.03.2014.

The following staff are made available from the staff strength of the Commission to deal with the fist appeals received against the decission of the SPIOS of KPSC Information Dissemination Sections

### SECTION I

Section Officer	:	1
Assistants	:	3
Typist	:	1
Office Attendant	:	1

Information Dissemination Section deals with Appeals regarding Right to Information Act. The details regarding the functioning of Information Dissemination Sections are furnished in Appendices **XXXIII to XXXIX**.

## LIBRARY

The Kerala Public Service Commission Office Library functions as a reference-cum-lending library; and its membership is restricted to the Members and Staff of the Commission. Besides the normal functions of the library, the following additional items of work are also done in the library.

1. Preparation of Index of question papers of previous selective tests and departmental tests

2. for future reference.
3. Preparation of index of the Notifications published by the Commission in the Kerala Government Gazette.
4. Classification and Cataloguing of new books received in the library.
5. Ready reference service.

The Library Committee convened on 04.02.2013 & 25.03.2013 resolved to provide new books and periodicals by obtaining suggestions from Hon'ble Chairman, Members and staff of Public Service Commission. It has been modified the internal structure of the library and library hall. New software 'Koha', has been installed for smooth functioning of the Library.

## **CHAPTER – VI**

### **RECEIPT AND EXPENDITURE, VOLUME OF CORRESPONDENCE & FUNCTIONING OF INTERNAL AUDIT WING**

#### **RECEIPT AND EXPENDITURE**

The receipt of the Commission by way of remittance of fee into the Treasuries for admission to Departmental Tests, fee for Certificates and Attendance Certificates of Departmental Tests and Other Miscellaneous receipt etc. including receipt on account of Court Fee Stamps, Indian Postal Orders, and sale of PSC Bulletin amounts to **Rs 2,34,19,094/-**. The total receipt for the previous year was **Rs.2,29,61,636/-**. The total Audit Estimate (sanctioned) for the period was **Rs. 1,30,15,58,000/-**. and the expenditure comes to **Rs.1,29,89,00,482/-**. as against **Rs.1,25,46,12,348/-** in the previous year. The particulars of receipts and expenditure are furnished in **APPENDIX-II**.

#### **INTERNAL AUDIT WING**

An Internal Audit Wing has been constituted for the first time in Kerala Public Service Commission as per order number Estt. II(1) 1/2004/GW dated 30/03/2005 and has started functioning with effect from 01/04/2005.

During the financial year 2015-2016 The Internal Audit Wing audited the accounts and allied matters of the Head Office, Regional Offices and District Offices of the Commission

as per the schedule detailed below:-

Sl No.	Name of Office	Period of Audit	Date of Audit
1	District Office, Kasaragod	01/05/2014-30/04/2015	26/05/2015-29/05/2015
2	District Office, Thrissur	01/06/2014-31/05/2015	24/06/2015-27/06/2015
3	District Office, Malappuram	01/07/2014-30/06/2015	17/07/2015 & 20/07/2015-22/07/2015
4	District Office, Ernakulam	01/08/2014-31/07/2015	18/08/2015-21/08/2015
5	District Office, Alappuzha	01/09/2014-31/08/2015	07/09/2015-10/09/2015
6	District Office, Kozhikode	01/09/2014-31/08/2015	16/09/2015-19/09/2015
7	District Office, Kollam	01/10/2014-30/09/2015	27/10/2015-30/10/2015
8	District Office, Wayanad	01/11/2014-31/10/2015	17/11/2015-20/11/2015
9	District Office, Idukki	01/12/2014-30/11/2015	01/12/2015-04/12/2015
10	District Office, Kannur	01/12/2014-30/11/2015	15/12/2015-18/12/2015
11	District Office, Pathanamthitta	01/01/2015-31/12/2015	05/01/2016-08/01/2016
12	District Office, Kottayam	01/01/2015-31/12/2015	27/01/2016-30/01/2016
13	District Office, Thiruvananthapuram	01/02/2015-31/01/2016	09/02/2016-12/02/2016
14	District Office, Palakkad	01/03/2015-29/02/2016	01/03/2016-04/03/2016
15	Regional Office, Kollam	01/06/2014-31/05/2015	04/06/2015-06/06/2015
16	Regional Office, Kozhikode	01/08/2014-31/07/2015	04/08/2015-06/08/2015
17	Regional Office, Ernakulam	01/07/2014-30/06/2015	08/07/2015-10/07/2015

In addition to the above, Internal Audit Wing have inspected the accounts and allied matters of the Head Office and submitted report up to 31/03/2014. Two surprise inspections were also conducted regarding the actual cash balance in the cash chest of the Head Office. The Internal Audit Monitoring Committee have conducted three evaluation meetings on 20/06/2015, 05/11/2015 & 01/01/2016 in the chamber of the Secretary.

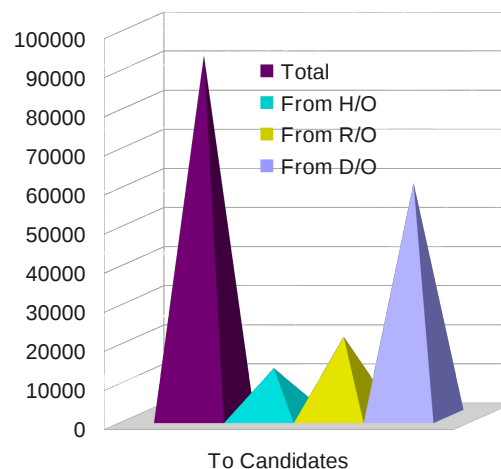
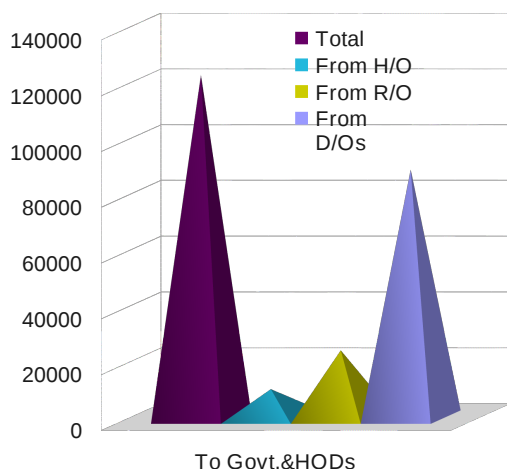
## **VOLUME OF CORRESPONDENCE**

The total number of communications received from the Government and the Heads of various Departments, Companies, Corporations, Boards, Local Authorities, Co-operative Institutions etc. and other miscellaneous petitions during the year under report was **1,52,427** of which **67,485** were received in the Head Office, **7,499** were received in the Regional Offices of the Commission and **77,443** were received in the District Offices. **3,423** communications were received from the Government, **49,921** from the Heads of various Departments, Companies, Corporations, Boards, Local Authorities Co-operative Institutions etc. While **76,448** communications were received by way of petitions and other miscellaneous references.

## **COMMUNICATIONS SENT**

During the year under report a total number of **1,22,722** communications were sent to the Government, Heads of various departments, Companies, Corporations, Boards, Local Authorities and Co-operative Institutions of which **10,013** were sent from the Head Office and **23,982** from the Regional Offices and **88,727** from the District Offices of the Commission. **2,495** communications were sent to Government and **33,104** to the Heads of various departments, Companies, Corporations, Boards, Local Authorities and Co-operative Institutions. A total of **92,378** communications were sent to the candidates by way of admission Tickets, Rejection Memos etc. of which **12,346** were sent from the head office and **20,356** from the Regional offices and **59,676** from the District Offices of the Commission. **9,607** communications were sent on miscellaneous correspondence of which **561** were sent from the Head Office and **7,812** from the Regional Offices and District Offices of the Commission. In addition to the above a total number of **62,56,439** SMS alerts have been sent to the candidates during the period under report.

## **STATISTICAL REPRESENTATION - COMMUNICATIONS SENT**



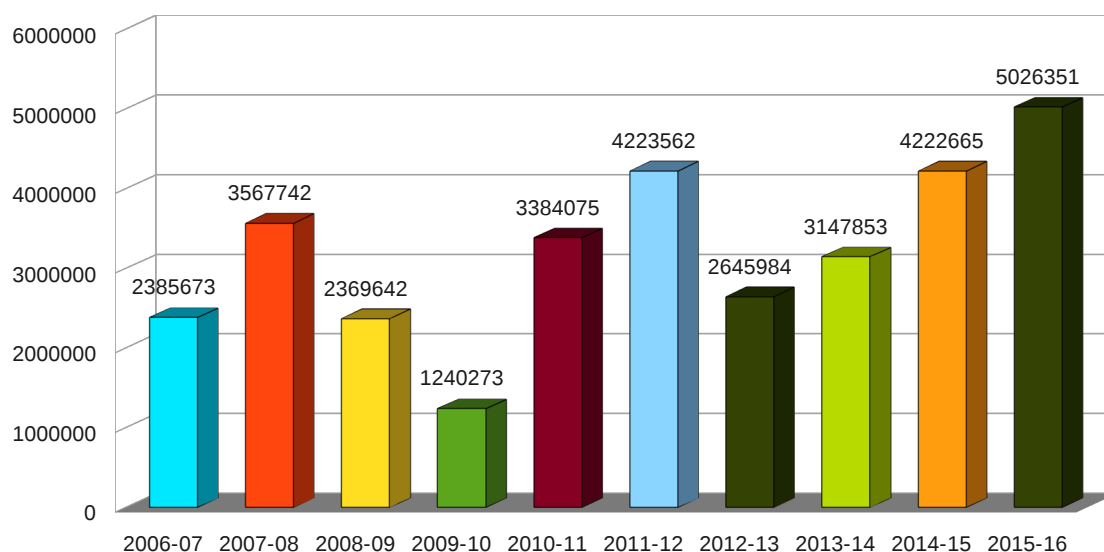
## **CHAPTER –VII**

### **EXAMINATIONS**

#### **EXAMINATION WING**

Examination Wing functions under an Additional Secretary. The foremost function of this wing is to conduct examinations. This includes a wide range process which includes , allotment of examination centres, generation of admission tickets etc. Answer scripts of all examinations conducted are brought to this wing. The processing of answer scripts (with address lists and identification certificates) of the candidates and preparation of examination results are carried out in the section. During the year under report **216** tests (written and OMR Test) were conducted for various posts in which **50,26,351** candidates were admitted.

**STATISTICAL REPRESENTATION OF CANDIDATES ADMITTED FOR  
WRITTEN TEST DURING THE LAST TEN YEARS**



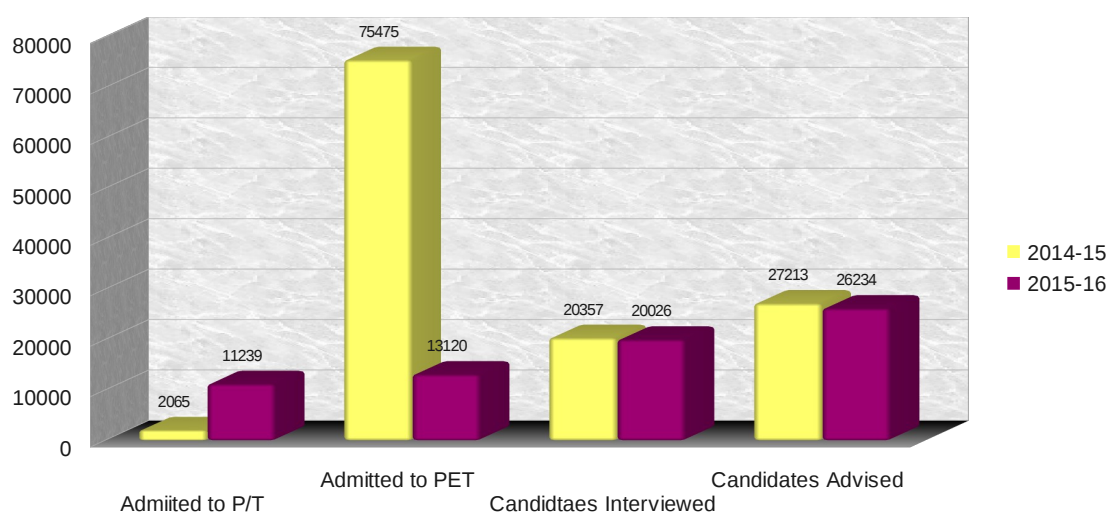
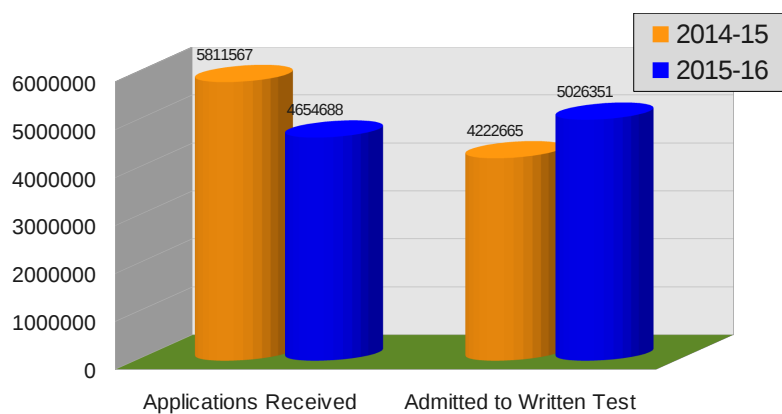
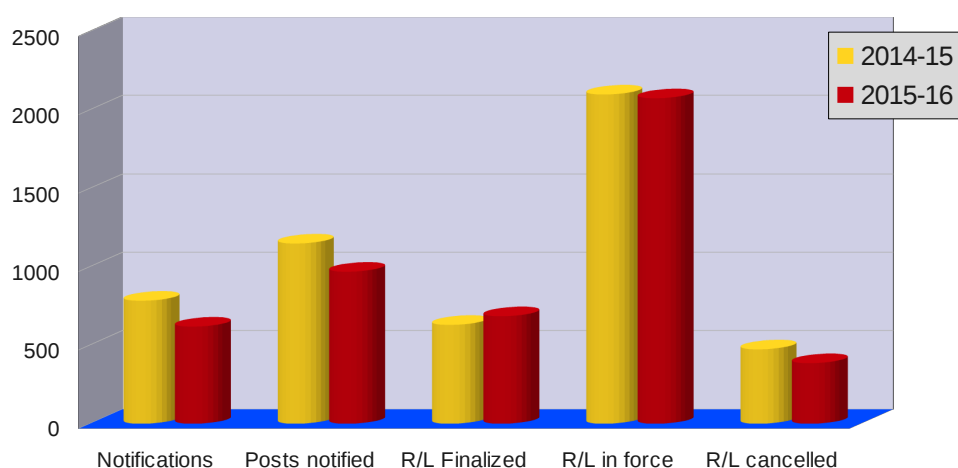
The examinations conducted by the Commission during the year are detailed in **APPENDIX VI**.

**CHAPTER -VIII  
RECRUITMENT- GENERAL**

**NOTIFICATIONS AT A GLANCE**

Particulars	2014-15 (Previous Year)	2015-16 (Current Year)
Notifications	784	619
Number of posts Notified	1,149	969
Applications received	58,11,567	46,54,688
Candidates admitted for Examination	42,22,665	50,26,351
Candidates subjected to Practical Test	2,065	11,239
Candidates subjected to Physical Efficiency Test	75,475	13,120
Candidates subjected to Interview	20,357	20,026
Ranked lists finalised	630	685
Ranked lists in force	2,099	2,075
Ranked lists cancelled/exhausted	474	386
Candidates advised	27,213	26,234

### GRAPHICAL REPRESENTATION



## NOTIFICATIONS

During the year under report **969** posts were notified under various categories. The particulars of notifications issued during the year are furnished in **APPENDIX III**.

### POSTS NOTIFIED AT A GLANCE

Details	Head Office		Regional Offices		District Offices		Total
	General	Special	General	Special	General	Special	
State Service	134	38	NIL	NIL	NIL	NIL	172
Subordinate Service	60	37	26	NIL	479	26	628
Companies/Corporations/Board/Local Authority	37	2	10	NIL	10	NIL	59
Co-operative Sector	17	NIL	NIL	NIL	93	NIL	110
Suitability Test/Eligibility Test	NIL	NIL	NIL	NIL	NIL	NIL	NIL
<b>Grand Total</b>	<b>248</b>	<b>77</b>	<b>36</b>	<b>NIL</b>	<b>582</b>	<b>26</b>	<b>969</b>

During the year under report **113** posts were notified for **NCA** vacancies. The particulars of NCA vacancies filled so far are furnished in **Appendix – XIII H**

### POSTS NOTIFIED AT A GLANCE - NCA NOTIFICATION

Details	Statewise Selections	Districtwise Selections	Total
State Service	13	NIL	13
Subordinate Service	18	70	88
Companies/Corporations/Boards/Local Authorities/Co-operative Sector	10	2	12
<b>Total</b>	<b>41</b>	<b>72</b>	<b>113</b>

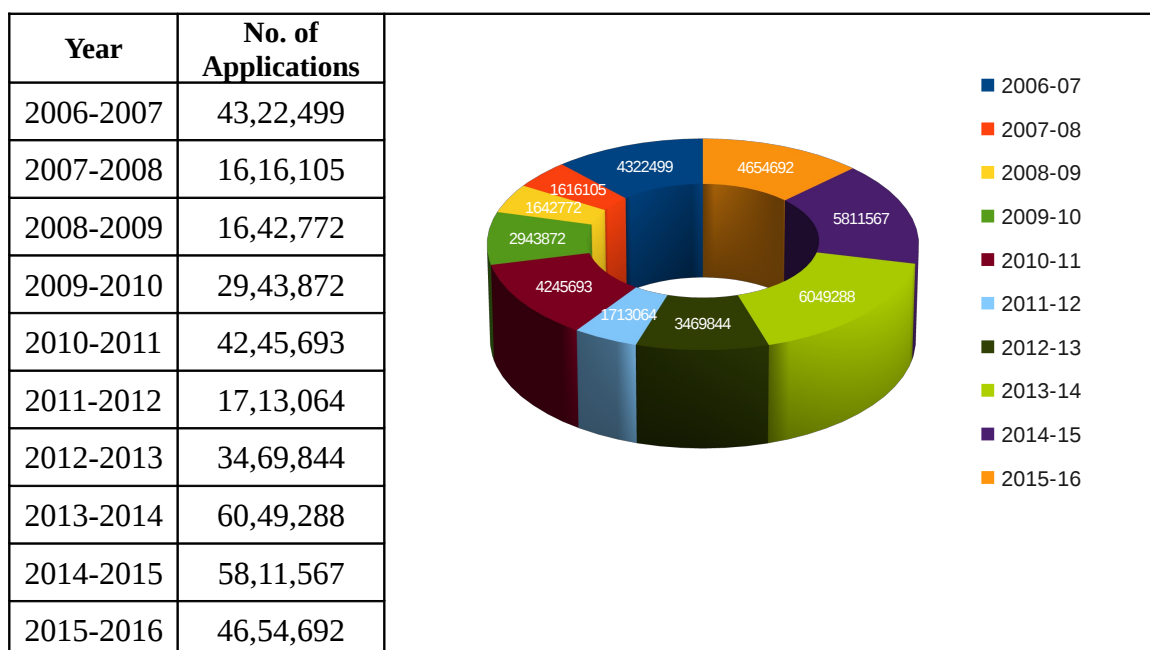


## APPLICATIONS FOR SELECTION

The total number of applications for selection received during the year under report was 46,54,692 of which 25,23,389 were for state wise selections and 21,31,303 applications were received for district wise selection. The detailed break up is as follows.

Details	Head Office		Regional Office		District Office		Total
	General	Special	General	Special	General	Special	
State Service	8,79,022	51,449	Nil	Nil	Nil	Nil	9,30,471
Subordinate Service	6,12,871	1,39,969	2,06,907	Nil	16,38,872	1,41,193	27,39,812
Companies/Corporations/Board/Local Authority	5,19,568	33,919	77,711	Nil	2,89,022	Nil	9,20,220
Co-operative Sector	1,973	Nil	Nil	Nil	62,212	4	64,189
<b>Grand Total</b>	<b>20,13,434</b>	<b>2,25,337</b>	<b>2,84,618</b>	<b>Nil</b>	<b>19,90,106</b>	<b>1,41,197</b>	<b>46,54,692</b>

## COMPARATIVE ANALYSIS OF APPLICATIONS RECEIVED DURING THE LAST TEN YEARS



## **STAGES OF SELECTION**

The applications pending finalisation at the end of the year under report were in different stages of the process of selection.

### **Written Test**

During the year under report **50,26,351** candidates were admitted to **216** tests (Written/ OMR). Details of candidates subjected to written test may be seen as **APPENDIX-VI**

### **Practical Test and Physical Efficiency Test**

During the year under report **11,239** candidates were subjected to Practical Test and Physical Efficiency test for **42** posts. Details of Candidates subjected to Practical Test/Physical Efficiency test may be seen in **APPENDIX-VII**.

### **Interview**

During the year under report a total number of **20,026** candidates were interviewed for **368** posts. Details of candidates interviewed may be seen in **APPENDIX-VIII**.

## **POSTS FOR WHICH RANKED LISTS/SHORT LISTS ARE TO BE PUBLISHED**

The details of posts for which Written Test/Practical Test/Interview is over but Ranked List/Short List to be published may be seen in **APPENDIX-IV**.

## **MODE OF SELECTIONS**

According to the nature of the job merit of the candidates were assessed and selections finalized by choosing one or more of the following procedures.

1. Written Test alone
2. Written Test + Practical Test/Physical Efficiency Test
3. Written Test + Practical Test/Physical Efficiency Test +Interview
4. Written Test + Interview

5. Practical Test/Physical Efficiency Test + Interview
6. Interview alone

The percentage of marks obtained by the candidates in the qualifying examinations is also taken into consideration for ranking of candidates to certain posts, mainly teaching posts in Colleges and Higher Secondary Schools.

#### **RANKED LISTS FINALISED DURING THE YEAR**

During the year under report **685** Ranked lists were brought into force for various posts in the Head Office and District Offices of the Commission. A total number of **2,86,564** candidates were included in the Ranked lists. The particulars of Ranked lists finalised during the year under report are given in **APPENDIX-IX**.

#### **RANKED LISTS IN FORCE**

A total number of **2,075** Ranked lists containing **4,75,119** candidates were in force in the Head Office, Regional Offices and District Offices of the Commission.

The particulars of Ranked List in force at the close of the year under report are furnished in **APPENDIX – X**.

#### **RANKED LISTS CANCELLED / EXPIRED DURING THE YEAR**

A total number of **386** Ranked lists for various posts were either cancelled or expired during the period.

The particulars of Ranked lists cancelled or expired during the year under report are furnished in **APPENDIX-XI**.

A total number of 12 Ranked Lists were cancelled without advising even a single candidate during the year under Report. Please see **APPENDIX XII**.

**RANKED LISTS AT A GLANCE**

	Finalised during the year		In force during the current year		Cancelled/Expired during the year	
	General	Special	General	Special	General	Special
<b>HEAD OFFICE</b>						
State Service	82	7	212	9	31	15
Subordinate Service	96	1	100	27	11	3
Companies/Corporation/Board/ Loc. Authorities	63	5	131	28	27	NIL
Co-operative Sector	11	NIL	39	NIL	1	NIL
<b>REGIONAL OFFICES</b>						
Details	Finalised during the year		In force at the close of year		Cancelled/Expired during the year	
State Service	NIL	NIL	8	NIL	NIL	NIL
Subordinate Service	8	NIL	51	3	NIL	NIL
Companies/Corporation/ Board/ Loc. Authorities	19	NIL	27	NIL	NIL	NIL
Co-operative Sector	NIL	NIL	NIL	NIL	NIL	NIL

**DISTRICT OFFICES**

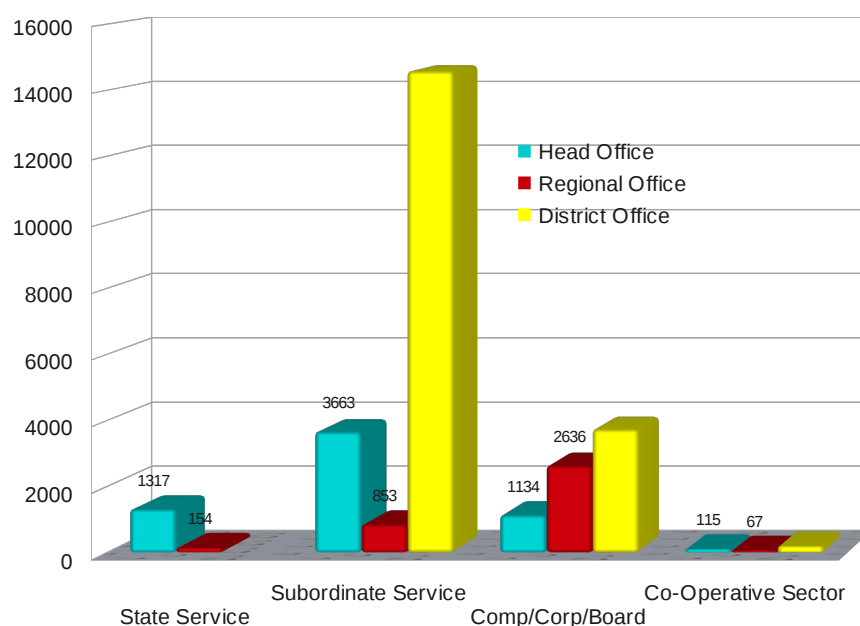
Details	Finalised during the year		In force at the close of year		Cancelled/Expired during the year	
State Service	NIL	NIL	NIL	NIL	NIL	NIL
Subordinate Service	359	25	1240	110	257	6
Companies/Corporation/Board/ Loc. Authorities	1	NIL	26	2	2	1
Co-operative Sector	9	NIL	65	NIL	29	NIL

## ADVICE ON RECRUITMENT

26,234 Candidates were advised for recruitment from the Head Office ,Regional and District Offices of the Commission. Gender wise Break-up of candidates advised for recruitment to various posts is as follows:

### STATISTICAL REPRESENTATION OF ADVICE ON RECRUITMENT

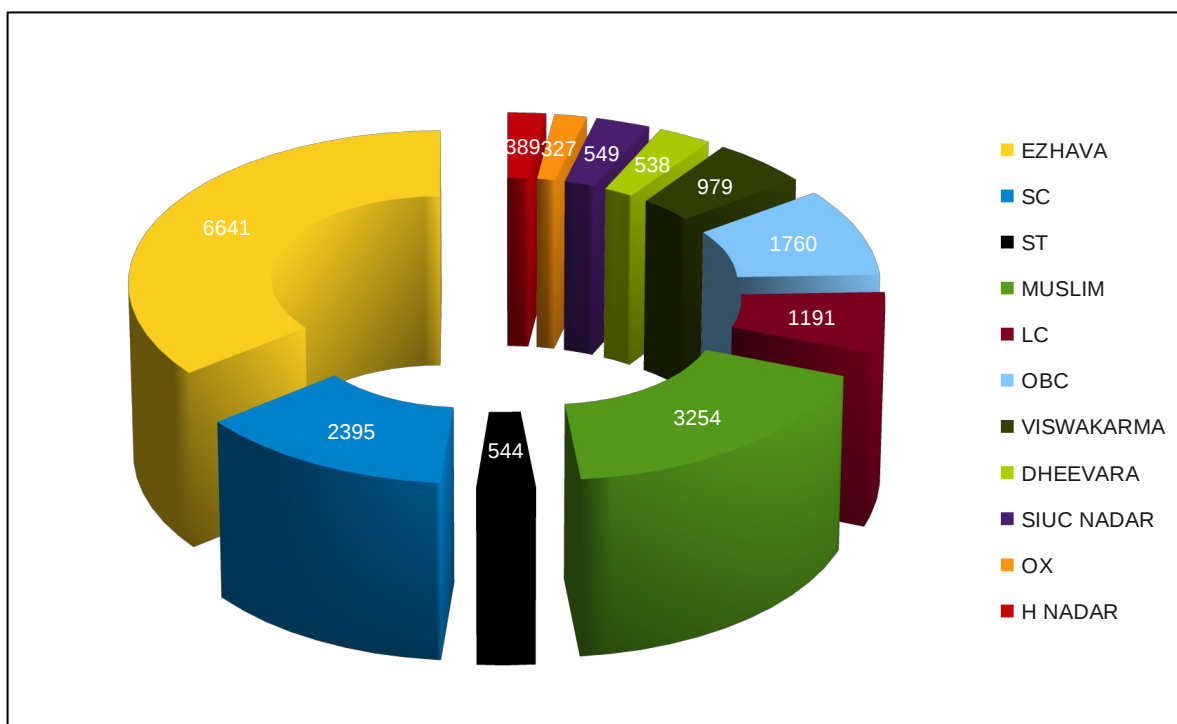
Details	Head Office				Regional Offices				District Offices				Total
	General		Special		General		Special		General		Special		
	M	F	M	F	M	F	M	F	M	F	M	F	
State Service	538	708	29	42	33	121	—	—					1471
Subordinate Service	1480	2074	57	52	613	240	—	—	8043	6446	52	44	19101
Companies/ Corporation/Board/ Local Authorities	764	327	29	14	1077	1559	—	—	787	314	—	—	4871
Co-operative Sector	45	70	—	—	63	4	—	—	92	95	10	6	385
NCA Advice	67	73	—	—	—	—	—	—	116	150	—	—	406
Total	2894	3252	115	108	1786	1924	—	—	9038	7005	62	50	26234



Details regarding the break up of Reservation Groups Advised on OC and BC turns on general recruitment are given below.

	State Service	Subordinate Service	Company/Corp/ Board etc.	Co-Operative sector	Total
EZHAVA					
OC Turn	75	2449	628	38	6641
BC Turn	236	2547	633	35	
Total	311	4996	1261	73	
SC					
OC Turn	6	128	74	14	2395
BC Turn	130	1641	368	34	
Total	136	1769	442	48	
ST					
OC Turn	-	16	7	3	544
BC Turn	-	421	92	5	
Total	-	437	99	8	
MUSLIM					
OC Turn	33	298	62	24	3254
BC Turn	139	2174	496	28	
Total	172	2472	558	52	
LC/AI					
OC Turn	11	120	27	2	1191
BC Turn	51	793	184	3	
Total	62	913	211	5	
OBC					
OC Turn	23	641	82	3	1760
BC Turn	41	796	170	4	
Total	64	1437	252	7	
VISWAKARMA					
OC Turn	19	212	93	4	979
BC Turn	32	506	111	2	
Total	51	718	204	6	
DHEEVARA					
OC Turn	4	162	21	4	538
BC Turn	18	239	83	7	
Total	22	401	104	11	
SIUC NADAR					
OC Turn	3	196	27	2	549
BC Turn	3	250	67	1	
Total	6	446	94	3	
OX					
OC Turn	0	41	8	1	327
BC Turn	7	215	50	5	
Total	7	256	58	6	
HINDU-NADAR					
OC Turn	3	122	16	7	389
BC Turn	10	187	36	8	
Total	13	309	52	15	

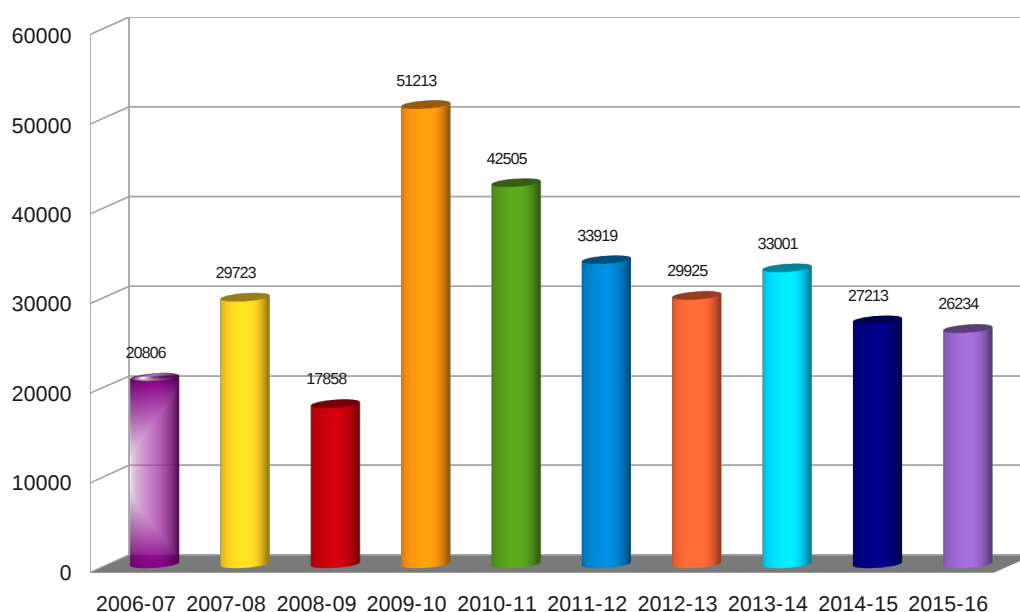
**RESERVATION GROUPS ADVISED ON OC AND BC TURNS STATISTICAL  
REPRESENTATION**



The details of candidates advised on recruitment during the year under report are furnished in **APPENDICES XIII&XIV**.

**COMPARATIVE ANALYSIS OF CANDIDATES ADVISED ON RECRUITMENT  
DURING THE LAST TEN YEARS**

Year	No. of Advice
2006-2007	20,806
2007-2008	29,723
2008-2009	17,858
2009-2010	51,213
2010-2011	42,505
2011-2012	33,919
2012-2013	29,925
2013-2014	33,001
2014-2015	27,213
2015-2016	26,234



### Details of Thrownout/Re-Registered during the Financial year 2015-'16

SL. No	Name of Post & Department	Date of Advice	No of Post Advised	Date of Re-Registration	Remarks
Head Office Thiruvananthapuram					
NIL					
Regional Office, Kollam					
1	Driver Gr.II/Driver HDV- Various Company/Board/ Corp.	12/02/15	KLR V(3) 393/11 Dtd. 12.02.2015 (One Candidate)	25/06/15	Treated as Thrownout as per Order in Lr.No.CR II(2) 1169/10 Dtd.25.06.2015
Regional Office, Ernakulam					
NIL					
Regional Office, Kozhikode					
NIL					
District Office, Thiruvananthapuram					
1	LGS Various	04/12/15	1	07/07/16	
2	Ayurveda therapist Ayurveda College	02/06/15	1	Not Re-registered	
District Office, Kollam					
1	LD Typist Various (Museum & Zoo)	12/12/14	1	19/09/16	Re-advised on 19/09/16



2	LGS Various (Social Justice Dept)	29/09/15	3		Re-advised on 05/04/16
District Office, Eranakulam					
1	LD Typist – Health	17/06/15	1	01/09/15	30/09/15
2	Driver(HDV) – Health	05/06/16	1	01/07/16	12/07/16
District Office, Thrissur					
NIL					
District Office, Palakkad					
1	L D Clerk – Stationery	25/11/15	1	01/07/16	Re-advised to Agriculture(HQ Vacancy) on 28/07/16
District Office, Malappuram					
1	LD Typist – Judiciary(Criminal)	05/10/15	1	01/12/15	Re-advised on 11/01/16
2	LD Typist – Urban Affairs	15/10/14	1	03/12/15	Re-advised on 28/12/15
District Office, Kozhikode					
1	LD Clerk – Various	07/03/15	1		Re-advised on 26/08/15
District Office, Wayanad					
1	LGS -Various	02/02/15	1	26/05/15	Re-advised on 11/06/15
2	LDC – Various	29/05/15	1	26/12/15	Re-advised on 27/01/16
3	LDC – Various	29/05/15	1	31/12/15	Re-advised on 27/01/16
4	LDC – Various	29/05/15	1	31/12/15	Re-advised on 24/06/16
District Office, Kannur					
1	LDC – Various	12/08/14	1	17/02/16	Re-advised on 30.03.2016 [Co-operative Department (HQ)]
District Office, Kasaragod					
NIL					

## CHAPTER-IX

### RECRUITMENT - COMPANIES / CORPORATIONS / BOARDS / LOCAL AUTHORITIES

Under Article 321 of the Constitution of India, an Act made by the Legislature of the State may provide for the exercise of additional functions by the Commission in respect of the Service of the Companies, Corporations and Boards & Local Authorities by the Kerala Public Service Commission Additional Functions Acts enacted by the Legislature from time to time. Selection process to various posts to these institutions are carried on in Corporation Wing which functions under a Joint Secretary. At present there are **103** Companies, Corporations, Boards and Local Authorities for which recruitment of candidates is made through Kerala Public Service Commission.

During the reporting year **59** posts were notified for selection to various posts in Companies, Corporations, Boards and Local Authorities for which **9,20,220** applications were received. **4,871** candidates were advised to these bodies.

## CHAPTER – X

### RECRUITMENT – CO-OPERATIVE SECTOR

The Kerala Public Service Commission (Additional Functions as Respects Certain Societies) Act has come into force as per Act 5/96 empowering the Commission to exercise additional functions in regard to the recruitment of employees in 15 Apex Co-operative Societies and District Co-operative Banks. The rules under the Act viz, The Kerala Public Service Commission (Consultation by Committee of Co-operative Society) Rules, 1998 were issued on 10.03.1998. Selection process to various posts to these bodies are carried out in Co-operative Sector Section, which functions under a Joint Secretary Selection process for 14 District Co-operative Banks, 15 Apex Co-operative Societies and 3 other societies are left under the purview of the Commission.

During the reporting year **110** posts were notified for selection to various posts in Co-operative sector for which **64,185** applications were received and also **385** candidates were advised by the commission.

## CHAPTER – XI

### SPECIAL RECRUITMENT FOR SCHEDULED CASTES AND SCHEDULED TRIBES

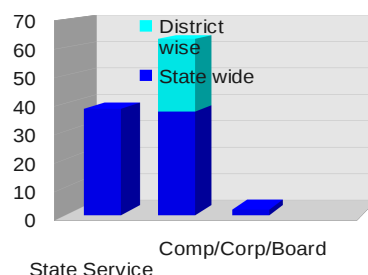
In accordance with the policy of the Government and as provided for in Rule 17 A of the Kerala State and Subordinate Service Rules, 1958 the Commission continued the Special Recruitment of Scheduled Caste/Scheduled Tribe candidates in respect of vacancies reported by the appointing authorities.

#### NOTIFICATIONS

During the year under report a total number of **103** posts were notified for Special Recruitment from among the Scheduled Castes and Scheduled Tribes. The break up is follows:

#### SPECIAL RECRUITMENT - POSTS NOTIFIED

Service	State wide	District wise
State Service	38	Nil
Subordinate Service	37	26
Company/Corporation/Board/Local Authority	2	Nil
Co-operative Institutions	Nil	Nil
<b>Total</b>	<b>77</b>	<b>26</b>



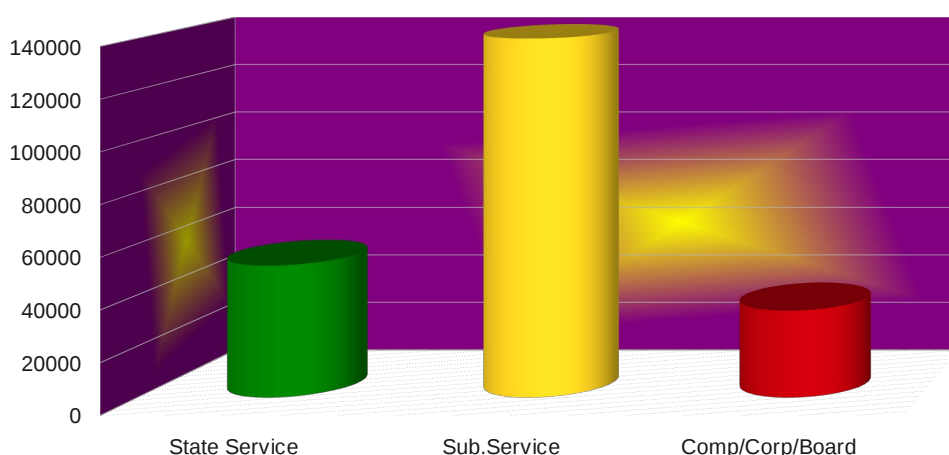
The details of notifications issued for Special Recruitment from among the Scheduled Castes and Scheduled Tribes furnished in **APPENDIX –III**

#### APPLICATIONS RECEIVED DURING THE YEAR

During the year under report a total number of **3,66,637** applications for **103** posts were received for Special Recruitment from the Scheduled Castes and Scheduled Tribes.

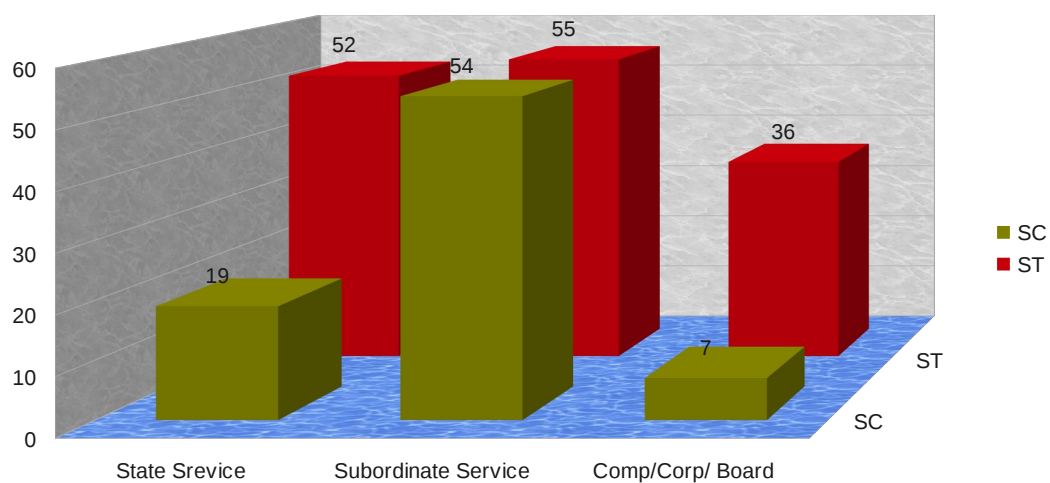
**SPECIAL RECRUITMENT - APPLICATIONS RECEIVED**

Service	State-wide		District wise		Total
	Posts	Applications	Posts	Applications	
State Service	38	51449	Nil	Nil	51487
Subordinate Service	37	1,39,969	26	141193	281225
Company/Corporation/ Board/Local Authority	2	33919	NIL	NIL	33921
Co-operative Institutions	NIL	NIL	Nil	4	4
<b>TOTAL</b>	<b>77</b>	<b>2,25,337</b>	<b>26</b>	<b>141197</b>	<b>366637</b>

**ADVICE ON SPECIAL RECRUITMENT**

The details of advice made under Special Recruitment from the Scheduled Castes and Scheduled Tribes are furnished as **APPENDIX – XIV**.

Service	Statewide				District wise			
	SC		ST		SC		ST	
	Male	Female	Male	Female	Male	Female	Male	Female
State Service	8	11	21	31	Nil	Nil	Nil	Nil
Subordinate Service	31	23	26	29	27	28	25	16
Company/Corp oration/Board/ Local Authority	5	2	24	12	9	6	1	Nil
Co-operative Institutions	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil
<b>TOTAL</b>	<b>44</b>	<b>36</b>	<b>71</b>	<b>72</b>	<b>36</b>	<b>34</b>	<b>26</b>	<b>16</b>

**SPECIAL RECRUITMENT-CANDIDATES ADVISED**

There had been paucity of qualified hands for recruitment to 35 posts. In such cases, the posts are re-notified for selection.

The details of posts for which there was paucity of qualified candidates are furnished as APPENDIX XVI

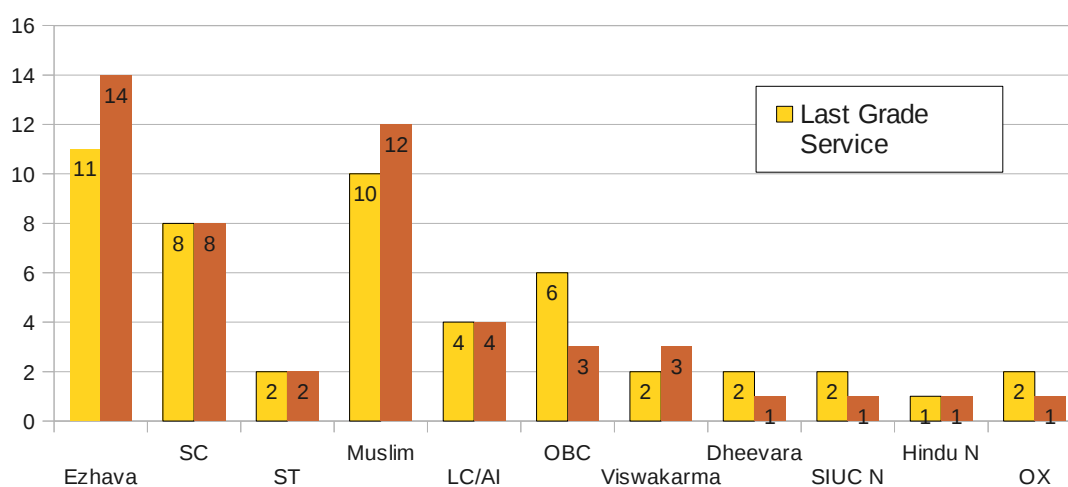
## CHAPTER-XII

### PERCENTAGE OF RESERVATION TURNS ALLOTTED TO SCHEDULED CASTES, SCHEDULED TRIBES AND OTHER BACKWARD CLASSES

The percentage of reservation allotted to different groups of communities in the list of Other Backward Communities, Scheduled Castes and Scheduled Tribes is as follows:

RESERVATION GROUP	PERCENTAGE	
	Posts included in LGS	Other than LGS
Ezhava	11	14
Scheduled Caste	8	8
Scheduled Tribe	2	2
Muslim	10	12
Latin Catholic/AI	4	4
Other Backward Classes	6	3
Viswakarma	2	3
Dheevera	2	1
SIUC Nadar	2	1
Other Christian	2	1
Hindu Nadar	1	1

### STATISTICAL REPRESENTATION



## CHAPTER – XIII

### REGIONAL OFFICES

Regional Offices at Kollam, Ernakulam and Kozhikode are headed by a Regional Officer in the cadre of a Joint Secretary and assisted by one Under Secretary and three Section Officers. An Enquiry Officer supervises the Enquiry section. Fair Copy Section is supervised by an Office Superintendent.

The work relating to the selections to posts in the Kerala State Rural Development Board and Development Authorities in Thrissur and Northern Districts, LGS in various company/board corporations, Vocational instructors in VHSC and certain posts of KSFE are allotted to the Regional Office, Kozhikode. The work relating to various posts in the Municipal Common Service and Greater Cochin Development Authority, LS GD, some posts under PWD, various company/corporation, Forest Industries Travancore LTD, etc. are allotted to Regional Office, Ernakulam. The posts relating to Thiruvananthapuram Development Authority, Idukki Development Authority and also relating to any other Developmental Authorities that are likely to fall within the region of Kollam, certain posts in Fire and rescue service Dept. Company/ Corporation, KFC, KSRTC etc are allotted to the Regional Office, Kollam.

The regional grouping of the District Offices is shown below for the purposes of work allotment and work sharing.

<b>Region</b>	<b>Districts</b>
Kozhikode (Northern)	Wayanad, Kasargod, Kannur, Kozhikode, Malappuram,
Ernakulam (Central)	Palakkad, Thrissur, Ernakulam, Alappuzha, Kottayam, Idukki
Kollam (Southern)	Thiruvananthapuram, Kollam, Pathanamthitta

## CHAPTER – XIV

### DISTRICT OFFICES

The Kerala Public Service Commission has District Office in all the 14 Districts. All of them, except that in Idukki, continued to function at the Head Quarters of the respective district. The District Office at Idukki is functioning at Kattappana.

#### ORGANISATIONAL SET UP

Each District Office is headed by a District Officer in the cadre of Deputy Secretary. There are three Under Secretaries in the District Office of the KPSC, Thiruvananthapuram, and two Under Secretaries each in the remaining District Offices. District Offices of Kollam, Thrissur, Kozhikode, Alapuzha, Palakkad, Kottayam have six sections supervised by 6 Section Officers. In other Districts viz. Kasargod, Wayanad, Idukki, Pathanamthitta there are 5 sections supervised by five Section Officers. In the District Office, Thiruvananthapuram there are 9 sections headed by 9 Section Officers and in District Office Ernakulam, Kannur and Malappuram there are 7 sections each headed by seven Section Officers. There is one Enquiry Counter at each District Office to furnish information to the Public.

#### NOTIFICATIONS

The particulars of the Notifications issued for selection through the District Offices are furnished in **APPENDIX-III**.

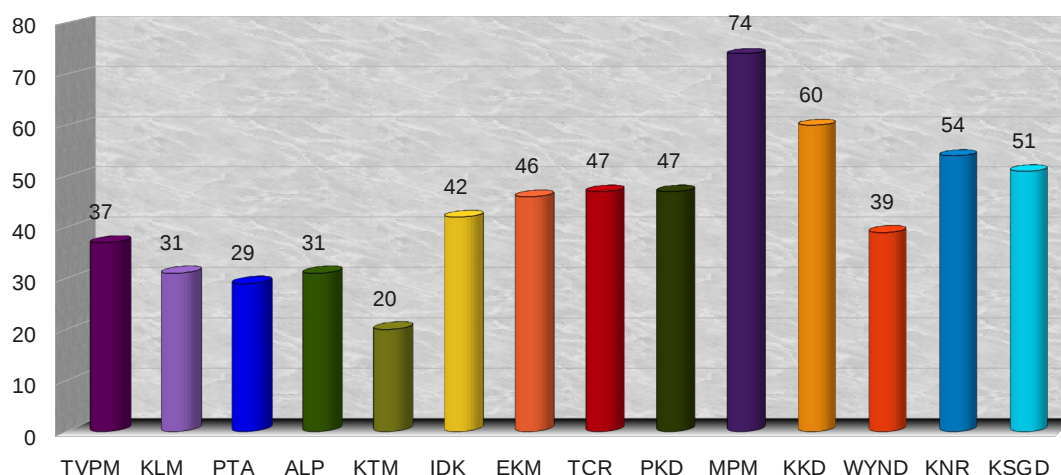
#### POSTS NOTIFIED- DISTRICT WISE

Sl No	District	General Recruitment			Special Recruitment		
		Sub. Service	Local Authority / Company / Corporation / Board	Co-operative Sector	Subordinate Service	Local Authority/ Company/ Corporation/Board	Co-Operative Sector
1	Thiruvananthapuram	35	-	-	2	NIL	NIL
2	Kollam	20	1	6	4	NIL	NIL
3	Pathanamthitta	18	1	8	2	NIL	NIL
4	Alappuzha	22	1	7	1	NIL	NIL
5	Kottayam	16	-	1	3	NIL	NIL
6	Idukki	32	-	8	2	NIL	NIL
7	Ernakulam	45	1	-	-	NIL	NIL



8	Thrissur	37	1	3	6	NIL	2
9	Palakkad	34	1	11	1	NIL	NIL
10	Malappuram	61	1	10	2	NIL	NIL
11	Kozhikode	43	1	16	-	NIL	NIL
12	Wayanad	27	-	10	2	NIL	NIL
13	Kannur	48	1	5	-	NIL	NIL
14	Kasaragod	41	1	8	1	NIL	NIL
	<b>TOTAL</b>	<b>479</b>	<b>10</b>	<b>93</b>	<b>26</b>	<b>NIL</b>	<b>2</b>

**STATISTICAL REPRESENTATION OF POSTS NOTIFIED- DISTRICT WISE**  
**INCLUDING SPECIAL RECRUITMENTS.**



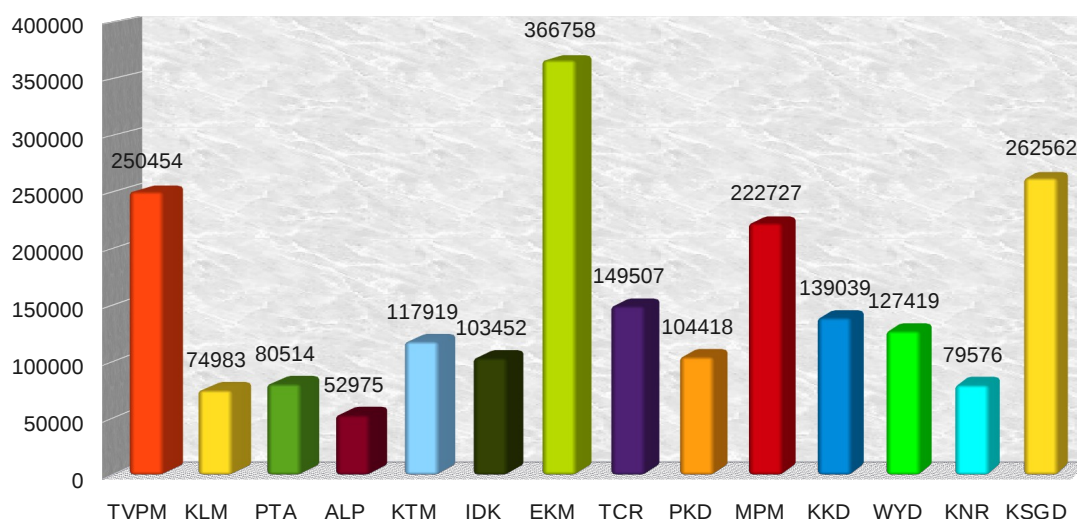
**THE DISTRICT-WISE BREAK-UP OF APPLICATIONS RECEIVED**

Sl. No.	District	General Recruitment						Special Recruitment				Total
		Subordinate Service		Local Authority/ Company/ Corporation/ Board		Co-operative Sector		Subordinate Service		Co-operative Sector		
		Posts	Applica- tions	Posts	Applica- tions	Post s	Appli- ca- tions	Post	Applica- tions	Post	Applica- tions	
1	TVM	35	241837	—	—	—	—	2	8617	NIL	NIL	250454
2	KLM	20	21080	1	33988	6	16228	4	3687	NIL	NIL	74983
3	PTA	18	62632	1	14403	8	8	2	3471	NIL	NIL	80514
4	ALP	22	18899	1	26748	7	30	1	7298	NIL	NIL	52975
5	KTM	16	111658	-	-	1	-	3	6261	NIL	NIL	117919
6	IDK	32	98681	-	-	8	7	2	4764	NIL	NIL	103452
7	EKM	45	322916	1	43842	—	-	-	NIL	NIL	NIL	366758

8	TSR	37	60104	1	28066	3	6	6	61327	2	4	149507
9	PKD	34	57760	1	35293	11	4	1	11361	NIL	NIL	104418
10	MPM	61	193626	1	28315	10	11	2	775	NIL	NIL	222727
11	KKD	43	67273	1	34898	16	36868	-	NIL	NIL	NIL	139039
12	WYD	27	94816	-	-	10	5856	2	26747	NIL	NIL	127419
13	KNR	48	50816	1	28758	5	2	-	NIL	NIL	NIL	79576
14	KGD	41	236774	1	14711	8	3192	1	7885	NIL	NIL	262562
<b>TOTAL</b>		<b>479</b>	<b>1638872</b>	<b>10</b>	<b>289022</b>	<b>93</b>	<b>62212</b>	<b>26</b>	<b>142193</b>	<b>2</b>	<b>4</b>	<b>21,32,303</b>

**Total number of posts : 610**

**Total numbers of applications : 21,32,303**



### **DISTRICT-WISE- APPLICATIONS RECEIVED**

### **RANKED LISTS FINALISED**

The particulars of the ranked lists finalized during the year for the posts under District-wise selections are furnished in **APPENDIX-IX**

### **RANKED LISTS IN FORCE AT THE CLOSE OF THE YEAR**

The particulars of Ranked Lists in force in the District Offices at the close of the year under report are furnished in **APPENDIX-X**.

### **RANKED LISTS EXPIRED/CANCELLED**

The particulars of Ranked Lists in the District Offices cancelled or expired during the year are furnished in **APPENDIX XI**

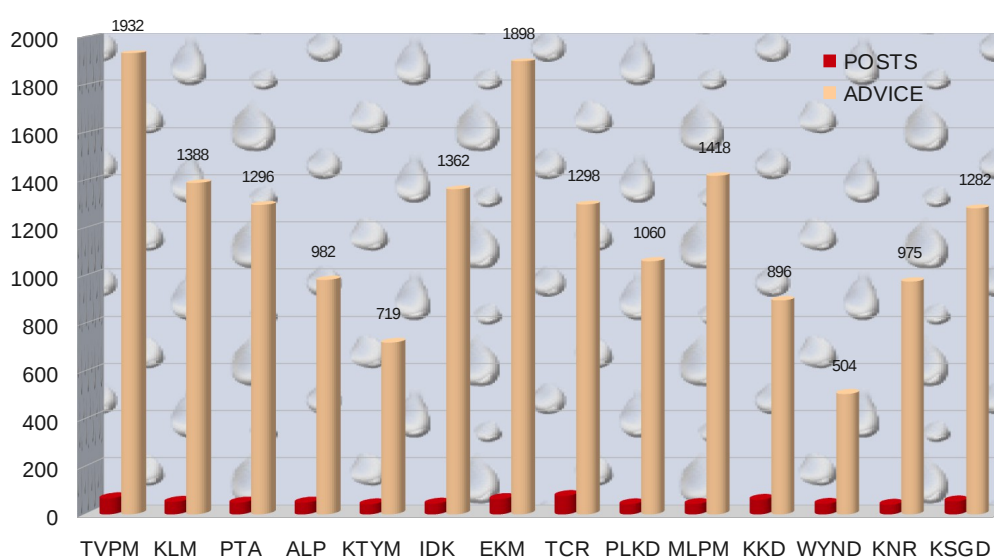
## ADVICE ON RECRUITMENT

The details of candidates advised on recruitment from the District Offices during the year are furnished in **APPENDIX XIII**. The District wise breakup of the advice made on recruitment in the District Offices is as follows: -

### CANDIDATES ADVISED FROM DISTRICT OFFICES(GENERAL RECRUITMENT)

Sl. No.	District	No. of posts	No. of candidates advised
1	Thiruvananthapuram	67	1,932
2	Kollam	52	1,388
3	Pathanamthitta	49	1,296
4	Alappuzha	49	982
5	Kottayam	42	719
6	Idukki	45	1,362
7	Ernakulam	64	1,898
8	Thrissur	77	1,298
9	Palakkad	42	1,060
10	Malappuram	43	1,418
11	Kozhikode	61	896
12	Wayanad	44	504
13	Kannur	40	975
14	Kasaragod	54	1,282
<b>TOTAL</b>		<b>729</b>	<b>17,010</b>

### ADVISED FROM DISTRICT OFFICES(GENERAL RECRUITMENT)



## **CHAPTER – XV**

### **RECRUITMENT - GENERAL FEATURES**

#### **PAUCITY OF QUALIFIED CANDIDATES**

There was paucity of qualified candidates in the case of General Recruitment in respect of **22** posts. The details of such posts are given in **APPENDIX-XVI**.

#### **DELAY IN APPOINTING CANDIDATES ADVISED BY THE COMMISSION**

**8**(Eight) cases of delay in appointing candidates by the Appointing Authority were reported during the year 2015-2016. Details can be seen in **APPENDIX-XVII**.

#### **CANCELLATION OF REQUISITION**

No cases of cancellation of requisition have been reported during the year under report. (**APPENDIX-XV**).

## **CHAPTER – XVI**

### **DEPARTMENTAL TESTS**

#### **CONDUCT OF DEPARTMENTAL TESTS**

Departmental Tests of July 2015 have been conducted from 30.07.2015 to 19.8.2015 and Departmental Tests of January 2016 have been conducted from 30.01.2016 to 18.02.2016. The details of various tests and papers conducted, details of candidates admitted and a list of centres selected for the same during the period from 1.4.2015 to 31.03.2016 are shown in the separate lists attached in **APPENDIX – XXVIA**.

The list of various special tests is shown in the list attached in **APPENDIX-XXVIB**.

#### **PUBLICATION OF RESULTS**

The Result of the Departmental Tests July 2015 was published on 05-11-2015 and that of January 2016 was published on 04-05-2016 The details showing the results of the various Departmental Tests are furnished in **APPENDIX XXVII A**. Details regarding the result of the special tests are furnished in **APPENDIX-XXVII B**. There were **113** tests (including **22** Special tests) and these tests were conducted in **71** centres throughout the

state. The details are shown in **APPENDIX XXVII C**. Departmental and Adhoc Tests including Departmental Examinations for Junior Members of the IAS, IPS & IFS were also held during the year under report. The particulars regarding the publication of results are given in **APPENDIX XXVII B**.

### **CASES OF RECHECKING**

237 applications were received during the year under report for rechecking of answer scripts (Exam -January 2015-81 applications & July 2015 -156 applications) of which **no** candidate is found eligible on rechecking were declared to have passed the respective tests.

### **ISSUE OF CERTIFICATES OF DEPARTMENTAL TESTS**

Total applications received during the year under report for certificates were **16,246** **4,364** applications were pending at the beginning of the year under report. **18,957** certificates were issued during the year under report. The number of applications pending at the close of the year is **1, 653**

## **CHAPTER – XVII**

### **DEPARTMENTAL PROMOTION COMMITTEE**

Promotions to posts which are declared as selection posts in all departments have to be made on the recommendation of the D.P.C. presided over either by the Hon. Chairman or a Member of the P.S.C. During the year under report the Hon. Chairman and Members of the Commission as the case may be presided over **341** meetings of the DPC for various Departments. During the year under report no new DPC were constituted. Details of the meetings held are shown in **APPENDIX-XXVIII**.

## **CHAPTER XVIII**

### **RULES RELATING TO STATE AND SUBORDINATE SERVICES AND OTHER RELATED REFERENCES**

One of the most important functions of the Commission under Article **320(3)(a)** and **(b)** of the Constitution is to advise Government on matters relating to methods of recruitment to various posts in the State and Subordinate Services and also on the principles to be followed in making appointments to such posts and in making promotion and transfers thereto from lower posts in the service and from other services respectively.

## STATUTORY RULES RELATING TO GOVERNMENT SERVICES

**13** proposals for framing rules relating to the State Services and to the Subordinate Services were pending at the beginning of the year and **2** proposals were received for advice during the year under report. Advice was tendered on **3** rules, relating to the State Services and the Subordinate Services, during the year.

- a. Total number of proposals for framing rules pending at the beginning of the year : **13**
- b. Proposals for framing rules relating to the state services and subordinate services : **2**
- c. Number of rules on which advice was tendered : **3**

## AMENDMENTS TO RULES

The number of proposals for amendments to Rules pending at the beginning of the year was **18** for State Services and Subordinate Services. Proposals for **53** amendments to the State Services and the Subordinate Services rules were received during the year under report. Advice tendered on **51** amendments to the rules relating to State Services and the Subordinate Services during the year. Special Rules yet to be received on **26** cases.

Particulars of advice tendered on amendment to rules are given in **APPENDIX XXIX**.

## RECOGNITION OF QUALIFICATIONS

No proposal for recognition of qualification was pending at the beginning of the year. No proposals for recognition of qualifications were received during the year under report.

Proposals for amendments to State Services and rules received during the year	<b>53</b>
Advice tendered on amendments to rules during the year	<b>51</b>
Special rules to be received in cases	<b>26</b>
Number for proposals for recognition of qualification pending at the beginning of the year	<b>Nil</b>
Number for proposals for recognition of qualification received during the year	<b>Nil</b>
Special Rules yet to be received	<b>3</b>

**PARTICULARS OF ADVICE TENDERED ON**  
**RULES/AMENDMENT TO RULES etc.**  
**RELATING TO RECRUITMENT, RECOGNITION OF**  
**QUALIFICATION AND OTHER MISCELLANEOUS REFERENCES**

<b><i>Sl. No.</i></b>	<b><i>Name of Department</i></b>	<b><i>Post</i></b>
1	Agriculture	Kerala Agricultural State Service Rules Framing of rules – reg.  Advice tendered on 04.07.2015
2	Agriculture – Soil Survey & Soil Conservation Dept.	Joint Director/Principal Soil Chemist – Upgradation – Amendment reg.  Advice tendered on 12.08.2015
3	Dairy Development Dept.	Dairy Development Officer – By Transfer – Acceptability of qualification – reg. Advice tendered on 15.05.2015
4	Higher Secondary Education Dept.	HSST (Jr.)History – Smt.Leema.T. - Appointment under humanitarian consideration – Reg. Advice tendered on 14.05.2015
5	Agriculture Dept.	Agri.Officer (13 % Quota ) Agri.Asst. - Eligibility Test – Reg. Advice tendered on 06.07.2015
6	Social Justice Dept.	Superintendent - Welfare Institution Gr.II – Deletion of further category – Amendment reg.  Advice tendered on 10.08.2015
7	Agriculture Dept.	Agri.Asst.(By Transfer) – Endurance Test conducting of – Reg.  Advice tendered on 24.11.2015

8	General Education Dept.	Sri.Baburajan.V.G. - Visually Challenged candidate – Appointment under humanitarian consideration for the Post of HSST(Political Science) – Reg.  Advice tendered on 12.08.2015
9	Forest & Wildlife Dept.	Re-appointment of Sri.P.H.Rajesh who had resigned from the post of Forest Guard -Forest & Wildlife Dept. - Reg.
10	Animal Husbandry	Amendment to Special Rules – Livestock Inspector Gr.II – Filling up of PH vacancies from Open Quota – Reg. Advice tendered on 18.12.2015
11	Social Justice Dept.	Women Protection Officer – Amendment to Promotion Channels – Reg.  Advice tendered on 18.12.2015
12	Forest & Wildlife Dept.	Beat Forest, Range Forest Officer – Physical Efficiency Test – re-chance to Pregnant Ladies – Reg.  Advice tendered on 07.11.2015
13	Forest & Wildlife Dept.	Special Rules Amendment for relaxation of Physical Measurements to SC/ST candidates for the Post of Range Forest Officer – Reg. Advice tendered on 22.03.2016
14	Animal Husbandry	Amendment to the Special Rules of Kerala Animal Husbandry Subordinate Service Rules – Qualifications of Chick Sexer, Refrigeration Mechanic etc. Advice tendered on 27.01.2015
15	Social Justice Dept.	Appointment to Physically Challenged candidate included in the Ranked List – Reg.  Advice tendered on 30.10.2015



16	Social Justice Dept.	Interpreters service to Hearing Impairment candidates – providing of – reg.  Advice tendered on 30.12.2015
17	Ground Water Dept.	Inclusion of Tractor Driver Post in Special Rules – Reg.  Advice tendered on 15.02.2016
18	Sports & Youth Affairs Dept.	Granting of extra marks to sports persons who had participated in National Games (35- mw) – Reg.  Advice tendered on 06.02.2016
19	Social Justice Dept.	Re-dsignation of Probation Officer Gr.I/Gr.II – Reg.  Advice tendered on 22.03.2016
20	General Education Dept.	Appointment to Sri.Baburaj – Visually Challenged under humanitarian consideration – Reg. Advice tendered on 19.02.2016.
21	Social Justice Dept.	Women Protection Officer – Inclusion of Feeder Categories - Amendment to Special Rules – Reg. Advice tendered on 30.03.2016
22	Industrial Training	Appointment of candidate from the abolished post of Forger & Heat Treater to the post of Plumber – Reg. Advice tendered on 18.02.2016
23	Economics & Statistics	Statistical Asst. Gr.II/Computer Operator Gr.II - Admissibility of Qualifications - Reg. Advice tendered on 05.01.2016
24	LSGD	Regular Appointment to SC Employees who had worked in AHADS to Various Departments – Reg. Advice tendered on 31.12.2015

25	Industrial Training	Consideration of Mechanical Agriculture Machinery NTC/STC Certificate as alternative qualification for the posts in which Mechanic Tractor Trade NTC/STC Certificate – Reg. Advice tendered on 18.10.2015
26	AV(3)2657/15/GW LPSA Kannada NCA – LC/AI	Sub committee proposal agreed to. Decision No.44 dtd.27.04.2015.
27	AV(3)1259/15/GW General transfer of Office Superintendents reg:	Decided to follow the orders of the Government. Decision No.34 dtd.27.04.2015
28	AV(3)2177/15/GW Modification of Transfer principles inclusion of ex-servicemen reg:	Decided to follow the orders of the Government. Decision No.35 dtd.27.04.2015
29	AV(3)42806/10/GW Amendment to Rule 4 Part II KS&SSR introduction of Online application reg:	Proposal of Sub Committee agreed to. Decided to intimate the Government the reasons for which the amendments of rule 4 Part II KS&SSR not to be given retrospective effect. Decision No.27 dtd 27.04.2015
30	AV(3)12395/14/GW Proposal of Backward Development Commission to avoid weightage marks reg:	Proposal of Sub Committee agreed to Decision No.33 dtd 27.04.2015
31	A V(3) 20851/11/GW Disability Certificate issuing – Reg.	Deferred to next Commission with full text of G.O Decision No.42 dtd 27.04.2015
32	A V(1) 10702/14/GW Request for permanent appointment for Daily Wage Employees	Decided to disagree with the Government proposal. Decision No.57 dtd 27.04.2015
33	A V(1)425/14/GW Forest Department – Request for B/T by Sri. T.R. Suresh	Decided to stick on the earlier decision of the Commission. Decision No.49 dtd 27.04.2015
34	A V(1)442/15/GW LSG Dept. - Request by Smt. R. Reshmi – Seeking approval for Appointment as L D Clerk	Decided to not to agree with the proposal of the Government.
35	A V(1)11312/14/GW Industrial Training Department – Request for Reappointment of Resigned Candidates	Decided to stick on the earlier decision of the Commission Decision No.38 dtd 27.04.2015
36	A V(1)12353/14/GW L D Typist – Various Amendment of Special Rules.	Proposal of the Government with regard to the qualifications accepted. But the proposal for renotification not accepted as it is against rules. Amendment to the qualifications for the posts of LD Typist, Typist Clerk, Clerk Typist kept in abeyance. Decision No.17 dtd 15.06.2015

37	A V(1)3821/14/GW L D C – Various Dept. - Qualification -- DCA - Reg.	DCA should not be prescribed as an additional qualification for LDC. Decision No.51 dtd 27.04.2015
38	A V(1) 12935/14/GW Inclusion of Senior Administrative Assistant in Forest & Wild Life Dept. in Kerala General Service.	The Commission have decided to disagree with the Govt. proposal. Decision No.50 dtd 27.04.2015
39	A V(2) 6654/13/GW By transfer – Feeder category - at the time of Advice - reg:	The Commission have decided to disagree with the Govt. proposal. Decision No.32 dtd 27.04.2015
40	A V(3)830/15/GW Absorption of Staff of Veleswaram AUP School into Govt. Service Reg.	Decided to agree the proposal of Government. Decided to absorb Sri.K. Jayan who has not completed 5 years in service along with the teaching/non teaching staff of the School subject to conditions. Decision No.14 dtd 25.05.2015
41	A V(2)2376/14/GW Fireman Driver -Cum – Pump Operator	Decided to seek concurrence of the Government to amend the first Proviso to Rule 13 of KPSC Rules of Procedure. Decision No.11 dtd 01.06.2015
42	A V(3)8175/14/GW Pensionary benefits of Sri. Njanappan, (Rtd.) Co-Operative Dept. Class IV Officer - Reg.	Decided to send letter to Government. Departmental enquiry shall be conducted in District Office. Decision No.17 dtd 08.06.2015
43	A V(2)10248/14/GW Regularisation of Sri.K.Pavitrana - Daily wage worker	Decided to disagree with the proposal of the Government to regularise K.Pavitrana in Government Service. Decision No.20 dtd 08.06.2015
44	A V(1)2510/15/GW Police Service – Sri.Roymon PC 6902 – By transfer posting reg:	Decided to agree the Sub Committee decision to transfer Sri.PC.Roymon to ministerial cadre in the same scale of pay Decision No.20 dtd 08.06.2015
45	A V(1)12353/14/GW L D Typist – Various - Qualification as SSLC – Renotifying of – Reg.	Government proposal regarding qualification accepted. But decided not to agree with the Government proposal for renotification. Decision No.17 dtd 15.06.2016
46	A V(3)29129/07/GW Promoting Official language – amendment in probation rules reg:	Draft Rules approved. Commission will decide Syllabus for examination. Decision No.16 dtd 29.06.2015
47	A V(1)2511/15/GW GAD – representation submitted by wife of J.Sathynathan A.S.O – reg:	Proposal of the Sub Committee not to agree with the Government Proposal under any circumstances approved. Decision No.32 dtd 20.07.2015
48	A V(1) 1264/15/GW Forest & Wildlife Dept. - Sri.Santhosh.B Driver – request for By transfer – reg:	Commission is dissenting with the Government decision. Decided to agree the Proposal of the Sub Committee that the subjects coming under Rule 47 PWD Act can be considered by the Government as per KS&SSR . Decision No.34 dtd 20.07.2015

49	A V(1)10701/14/GW VHSE Dept. - Change of Post - Sri.Shaji.S Vocational Instructor reg:	Government not clarified to which post appointment is given. Proposal of the Sub Committee that the benefit due to the accident occurred during the time of duty cannot be given to a person who has been availed the benefit of differently abled persons at the time of appointment (S.47 of PWD Act) Decision No.33 dtd 20.07.2015
50	A V(3)761/09/GW Amendment to Rule 15, Part II KS&SSR	Draft Rule approved. Decision No.20 dtd 20.07.2015
51	A V(1)10167/14/GW Home Department – Police Service – reappointment to the Police – request reg:	Dissenting with the Government decision to reappoint. Decision No.13 dtd 27.07.2015
52	A V(1) 4117/15/GW Reappointment of R.R.Vasudevan, who has been resigned from service reg:	Decided to disagree with the Government decision. Decision No.25 dtd 14.09.2015
53	A V(1)8601/14/GW Medical Education Department – regular appointment of Sri.R.Shailakumar, Daily wage Pump Operator.	Decided to disagree with the Government decision. Decision No.28 dtd 14.09.2015
54	A V(3)4779/15/GW Amendment to Rule 2(6) of KS&SSR Part I 1958	Decided to agree with Government decision. (Decision No.27 dtd 14.09.2015)
55	A V(3) 5125/15/GW Amendment to the Public Services (Raising of Upper age limit for appointment) Rules 2015 – reg.	Decided to agree with Government decision. Decision No.33 dtd 14.09.2015
56	A V(3)4780/15/GW Amendment to KCS (CC&A) Rule 15 – reg:	Decided to agree with Government decision. Decision No.36 dtd 14.09.2015
57	A V(3)5754/15/GW Kerala (Scheduled Caste & Scheduled Tribes) Regulation of Issue of Community Certificate Rules 2002.	Deferred Decision No.37 dtd 14.09.2015
58	A V(2) 4182/02/GW Ranked List Extension – reg.	Ranked List extended up to 31.03.2016. Decision No.24 dtd 14.09.2015
59	A V(2)8098/14/GW Service benefits of Sri.P.J.Vinod, appointed in Sports Quota reg:	Commission decided to declare the probation of Sri.Vinod.P.J based on the date of acquisition of test qualification(21.01.12) (Deemed declaration) and absorb him as the junior most(as on 21.01.12) in the promoted highest cadre(regulation cadre) and to give seniority and subsequent promotion based on that. Decision No.34 dtd 14.09.2015
60	A V(3)5754/15/GW Kerala (Scheduled Caste & Scheduled Tribes) Regulation of Issue of Community Certificate Rules 2002.	Circular shall be issued and necessary amendment shall be incorporated in the General conditions also. Decision No.13 dtd 28.09.2015

61	A V(1) 4154/14/GW G.O(P)40/13/SJD dtd 18.05.2013. Service benefits of physically disabled obtained appointment based on orders	Proposal of the Govt. agreed. Decision No.29 dtd 12.10.2015
62	A V(1)11865/13/GW By transfer posting of Sri.Mohammed Haris - Police Constable (Driver) as LD Clerk reg-	Commission Stick on its earlier decision. Sub Committee decision approved. Decision No.28 dtd 12.10.2015
63	A V(2)13107/13/GW Inclusion of Low paid employees of Kerala Public Service Commission in Secretariate Subordinate Service reg-	Commission decided to stick on to its earlier decision. Decision No.23 dtd 12.10.2015
64	A V(1)868/14/GW L D Typist – Computer Word Processing – Qualification – Reg.	Proposal of the Sub Committee approved. Decision No.18 dtd 23.11.2015
65	A V(1)11684/14/GW Sri. Prakasan. M.K – L D Typist – EEA – Service benefits reg-	Proposal of the Sub Committee approved. Decision No.24 dtd 23.11.2015
66	A V(2) 10248/14/GW Jails Department – regularisation of Sri.K.Pavitrnan reg-	Decided to stick on to the Commission's earlier decision to disagree with the Government decision. Decision No.20 dtd 23.11.2015
67	A V(3) 27924/12/GW KCS(CC&A) Amendment to Rules reg -	Decided to agree with the Government proposal. Decision No.21 dtd 23.11.2015
68	A V(2) 11197/15/GW Benefit of Para 2 (ii)in the General Conditions to be given to overaged SC/ST candidates reg -	Legal Opinion of the LR (H.C) shall be sought. Decision No.9 dtd 21.12.2012
69	A V(1)9205/15/GW Sri.Reji.P.Thomas, Full time Menial (Physically Handicapped)who had met with accident - appointing to the post of Peon reg -	Proposal of the Sub Committee that promotion to a higher post is against rules approved. Decision No.9 dtd 14.12.2015
70	A V(2)8453/15/GW Assistant Conservator of Forest (SR for SC/ST) Walking Test absence reg -	As per KPSC rules of procedure Rule 22 explanation is to be sought via Head of the Department (follow up action to be received through SSI). Decision No.8 dtd 21.12.2015
71	A V(2) 17569/04/GW Secretariat Subordinate Service – Special Rules Amendment (Legal Assistant) Reg.	Sub Committee proposal agreed. Recommended to request the Government for follow up action on the letter dated 18.10.2013 and it is to be brought to the notice of the Government regarding the unnecessary delay. Decision No.53 dtd 11.01.2016

72	A V(2) 27/16/GW Appointment of Assistants to Universities from the list of Secretariate Assistant reg -	<p>No document relating to rule entrusting the selection process(Non-Teaching staff) of Universities to PSC is yet received. Along with the rules, as per Article 321 of the Constitution of India, KPSC Consultation Regulation rule and recruitment rules are to be published as notification. Then special rules to be framed. Explaining all this steps executive orders to be published. Until completing this, no advice can be given by the Commission. Dec. No. 63 dtd. 11.01.2016</p> <p>The Commission can advise candidates within 6(six) months if an Executive Order is issued prescribing the Mode of Selection, Qualification, Scale of Pay and the duly filled up Proforma for reporting vacancies Decision No.63 dtd 11.01.2016</p>
73	A V(1)5519/15/GW Villageman (Revenue Dept.) in Malappuram District - Inclusion of Sri. Riyas Babu & Smt. Prema P.J – Report – Reg.	Recommendation of the Sub Committee to include the complainants in the Ranked list approved. Decision No.55 dtd 11.01.2016
74	A V(1)5255/15/GW Reference Text for Dept. Exam – Reg.	Sub Committee decision that Private books and publications shall not be allowed in the departmental test approved. Decided to communicate to the Government for publishing books. Decision No.50 dtd 11.01.2016
75	A V(3)34837/89/GW Amendment of Special Rules of Kerala Revenue Subordinate Service – Reg.	Government proposal to exclude the Junior Superintendent/Deputy Thahsildar from Higher Survey Test approved by the Commission. Decision No.26 dtd 08.02.2016
76	A V(2)27/16/GW Appointment in Universities – reg.	<ol style="list-style-type: none"> <li>1. Decided to notify the posts.</li> <li>2. Date of Examination, Date of publication of porbability list and Ranked list to be included in the Notification.</li> <li>3. Candidates should be advised within 6 months</li> </ol> Decision No.48 dtd 14.03.2016
77	A V(2)17514/12/GW Posting of Kum.Lekha.G as Computer Assistant who had been working on Daily Wage basisr - reg -	Decided to disagree with the Government proposal. Decision No.33 dtd 14.03.2016
78	A V(2)4182/02/GW Ranked List Extension – Reg.	Decided to extend the validity of the Ranked lists which are completing three years and not completing 4.5 years existing on 31.03.2016 validity up to 29.06.2016 to a further period the 3 months or publiction of new lilsts whichever is earlier. Decision No.49 dtd 14.03.2016

79	A V(1) 9186/14/GW Appointment of Smt.Sindhu.P.K, Wife of Sri.Rajan.T, who was a Driver on temporary basis died in an accident at Cheeyapara, Idukki by landslide reg -	Decided to disagree with the Government proposal. Decision No.37 dtd 14.03.2016
80	A V(1) 272/16/GW Posting of Kum.Fareeda.M as LD Clerk in Revenue Department who was the sister of Sri.Anas who had shot dead in NCC Camp at Koothuparambu – reg -	Decided to disagree with the Government proposal. Decision No.34 dtd 14.03.2016

## CHAPTER – XIX

### ADDITIONAL FUNCTIONS IN RESPECT OF THE KERALA STATE ROAD TRANSPORT CORPORATION, KERALA STATE ELECTRICITY BOARD AND GOVERNMENT OWNED COMPANIES AND CORPORATIONS

Consequent on the entrustment of additional functions to the Commission as regards recruitment under the Kerala State Electricity Board, Kerala State Road Transport Corporation and Government owned Companies and Corporations, the question of framing special rules relating to the various services under the above mentioned bodies have been taken up by them with the Commission. A list of the Companies/Corporations/Boards under the purview of the Commission is given in **APPENDIX-XXIV**. Details of advice tendered on the proposal for framing special rules etc. to various services under the Companies/Corporation/Board during the year under report are given in **APPENDIX-XXX**.

#### STATUTORY RULES RELATING TO COMPANIES/CORPORATIONS/ BOARDS

No proposal for framing rules relating to various Companies/Corporations and Boards were pending at the beginning of the year.

Proposals received during the year under report – Nil

No Advice was tendered on rules.

#### AMENDMENT TO RULES

Number of proposals for amendment to rules relating to various Companies/Corporations/Boards pending at the beginning of the year	3
Proposals for amendments received during the year	5
Advices were tendered on cases during the year	2

## RECOGNITION OF QUALIFICATIONS

No reference about recognition of qualification was received during the year under report and no advice was tendered. There was no case where Government have issued orders on the advice tendered.

## **CHAPTER – XX**

### **ADDITIONAL FUNCTIONS IN RESPECT OF SERVICES UNDER LOCAL AUTHORITIES**

Consequent on the entrustment of Additional functions to the commission as regards recruitment to various posts under the local authorities the question of framing special rules regarding various posts under the above bodies have been taken up by the commission.

A list of local authorities under the purview of the commission is given in the Appendix XXV the details regarding the advice proposals for framing special rules etc to various posts under the local authorities during the year under report are given in the **Appendix XXXI.**

#### **I. STATUTORY RULES RELATING TO SERVICE**

NIL

#### **II. RECOGNITION OF QUALIFICATION**

NIL

#### **III. MISCELLANEOUS REFERENCES**

NIL

<b>Sl. No.</b>	<b>List of Local Authorities under the purview of the Commission</b>
----------------	--

- |   |                                      |
|---|--------------------------------------|
| 1 | Greater Cochin Development Authority |
| 2 | Municipal Common Service             |
| 3 | Trivandrum Development Authority     |



## CHAPTER – XXI

### ADDITIONAL FUNCTIONS IN RESPECT OF THE SERVICES UNDER CO-OPERATIVE SECTOR

The Government had issued Ordinance Number 10 of 1995 (Order No.6434/by B2/95 Law dated 29.04.1995) By amending the Kerala Co-operative Societies (Amendment) Ordinance 1995 (Order No.14713/by B2/95 Law dated 27.10.1995) by amending Kerala Public Service Commission Additional functions in respect of certain Societies Ordinance 1995. Accordingly, Act 5 of 1995 and Act 6 of 1995 were issued. As such G.O (P) No.41/98/Co-op dated 09.03.1998 was issued and recruitment to the posts of 14 District Co-operative Banks and 15 Apex Societies come under the purview of Kerala Public Service Commission. Later 3 more societies (Charitable) have been brought under the purview of the Commission as per G.O. (P) No.35/99/GAD dated 18.08.1999. Rules have been formulated for the Apex Societies and 14 Co-operative Banks, which came under the purview of the Kerala Public Service Commission as per the above orders.

#### CO-OPERATIVE SECTOR

#### 1. STATUTORY RULES RELATING TO SERVICE

a)	Total Number of Rules pending at the beginning of the year	3
b)	Number of Rules received for advice	2
c)	Number of Rules on which advice was tendered	NIL
d)	Total Number of amendments to Rules pending at the beginning of the year	3
e)	Number of amendments to Rules received during the year	10
f)	Number of amendments to Rules on which advice was tendered	NIL
g)	Number of Special Rules yet to be received	5
<b>a.</b>	<b>Total Number of Rules pending at the beginning of the year</b>	
1	Kerala State Agricultural and Rural Development Bank	

- 
- |  |  |     |
|--|--|-----|
| 2  | Kerala State Co-operative Rubber Marketing Federation Ltd                                    |     |
| <br><b>b. Number of Rules received for advice</b>                                      |  | NIL |
| <br><b>d. Total number of amendments to Rules pending at the beginning of the year</b> |  |     |
| 1  | Consumer Fed   |     |
| 2  | Kottayam DCB - Lift Operator/Peon  |     |
| 3  | Amendment of Recruitment Rules of 14 DCBs in accordance with relevant amendment in KCS Rules |     |
| <br><b>e. Number of amendments to Rules received during the year</b>                   |  |     |
| 1  | DCB Kottayam   |     |
| 2  | KSCARD Bank - General Manager  |     |
| <br><b>g. Number of Special Rules yet to be received</b>                               |  |     |
| 1  | The Kerala State Cashew Workers Apex Industries Co-operative Society Ltd.                    |     |
| 2  | The Kerala State Co-operative Textile Federation Ltd.  |     |

## MISCELLANEOUS REFERENCE

No miscellaneous reference was pending at the beginning of the year.

## CHAPTER - XXII

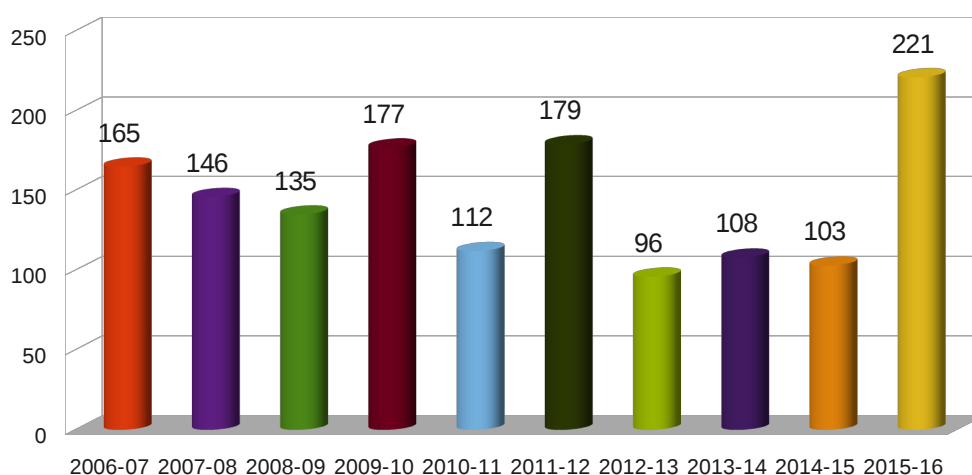
### DISCIPLINARY CASES

One of the important functions of the Commission under Article 320(3)(c) is to advise Government on all disciplinary matters affecting Government Services.

Number of disciplinary cases pending with the Commission at the beginning of the

year was **156**. A total of **166** cases were received from the Government during the year under report. The Commission tendered their advice on **221** cases. The number of cases pending with the Commission at the close of the year under report is 101. The number of cases pending with the Government were **264**

**Statistical representation-Advice tendered on disciplinary cases during the last ten years**



## CHAPTER – XXIII

### LITIGATIONS INVOLVING THE COMMISSION

(a)	Total number of cases (WP(c),WA,SLP,CA etc.) relating to the Commission pending for final disposal in the, High Court, Supreme Court at the beginning of the year	6489
(b)	Number of cases relating to the Commission filed during the year.	1162
(c)	Number of cases relating in which SF/CA have been filed	703
(d)	Number of cases disposed of	389
(e)	Number of cases pending for disposal	7186

## **CHAPTER – XXIV**

### **COMMITTEE FOR REDRESSAL OF COMPLAINTS OF WOMEN EMPLOYEES**

Based on the Supreme Court judgement dated 13.08.1997, the Government have directed PSC to set up a complaint redressal mechanism and to constitute a Committee for the time bound redressal of complaints of women employees in accordance with the guidelines laid down by the Supreme Court. Accordingly the Commission have constituted a Committee with effect from 25.04.2001 and the same is functioning effectively in this office in tune with the guidelines of the Apex Court. The Committee comprises the following members as on 31.03.2016.

Smt. D.Geethakumari (Addl: Secretary-GR)	- Chairperson
Smt. R. Geetha (Joint Secretary)	- Member of the Committee
Shri. John Kurian (Under Secretary)	- Member of the Committee
Dr. D. Maya (Former Principal -Uty College)	- Member of the Committee

During the reporting year the Committee was convened four times on 20/04/2015, 04/05/2015, 06/06/2015 and 25/06/2015 . Three complaints were received from the women employees during the year under report. And two of them are disposed. One case is pending.

## **CHAPTER – XXV**

### **DEVIATION FROM THE ADVICE OF THE KERALA PUBLIC SERVICE COMMISSION**

1. Sri.A, Ex P C Q of the State Crime Records Bureau was removed from service from the date of his unauthorized absence by the Inspector General of Police, SCRB and his appeal was rejected by the State Police Chief . Against that order he submitted review petition before the Government and the same was rejected by the Government. Then he submitted mercy petition before the Government and

Government took a tentative decision on humanitarian grounds to reduce the punishment of removal from service to compulsory retirement so as to enable the review petitioner to get pensionary benefits and sought the advice of the Commission. Hon'ble Commission disagreed to the tentative decision of the Government and advised the Government accordingly. Government have once again put forward the proposal to reduce the punishment of removal from service to compulsory retirement. The Commission resolved to stick to their earlier decision and disagreed to the tentative decision of the Government and advised the Government accordingly. But the Government vide GO(MS)No.173/ 2015/Home dated 18/08/2015 has decided to finalize the mercy petition submitted by him by reducing the punishment of removal from service imposed on him as compulsory retirement, so as to enable him to get pensionary benefits, overruling the advice tendered by Public Service Commission.

**2. Kerala State Film Development Corporation Limited - Regularisation of provisional Employees**

Government have forwarded a proposal of the Managing Director, Kerala State Film Development Corporation to regularise the service of daily waged employees who were working for more than 10 years in the Corporation. The commission disagreed with proposal and the decision was intimated to the Government informing not to regularise the appointments as most of the provisionally recruited employees were unqualified.

However the Government vide G.O(Ms)29/2015/CAD dated 03.09.2015, have regularised the service of 53 provisional employees in KSFDC and as per G.O(Ms)38/2015/CAD dated 12.11.2015, Government have regularised the service of 27 daily waged employees

- 3. Disciplinary action had been taken by the Government against Sri."A', who was the Lift Operator in GAD for his unauthorised absence by imposing compulsory retirement and issued Orders accordingly. Against this order the incumbent submitted a representation before the**

Chief Minister citing that he is endowed with physical disability and hence the disciplinary action taken against him to be withdrawn. Considering the representation and taking consideration of the compassionate family condition, the Government have taken a provisional decision to reinstate him in service and advice was sought from the Commission. The Commission gave advice against the proposal of the Government to reinstate a person who was given compulsory retirement as a punishment for his unauthorised absence. But considering the compassionate family conditions again the matter was forwarded to the Commission for re-examining its earlier advice. But the Commission gave advice against the proposal for reinstate him in service citing the reason that no sufficient reason is seen in the letter from the Government to re-think the earlier decision of the Commission. But as per the Govt. Order No.GO(Rt) No.3715/15/GAD dated 19/05/2015, the Govt have overruled the advice of the Commission and reinstated him in service.

4. The Commission have disagreed with the proposal of the Government regarding reinstatement of Sri.Vishnuprakash who had been dismissed from service. But overruling the advice of the Commission the Government have issued Orders GO(Ms)No.120/15/Home dated 11/06/2015 and reinstated in the Police Service.
5. In the issue of 25% quota of teaching posts in Higher Secondary Education Department from the cadre of HSA, LPSA, Lab Assistant, Ministerial staff, the Commission have proposed to amend the Special rules. But overruling the advice of the Commission, the Govt. have issued executive orders by GO(Ms)No.296/15/Gen.Edn.dtd01/12/2015.
6. The Commission have disagreed with the proposal of the Govt. regarding regular appointment of Sri.T.R.Shylesh Kumar who was a daily wage Pump Operator under

Medical education Department in T D College, Alappuzha. But overruling the advice of the Commission the Government have given regular appointment to Sri.shylesh Kumar in the above post as per GO(Ms)No.286/2015/H&FWD dtd.08/12/15.

- 7 The Commission have disagreed with the proposal of the Government to appoint Sri.V.P.Shaji as Watchman-Cum-Valve Operator on regular basis under humanitarian consideration, who was working as Watchman on provisional basis in Kerala Water Authority (through Employment Exchange). But the Government have overruled the advice of the Commission and issued GO(Ms)No.107/15/WRD dated 27/11/2015 which he had been appointed permanently.
- 8 Even though the Joining time had been extended to Sri.Dhanesh, who was advised to KAP V Battalion as Police Constable, he had not joined and the vacancy was reported as NJD. Considering the request of Sri.Dhanesh, the Government sought the advice of the Commission. But the Commission disagreed with the proposal, the Government overruled the decision and issued GO(Ms)No.90/2016/Home by which Sri.Dhanesh was allowed to join as Police Constable.
- 9 The Government have sought the advice of the Commission regarding the reinstatement of Sri.Sreekanth G R who had resigned from service while he was working as LD Clerk in Marancherry ITI under the Industrial Training Department. The Commission disagreed with the above proposal but the Government overruled the advice of the Commission and as per GO(Rt)894/15/Labour dated 07/07/2015 reinstated him in service.

## **CHAPTER – XXVI**

### **COMPARATIVE SUMMARY OF WORK DONE BY KERALA PUBLIC SERVICE COMMISSION**

At the initial stage the workload of the Commission was limited. As years passed a remarkable change has occurred in the growth of literacy, as a result number of well-educated youth has also increased in the State. Accordingly the number of job seekers has

become enormous. Applications received for various posts began to be heaped up in all the offices of the Commission. Requests for increasing the strength of Staff had been placed to the government on several occasions and the Government have accepted the same to a certain extent. Thus, the total strength of the staff reached up to 1644 during the reporting year 2015-2016. Since the manpower was found insufficient to cope with the enormously increasing workload the Commission resorted to mechanization with effect from 2002, so as to achieve simplification, accuracy and speed in the selection process. A tabular form of comparative study of work done for the last ten reporting years (2006-2007 to 2015-2016) and five years comparison of work done (2006-2007 to 2010-2011 & 2011-2012 to 2015-2016) are shown in the succeeding pages.



**COMPARATIVE SUMMARY OF WORK DONE FROM 2006-2007 TO 2015-2016**

Year	No. of Posts Notified	No. of Applications received	No. of Examinations conducted	No. of Candidates admitted for exam	No. of S/L published	No. of Candidates included in S/L	No. of Posts for which interview conducted	No. of Candidates interviewed	No. of R/L published	No. of Candidates included in R/L	No. of Candidates advised	No. of Applications disposed of	No. of Applications pending	No. of Disciplinary cases - advice tendered
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
2006-07	796	4322499	172	2385673	265	90693	255	20209	303	37318	20806	2105506	5610768	165
2007-08	549	1616105	161	3567742	342	146970	259	23906	361	80918	29723	3349578	6894298	146
2008-09	469	1642772	234	2369642	323	223732	388	26034	479	145358	17858	3294659	5795756	135
2009-10	823	2943872	233	1240273	536	170696	314	27230	603	155338	51213	2213490	4822539	177
2010-11	715	4245693	219	3384075	399	82485	545	34126	726	63443	42505	1319764	7983255	112
2011-12	790	1713064	336	4223562	251	198840	358	20944	556	104813	33919	2809625	7370059	179
2012/13	1578	3469844	222	2645984	427	258936	577	19496	718	126054	29804	3584872	8127275	96
2013-14	1208	6049288	219	3147853	371	150478	406	38661	632	89134	33001	3893364	10645826	108
2014-15	1149	5811567	240	4222665	382	49657	405	20357	630	115604	27213	4238174	13789876	103
2015-16	969	4654688	216	5026351	324	144557	373	20126	685	478034	27234	7934500	9498574	221

## COMPARISON OF WORK DONE IN THE LAST TEN YEARS

(2006-07 to 2010-2011 and 2011-2012 to 2015-16 )

Year	No. of Posts Notified	No. of Applications received	No. of Examinations conducted	No. of Candidates admitted for exam	No. of S/L published	No. of Candidates included in S/L	No. of Posts for which interview conducted	No. of Candidates interviewed	No. of R/L published	No. of Candidates included in R/L	No. of Candidates advised	No. of Applications disposed of	No. of Applications pending	No. of Disciplinary cases - advice tendered
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
2006-07 to 2010-11	3352	14770941	1019	12947405	1865	714576	1761	131505	2472	482375	162105	12282997	31106616	735
2011-12 to 2015-16	5694	21698451	1233	19266415	1755	802468	2119	119584	3221	913639	151171	22460535	49431610	486

## **CHAPTER XXVII**

### **VISITS**

State Public Service Commission Chairmen viz, Sri.K.S.Tomar of Himachal Pradesh, Prof.Ghanta Chakrapani of Telengana, Md.Sahidul Islam of West Bengal, Sir.Kurapati Dwaraka Nath Rao of Goa visited (09/08/2015 to 13/08/2015-5 days) for studying various selection process and softwares used such as Thulasi & e-result pro etc. of Kerala Public Service Commission and participated various workshop arranged for that.

## **CHAPTER-XXVIII**

### **ACHIEVEMENTS**

Kerala Public Service Commission had bestowed with CSI-VALIANT E- GOVERNANCE AWARD in the year 2015 for its Thulasi Software Development.

## **CHAPTER – XXIX**

### **ACKNOWLEDGEMENT**

The Commission are happy to mention that the relation between the Government and the Commission has been cordial throughout the year. The Commission received unstinting co-operation from the experts/advisers who assisted them in the interview of candidates. The examiners and educational authorities were also very cordial in the conduct of various examinations and practical tests. The Commission would like to place on record their sincere gratitude for the immense help and co-operation rendered by them.

The Commission express their appreciation for the service of Shri. P.C. Sasidharan and Sri. C. A. Majeed the Legal Retainers of the Commission.

The Commission extend their gratitude to the valuable advice rendered by the Technical Committee for the implementation of computerization.

The Commission would like to make a specific mention about the service rendered by the Vigilance and Security Officer and his staff.

The Commission with pleasure and gratitude memorise the Director of Printing and the staff

of the Government Press for the co-operation rendered by them in connection with printing works. The Commission would also express their gratitude to the Director of Information and Public Relations and Public Media like the Dailies, All India Radio and TV Channels in having given wide coverage to the press release issued by the Commission from time to time.

The Commission is proud and glad to express their appreciation for the hardwork and effective performance of duties rendered by the Secretary and staff of the Kerala Public Service Commission

**Dr. K.S.RADHAKRISHNAN**

**CHAIRMAN**

**MEMBERS**

- 1 Prof. (Dr.) N. SELVARAJ**
- 2 Dr. P . MOHANDAS**
- 3 Shri . K . PREMARAJAN**
- 4 Shri . ASOKAN.R.CHARUVIL**
- 5 Adv. M. K. SAKEER**
- 6 Dr. K . USHA**
- 7 Adv. V. T. THOMAS**
- 8 Dr. M. K. JEEVAN**
- 9 Shri. P. SIVADASAN**
- 10 Shri. T . T. ISMAIL**
- 11 Smt. SIMMY ROSEBELL JOHN**
- 12 Adv. E. RAVEENDRANATHAN**
- 13 Adv. S. SHINE**
- 14 Prof. LOPUS MATHEW**
- 15 Smt. R. PARVATHI DEVI**
- 16 Dr. P. SURESH KUMAR**

**Thiruvananthapuram**

**Date :**