

GOVERNMENT OF KERALA

ABSTRACT

**PUBLIC SERVICES-SCHEME FOR THE APPOINTMENT OF PHYSICALLY
HANDI-CAPPED PERSONS BY DIRECT RECRUITMENT IN PUBLIC
SERVICES-ORDERS ISSUED.**

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GENERAL ADMINISTRATION (SERVICES D) DEPARTMENT

G.O.(P) No. 367-85-GAD.

Dated, Trivandrum, 3rd September, 1985.

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Read:- 1. G.O.MS.No. 146/85/ GAD dated 24-5-1985
2. G.O.(P) No. 215/85/ GAD dated 12-6-1985

ORDER

In the G.O. read as first paper, orders were issued for a maximum of 50 appointments each in the categories of Subordinate Service, Last Grade Service and Part-time Contingent Service mentioned in the Annexure I appended to the G.O. being set apart every year for appointment of the physically handicapped persons to the public services without consulting the Kerala Public Service commission. It was also ordered that the procedure regarding recruitment under the scheme would be prescribed separately . As per G.O. read as second paper the Kerala Public Service Commission, (Consultation) regulations, 1957, were amended to exclude from the purview of the Public Service Commission, the appointment under the scheme to the specified posts in the Subordinate Service and the Last Grade Service.

2. Government are pleased to approve the scheme appended to this order laying down the procedure to be observed for the appointment of physically handicapped persons in public services.

3. All District Collectors are requested to take immediate action to implement the scheme.

By order of the Governor,

PADMA RAMACHANDRAN,
Commissioner and Secretary to Government

To

All Heads of Departments and Offices.

Chief Executives of Companies, Boards, Corporations etc.

All Department s (all Sections) of the secretariat.

The Secretary Kerala, Public Service commission (with C L)

The Accountant General, Kerala, Trivandrum (with C L)

The Registrar, University of Kerala/ Calicut/ Cochin (with C L)

The Registrar, Gandhiji University , Kottayam (with C L)

The Registrar, Kerala Agriculture University, Trichur (with C L)

The registrar, High court of Kerala, Ernakulam (with C L)

The Advocate General , Ernakulam (with C L)

The Secretary, K.S.E.B, Trivandrum (with C L)

The Private Secretaries to the Chief Minister and other Ministers

The Private Secretary to the Leader of Opposition, MLA Hostel, Trivandrum.

The Private Secretary to the Speaker , Legislative Assembly, Trivandrum

The Director of Public Relations, Trivandrum (6 Copies).

APPENDIX

SCHEME FOR DIRECT RECRUITMENT OF PHYSICALLY HANDICAPPED PERSONS IN PUBLIC SERVICE.

- 1.. This scheme shall be called “Scheme for Direct recruitment of Physically handicapped persons in Public Service.”
2. Only Physically handicapped persons satisfying the criteria laid down in General Rule 9 (e) in Part II of K.S.& S.S.Rules, 1958 shall be eligible for appointment under the scheme.
3. Fifty appointments each shall be made every year under the scheme in subordinate Service, Last Grade Service and Part-Time contingent Service. The posts in which the appointments will be made are enumerated in annexure I. Subject to the provisions of Para 12, the number of appointments to be made each year in various categories of posts in the different districts will be as indicated in Annexure II. The posts suitable for appointment of the different categories of physically handicapped are given in Annexure III.
4. The selection shall be made on a District-wise basis for appointments to posts coming under the scheme of District-wise recruitment and on a State-wise basis for appointments to other posts.
5. For purposes of appointments, the Departments of Government shall be grouped into three units as indicated in Annexure IV. The appointments shall be made in the District Units of the Departments in Unit-I during the first year of commencement of the scheme, in the Department in Unit-II during the second year and in the Departments in Unit-III in the third year and the cycle will be repeated.
6. The selection shall be made by a selection committee consisting of the District Collector as the Chairman, the District employment Officer and other District Officer of a major department in the District co-opted by the District Collector as members in respect of appointments to be made on a District –wise basis. The Committee may utilise the services of experts to assist them in the conduct of test and / or interview. The district Collector shall be the co-ordinating authority in the matter of ascertaining the vacancies, selection and allotment for appointment.
7. The District Collector shall ascertain each year from the District Offices of the departments in the Unit concerned the vacancies in the posts enumerated in Annexure–I Likely to arise during the year which can be set apart for appointment of physically handicapped persons. As far as possible vacancies should be chosen in such a manner that the three broad categories of physically handicapped get opportunities to get appointed under the scheme.

8. The vacancies of District-wise recruitment shall be reported to the District Employment Exchanges asking for a panel of names.

9. On getting the panel of names from the District Employment Exchanges the candidates shall be directed to the District Medical board for Medical Examination to ascertain whether they satisfy the criteria laid down in General Rule 9 (a) of Part II of K.S. & S.S. Rules, 1958.

10. The candidates certified by the Medical Board as physically handicapped satisfying the criteria laid down in general Rule 9 (e) will be called for test and /or interview by the Selection Committee. Definite norms shall be laid down by the Selection Committee for the selection.

11. The selected candidates in each category of posts shall be arranged in the order of merit and the candidates allotted in the order of their ranks to the District Officers of the Unit concerned for issuing the appointment orders.

12. The vacancies for appointment in Subordinate Services to be made on State –wise basis in the Departments in Unit-III will be ascertained by General Administration (Ser-D) Department during the relevant year. The number of appointments to be made on State-wise basis will be adjusted against the appointments in Subordinate services, to be made in the Districts of Trivandrum, Ernakulam and Kozhikode during the year. The District Collectors concerned shall ascertain from the General Administration (Ser-D) Department the adjustment to be made before making the recruitment to vacancies in Subordinate Services in Departments in Unit-III on District-wise basis.

13. The selection to be made on State-wise basis shall be made by a Committee consisting of the District Collector, Trivandrum as Chairman, the Director of Employment and the Joint Secretary, GAD as members. The Committee may also utilize the services of experts to assist them in the conduct of tests and or /interview. The list of selected candidates arranged in the order of merit shall be forwarded to Government in the GAD (Ser-D) for allotment to the Departments concerned for appointment.

14. Paras 8 to 10 shall apply mutatis mutandis, to appointments to be made on State-wise basis, as well as paras 12 to 18.

15. The Rules regarding age, probation etc. as provided in the General Rules in Part II of K.S. & S.S. Rules, shall apply to the recruitments under the scheme. The rules regarding communal rotation shall not apply.

16. The Rules regarding verification of character and antecedents shall apply. The candidates allotted for appointment shall be initially appointed on a temporary basis under General Rules 9 (a) (i) and regularised after his/ her character and antecedents are verified by the Police Department and found to be satisfactory.

17. The Rules regarding zonal/inter-zonal transfer shall apply to the case of candidate appointed under the scheme.

18. The year for the purpose of the scheme shall be reckoned as the Calendar year.

19. The District Collectors shall after the years selection is over, submit to Government in the General Administration (ser-D) Department a comprehensive report on the selection made in the District under the scheme during the year for information an record.

ANNEXURE I

POSTS SUITABLE FOR APPOINTMENT OF THE PHYSICALLY HANDICAPPED

Subordinate service

1. Clerks (LD)
2. Typists (LD)
3. Stenographers
4. Teachers (Primary)
5. Compositors
6. Proof Reader
7. Book Binder
8. Accounts Clerk
9. Lab. Assistant
10. Compiler
11. Store Keeper
12. Accountant
13. Librarian
14. Muscician
15. Tracer
16. Draftsman
17. Tutor Gr. II (Mridangam, Violin, Veena)

Last Grade Service

1. Peon
2. Chowkidar
3. Telephone Attender
4. Lift Operators
5. Roneo Operators

Part-Time Contingent Service

1. Sweeper
2. Sanitation Worker
3. Waterman
4. Mess Attendants
5. Cooks

ANNEXURE II

**NUMBER OF APPOINTMENTS TO BE MADE IN EACH DISTRICT IN THE
THREE CATEGORIES**

	Subordinate Services	Last Grade Services	Part-Time Contingent Services.
1. Trivandrum	6	6	6
2. Quilon	3	3	3
3. Pathanamthitta	3	3	3
4. Kottayam	3	3	3
5. Allepy	3	3	3
6. Idukki	3	3	3
7. Ernakulam	5	5	5
8. Trichur	3	3	3
9. plaghat	3	3	3
10. Malaputam	3	3	3
11. Kozhikode	6	6	6
12. Wynad	3	3	3
13. Connanore	3	3	3
14. Kasaragode	3	3	3
	50	50	50

ANNEXURE III

**POSTS SUITABLE FOR APPOINTMENT OF DIFFERENT CATEGORIES OF
THE PHYSICALLY HANDICAPPED.**

Category of Handicap	Posts in the subordinate Service (Entry Grade)	Posts in the Last Grade service.	Post in the P.T Contingent service
(1)	(2)	(3)	(4)
A. Orthopaedically Handicapped	Clerk	Peon	
(a) Upper Extremities			
(i) Major Defects	Accounts Clerk		
(ii) Minor Defects	Lab. Assistants (Chemical/Clinical) Proof readers Store Keepers Compilers Teachers (Primary)	Peon Chowkidars Attender	Sweepers Scavenger Waterman Attendant

Cooks

(b) Lower Extremities

(i) Major Defects

Tutor in music
Clerks
Account clerks
Compositors
Stenographers
Proof Readers
Typists

Telephone
Operator
Lift Operator

(ii) minor Defects

Librarians
Musicians
Tracers
Stenographers
Typists
Draftsman
Proof Readers

Compositors
Teachers(Primary)
Laboratory Assistants
(Chemical/Clinical)
Clerks
Accounts Clerks

Peons
Chowkidars

Telephone operator
Lift Operator

Sweeper
Waterman

B. Deaf, Deaf& Dumb

Clerks
Book Binders

Store Keepers
Typists
Compositors.

Roneo
Operators

Sweepers
Mess Attend-
ders
Waterman

C. Partially Deaf

Clerks
Draftsman
Compositors
Lab. Assistants
(Chemical/ Clinical)
Librarians
Stenographers
Typists
Book Binders
Store Keepers

Chowkidars
Peons

Roneo
Operators

Sweepers
Mess Attendants

Waterman

D. Blind	Musicians Primary School Teachers Tutor Grade II in Mridangam Violin and Veena		
E. Partially Blind	Musicians Teachers Primary Tutor Grade II In Mridangam, Violin& Veena	Peon Lift operators Duplicator Operators	Sweepers Waterman Waiting- Room Attendants

ANNEXURE IV

GROUPING OF DEPARTMENTS FOR APPOINTMENTS UNDER THE SCHEME

Unit1

1. Education, General & Technical
2. Police
3. Health
4. P.W.D
5. weights and Measures
6. Industries and Commerce
7. land Revenue
8. Board of revenue (ST and AIT)
9. Printing and Stationery.

Unit 11

- 1 Treasuries
- 2 Co-operation
- 3 Economics and Statistics
- 4 Medical education
- 5 Labour Department
- 6 Civil Supplies
- 7 Forests
- 8 Fisheries
- 9 Animal Husbandry
10. Board of Revenue (Excise)
11. Tribal Welfare.

Unit 111

1. Secretariat (Last Grade Service & P.T. continent Posts only)
 - 1.A. Municipal administration
 - 2 Panchayat
 - 3 Motor Vehicles
 - 4 Registration
 - 5 Social Welfare
 - 6 Harijan Welfare
 - 7 Jails
 - 8 Employment & Training Departments
 - 9 Indian Systems of Medicine
 - 10 Homoeopathy
 - 11 Survey and Land Records.
 12. Agriculture
 - 13 Port department
 - 14 Collegiate Education.
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