

GOVERNMENT OF KERALA
Finance Department

CIRCULAR

101/77/Fin.

Dated, Trivandrum 1st November, 1977.

Sub:-Rules-Kerala Service Rules-Part III-Rule III A-Introduced-Clarification.

Ref:-1. G.O. (P) 171/77/Fin. dated 3-6-1977.

2. Letter No PRI/GI/6-89/244 dated 22-9-1977 from the Accountant General Kerala.

In the rule III A of Part III, Kerala Service Rules introduced as per the G.O. first cited, it is required that the qualifying service of the non-gazetted Government employees should be verified and determined by the Head of Office in consultation with the Audit Officer in cases where the employees have completed 25 years of service or left with five years before the date of retirement. The Accountant General, Kerala in his letter cited has reported that omissions/defects are notice in the Service Books received in his office from the various Departments rendering it difficult to determine the qualifying service of the individual officers concerned. The Government therefore there direct that while forwarding then Service Book of the non-gazetted officers to the Accountant General for verifying service as required in the G.O. first cited all Heads of Departments/Offices will see:

- (i) that the entries in the Service Book are complete and continuous : and
- (ii) attach a working sheet showing the periods of qualifying service and the broken periods indicating their treatment i.e. qualifying or non-qualifying etc., to enable the Audit Officer to conduct further check.

F.PIUS,
Deputy Secretary.

GPT 4/3857/MC

To

The Accountant General, Kerala, Trivandrum.
All Heads of Departments and Offices/
All Departments (All sections) of the Secretariat.
The Registrar, High Court of Kerala, Ernakulam (with C.L.)
The Secretary, Kerala Public Service Commission (with C.L.)
The Registrar University of Kerala/Calicut/Cochin (with C.L.)
The Registrar, Kerala Agricultural University, Trichur (with C.L.)
The Advocate General, Ernakulam (with C.L.)
The Secretary, Kerala State Electricity Board (with C.L.).
All General Manger, Kerala State Road Transport Corporation Trivandrum
(with C.L.)
The Secretary to Governor (with C.L.)
The Private Secretaries to the Chief Minister and other Ministreis.
The Stenographers to the Chief Secretary and Additional Chief Secretary.