

**GOVERNMENT OF KERALA**  
**General Administration (SER-D) Department**

**CIRCULAR**

No. 59318/SD4/83/GAD.

*Dated, Trivandrum, 10<sup>th</sup> September 1984.*

*Sub:-* Public Services- Advice on recruitment – Matters to be looked into before  
Addressing the Kerala Public Service Commission for cancellation of advice  
-Instructions issued.

According to the existing procedure, when a candidate appointed to a post on the advice of the Kerala Public Service Commission does not join duty within the time allowed the fact is to be reported to the Commission for cancellation of the advice. It is expected that before the Commission is addressed to cancel the advice the appointment has actually been served on the candidate or that would not be reasonably practicable to do so. There has been an instance in which the advice on recruitment of a candidate happened to be cancelled on the basis of a report from an appointing authority made without satisfying himself that the order of appointment has been served on the candidate. In that case the cover containing appointment order was returned by the Postal Authorities with the superscription that the addressee had left the place and that the place and that the present address was not known. A further attempt was not made to serve the appointment order on the candidate nor did the appointing authority satisfy himself that it was not reasonably practicable to serve the appointment order on the candidate. In the litigation that followed the High Court, while allowing the writ petition, has held that another attempt should have been made that in case to serve the order of appointment on the candidate.

2. To avoid such instances in future the Government direct all the Heads of Departments and Appointing Authorities that before the Public Service Commission is addressed for cancellation of advice of a candidate they should satisfy themselves that the order of the appointment has actually been served on the candidate that it is not reasonably practicable to do so. The action taken in this regard should also be intimated to the Commission while addressing them for cancellation of the advice.

**M.DANDAPANI,**

*Commissioner and Secretary to government.*

To

All Heads of Departments / appointing Authorities / Offices  
All Departments ( all sections) of the Secretariat.  
The Secretary, Kerala Public Service Commission. (with C.L)  
The Registrar, High Court of Kerala, Ernakulam.( with C.L)  
The Registrars, University of Kerala/ Cochin/ Calicut (with C.L)  
The Registrar, Gandhiji University, Kottayam (with C.L)  
The Registrars, Kerala Agricultural University, Trichur (with C.L)  
The Advocate General, Ernakulam (with C.L)  
The Secretary, Kerala State electricity Board (with C.L)  
The General Manager, K.S.R.T.Corporation (with C.L)  
The Secretary to Governor.  
The Undersecretary to the Chief Secretary.

Copy to

1. General Administration (SC) Department.
2. The General Administration ( Ser-A ) , (Ser-E) , (Ser-C) , Department

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