

GOVERNMENT OF KERALA

General Administration (Rules) Department

CIRCULAR MEMORANDUM

No.55792/Rules – 1/79/GAD

Dated, Trivandrum 29th August 79

Sub:- Public Service - Declaration of Probation of Officers - Revised instructions - Issued

- Ref:- 1. Circular Memorandum No. 70695/Rules/70/PD dated 31-8-1970.
2. Circular Memorandum No. 87135/Rules/72/PD dated 17-1-1973.

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As per rule 21 of the General Rules the appointing authority may extend the probation of a probationer to enable him to acquire special qualification or pass the prescribed test, or as the case may be, to enable the appointing authority to decide whether the probationer is suitable for full membership or not. Such extended period of probation shall terminate at the latest when the probationer has after the date of expiry of the period of probation prescribed for the service, class or category in which he is on probation, completed one year of duty in such service, class or category. However, instances taken by the appointing authorities concerned for extension termination of probation under General Rules 19 when probationers fail to pass the prescribed tests, within the normal period of probation Probationers are being allowed to continue in service without extending their probation until they pass the test. By the time they pass the tests, the maximum period up to which the period of probation can be extended under General Rule 21 might be over, with the result that satisfactory completion of probation can be declared in such cases only after extending the period of probation to the extent required in relaxation of the rules, such cases are being referred to Government for orders. it would be hard to discharge a probationer from service after having know that he has passed the tests. therefore rules are invariably being relaxed in their favor in a routine manner. This actually creates an impression among the probationers that they will never be discharged from service or reverted for failure to pass the test within the prescribed period. They do not attach any importance to the matter and take their own time to acquire the test qualifications. The Government, therefore, direct that the appointing authorities should strictly enforce the rules regarding probation (declaration/extension/termination of probation) contemplated under the General Rules.

2. There are no specific orders as to whether the satisfactory completion of probation of probationers is to de declared with effect from the F.N. of the day following the day on which the officer completes the prescribed period of actual duty or with effect from the A.N. of the day on which he completes the prescribed period of probation. All appointing authorities are infirmed that the declaration of satisfactory completion of probation should be with effect from the F.N. of the day following the day on which the probationer completes the prescribed period of probation.

K.P.S. MENON.
Additional Secretary

To

All Heads of Departments and Offices
All Departments of the Secretariat (all section)
The Secretary, Kerala Public Service Commission (with C. L)
The Registrar, University of Kerala, Trivandrum (with C.L)
The Registrar University of Calicut, Calicut (with C.L)
The Registrar, University of Cochin, Cochin (with C.L)
The Registrar, High Court, Ernakulam (with C.L)
The Registrar, Kerala Agriculture University, Trichur (with C.L)
The General Manager, Kerala State Road Transport Corporation,
Trivandrum (with C.L)
The Secretary, Kerala State Electricity Board Trivandrum (with C.L)
The Registrar, High Court of Kerala, Ernakulam (with C.L)
The Accountant General Trivandrum (with C L)
All Secretaries, Additional Secretaries, Joint Secretaries, Deputy Secretaries
and Under Secretaries to Government
The Secretary to Governor
The Private Secretaries to the Chief Minister and other Minister
The General Administration (Service-D)/ (Service -C) Department
The Under Secretary to the Chief Secretary
All Recognized Service Association