

GOVERNMENT OF KERALA
CIRCULAR

Sub:- Strength of establishment- sanction for appointments, Promotions etc
Instructions issued.

Ref:- 1. G.O. (P) No. 5/86/P & ARD dt: 30-6-1986.
2. Letter No. Co-orn.IV/1/16/VII/355/534 dated 21-9-1987 from the
Accountant General (A&E), Kerala.

In the office of the Accountant General, separate check registers in respect of Gazetted Officers whose pay and allowances are authorized by him are maintained. The registers are maintained with a view to verifying whether the appointments made are within or in excess of the sanctioned strength. Owing to various activities undertaken by the State Government Department for the last many years the number of Gazetted officers has increased considerably. Some Services/ cadres like polio, health and Engineering Departments, have become huge and unwieldy. Now the Accountant General has brought to the notice of government that many departments are not furnishing the particulars required for maintenance of the scale check registers by him. The controller and Auditor General of India has conserved that the primary responsibility to manage a cadre-class of posts rests with the controlling authorities and hence the Heads of Departments/ cadre controlling authorities have to evolve appropriate arrangements to ensure that the appointments in any grade or class of government Servants are not made in excess of the sanctioned strength.

In the circumstances to Heads of Departments/ Cadre Controlling authorities are requested to take suitable arrangements in their offices to ensure that appointments in any grade or class of Government Servants are not made in excess of the sanctioned strength / scale and that the reference to the sanction for the post is indicated in all the sanctions for the appointments, promotions, and transfers issued by them. They should also include therein a certificate in the following form:

“Certified that the appointments/ promotions/ transfers ordered in this office proceedings/ order are made against sanctioned posts and that the number and date of sanction of each post is indicated herein”.

The Heads of Departments will recall that in the G.O first cited, Government have already directed them to maintain the registers showing the staff strength (both permanent and temporary)

R.NARAYANAN,

COMMISSIONER & SECRETARY (FINANCE)

FINANCE (EXPENDITURE ‘A’ DEPARTMENT)

Circular No. 86/87/Fin.

Dated, Trivandrum, 13-11-1987

To

All Heads of Depts.
Endt.on D2.45154/87.R.Dis

Office of the
Chief Conservator of Forest
Trivandrum, dt: 10-12-87

Copy to C.C.F. (vig), Social forestry and Project. / Copy to all Sub Officers for strict Compliance /
copy to all seats in ‘E’ Section
Office of the C.C.F./ Copy to PA’s/ CA’s to all C.C.Fs/ Sr.A.O.
Copy to Stock file/ General Stock file.

For Chief Conservator of forests.
