

GOVERNMENT OF KERALA
Abstract

PUBLIC SERVICES – RECRUITMENT TO PUBLIC SERVICE THROUGH THE
PUBLIC SERVICE COMMISSION – ADVANCE INTIMATION TO THE
COMMISSION BY THE APPOINTING AUTHOIRITIES
REGARDING ANTICIPATED VACNCIES-
ORDERS ISSUED

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GENERAL ADMINISTRATION (SERVICES D) DEPARTMENT
G.O. (Ms) No. 45/79/GAD Dated, Trivandrum, 16th January 1979

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- Read:-
1. G.O.Ms. 232/71/PD dated 12-8-1971
 2. G.O. Ms. 235/76/G.Edn. dated 1-12-1976
 3. Government Circular No. 1695/SD4/78/GAD dated 17-6-1978
 4. D.O.No.SS. 196/78/ dated 14-12-1978 from the Chairman Kerala Public Service Commission, Trivandrum

ORDER

In the G.O. read as the first paper above, it was ordered, interalia, that the appointing authorities should report to the Public Service Commission the vacancies estimated in each category of posts separately by the first of June every year and that if no vacancies are anticipated, a 'nil' report should invariably be sent. The Heads of Departments and appointing authorities were also uniformed that they should follow the said order strictly and that they will be held personally responsible for the delay in finalization of selections by personally responsible for the delay in finalization of selections by the Public Service Commission due to their failure to report the anticipated vacancies in each category of posts separately to the Commission before the stipulated date. The Commission has informed Government that, in spite of these instructions, the appointing authorities do not care to assess the anticipated vacancies sufficiently in advance and to intimate to the Commission before the prescribed date the probable number of vacancies likely to arise in each category of post during the ensuing year.

2. In regard to certain categories of posts which are common to various Government Department, the Public Service Commission itself initiates action periodically to make selections. The Commission will, therefore, be in a position to advise candidates to those vacancies as soon as the requisitions are received from the appointing authorities. But, in respect of other categories of posts in each Department, the process of selection is generally initiated by the Commission only when the requisitions are received from the appointing authorities. Finalization of the selection will therefore inevitably take some time and during this period, the Departments will have to go without suitable hands or the work will have to be carried on by stop gap arrangement through Employment Exchanges. In order to avoid such a contingency, which will retard the speedy transactions of Government business, it is imperative that the appointing authorities conduct proper man power planning, assess the anticipated number of vacancies during the enduing year as accurately as possible and intimate the probable requirements of new recruits in each category of posts to the Commission to plan the

selections and also to avoid repetitive selections to similar categories of posts by conducting common examinations. Such planning for a whole year will result in simplification of the work on selections and avoid several hardships now experienced by candidates. In the circumstances, Government order as follows:-

(i) According to para 4 of the G.O. second read above, the Director of Public Instruction has to send the report to the Commission regarding the estimated number of vacancies of teachers for the school year 1978-79 and for the subsequent years, by the end of September of the previous year in order to enable the Commission to notify the vacancies sufficiently early and to advise candidates for appointment by the time of reopening of the schools after vacation. The Director of Public Instruction will ensure that this is strictly complied with in future and all the available vacancies of teachers are reported to the Commission before the stipulated date.

(ii) In respect of other categories of posts in the Education Departments also in other Departments, the appointing authorities will furnish forthwith to the Commission information regarding the number of vacancies which are likely to arise during 1979. the vacancies anticipated in the different Departments during the year 1980 and afterwards should be reported to the Commission by the first of June of the previous year.

By order of the Governor
M.S.K. RAMASWAMI
Special Secretary to Government

To

All Heads of Departments and Offices
All Departments (all section) of the Secretariat
The Secretary, Kerala Public Service Commission (with C.L)
The Registrar, High Court of Kerala, Ernakulam (with C.L)]
The Registrar, University of Kerala/Cochin/ Calicut (with C.L)
The Registrar, Kerala Agricultural University, (with C.L)
The Advocate General, Ernakulam, (with C.L)
The Secretary, Kerala State Electricity Board (with C.L)
The General Manager, Kerala State Road Transport Corporation (with C.L)
The Secretary to Governor.(with C.L)
The Private Secretary to the Chief Minister and other Ministers.
The Under Secretary to Chief Secretary
The Director of Public Relations for publicity