

Draft

**The Kerala Local Self Government Department Subordinate Service
Special Rules, 2020**

Government of Kerala

Local Self Government (ERA) Department

NOTIFICATION

S.R.O. NO...../2020:- In exercise of the powers conferred by sub-section (1) of section 2 of the Kerala Public Services Act, 1968 (19 of 1968) read with section 3 thereof and in supersession of the Kerala Panchayat Subordinate Rules, 1994 published in the Kerala Gazette Extraordinary No.627 dated.21-06-1994, the Special Rules for the Kerala Municipal Common Service (Engineering and Town Planning Service) 2001, issued under G.O. (MS) No. 190/2001/LSGD dated 4-08-2001 and published as S.R.O. No.783/2001 in the Kerala Gazette Extraordinary No 1171 dated 9-8-2011, the Kerala Municipal Common Service (Ministerial and Revenue Branch) Qualifications and Method of Appointment Rules, 2001 issued under G.O. (MS) No. 222/2001/LSGD and published as S.R.O. No. 859/2001 in the Kerala Gazette No 1371 dated 15-09-2001, the Kerala Municipal Common Service (Health Branch) Methods of Recruitment and Qualifications Rules issued under G.O. (MS) No.246/72/LASWD dated 16-08-1972 and published in the Kerala Gazetted No. 64 dated 29-08-1972, the Kerala General Subordinate Service-posts in the Rural Development Department Special Rules 2008 issued under G.O. (P) No. 216/2008/LSGD dated 30-07-2008 and published as S.R.O. No.812/2008 in the Kerala Gazette Extraordinary No.1688 dated 2-8-2008, the Special Rules for the Extension Training Centres of Kerala State Rural Development State and Subordinate Services, 2010 issued under G.O.(P) No. 18/2010/LSGD dated 22 -01-2010 and published as S.R.O. No.62/2010 in the Kerala Gazette Extraordinary No.180 dated 23-01-2010, the Special Rules for the Kerala Local Self Government Engineering Subordinate Service, 2007 issued under G.O.(P) No. 272/2007/LSGD dated 27-11-2007 and published as S.R.O. No.996/2007 in the Kerala Gazette Extraordinary No.2150 dated 27-11-2007 and the Kerala Town and Country Planning Subordinate Service Rules, 2000 issued under G.O. (P) No. 183/2000/LSGD dated 20-06-2000 and published as S.R.O. No.608/2000 in the Kerala Gazette Extraordinary No.1281 dated 3-7-2000, as amended subsequently and orders on the subject, the Government of Kerala hereby make the following Special Rules for the posts in the Kerala Local Self Government Department Subordinate Service, namely:-

RULES

1. **Short title and commencement.** – (1) These rules may be called the Special Rules for the Kerala Local Self Government Department Subordinate Service, 2020.

(2) They shall come into force at once.

2. **Definitions.** - In these Rules, unless the context otherwise requires:-

- (a) “by Appointment” means appointment from a post in a category to a post in another category in the same grade;
- (b) “by Promotion” means appointment of a member of any category or grade of a service or a class of service to a higher category or grade of such service or class;
- (c) “by Transfer” means appointment to a post in a category in the Kerala Local Self Government Department State Service from a post in a category in the Kerala Local Self Government Department Subordinate Service;
- (d) *“Recruitment by transfer” means recruitment to a post in a category in the Kerala Local Self Government Department State Service from a post in a category in the Kerala Local Self Government Department Subordinate Service by KPSC;*
- (e) “Department” means the Kerala Local Self Government Department;
- (f) “Government” means the Government of Kerala;
- (g) “State Service” means the Kerala Local Self Government Department State Service;
- (h) “Subordinate Service” means the Kerala Local Self Government Department Subordinate Service;
- (i) “Post” means a post included in a category under a Group;

3. **Constitution.**-(1) The service shall consist of the following groups and categories of officers namely :-

Group1 General Wing

Category	Group I General Wing
1a.	Assistant Secretary
1b.	Assistant Communication Officer
2	Librarian (Grade II) and Cultural Coordinator
3	Confidential Assistant (Senior Grade)
4	Fair Copy Superintendent
5a	Head Clerk/ Senior Extension Officer
5b	Communication Assistant
6	Librarian (Grade III) and Cultural Assistant
7	Confidential Assistant Grade I
8	Typist Selection Grade
9	Driver Selection Grade
10	Typist Senior Grade
11	Legal Assistant, LSGD
12	Senior Clerk/Extension Officer Grade I
13	Senior Typist
14	Librarian (Grade IV) and Cultural Assistant
15	Driver Senior Grade
16	Nursery School Teacher
17	Confidential Assistant Grade II
18	Driver Grade I
19	Clerk
20	Typist
21	Records Keeper
22	Driver Grade II
23	Binder Grade I
24	Lift Operator
25	Binder Grade II
26	PABX / Telephone Operator
27	Office Attendant Grade I
28	Ayah
29	Office Attendant Grade II

**Group II Public Health and Environment Management Wing, LSGD
(PHEM, LSGD)**

Category No	Category Name
1.	Public Health Supervisor
2.	Senior Public Health Inspector Grade I
3.	Senior Public Health Inspector Grade II
4.	Public Health Inspector Grade I
5.	Senior Public Health Promoter /JPHN Grade I
6.	Public Health Inspector Grade II
7.	Public Health Promoter /JPHN Grade II
8.	Senior Nurse
9.	Radiographer
10.	Lab Technician
11.	Pharmacist (Modern Medicine)
12.	Pharmacist (Homoeopathy)
13.	Pharmacist (Ayurveda)
14.	Nurse
15.	Compounder
16.	Nursing Orderly/Maistry/Cleaner/Lab Assistant/Mazdoor
17.	X-ray Attender/Female Attendant/Attendant/Lady Attender/ Lady Assistant/ Attender

**Group III Local Infrastructure Development and Engineering Wing, LSGD
(LIDE, LSGD)**

Sub Group (a) (Civil Wing)

Category	Category name
1	First Grade Draftsman/First Grade Overseer
2	Second Grade Draftsman/Second Grade Overseer
3	Third Grade Draftsman/Third Grade Overseer

Sub-Group (b) (Electrical Wing)

Category No	Category name
1	First Grade Overseer
2	Second Grade Overseer
3	Electrician

Sub-Group(C) (Mechanical Wing)

Category No	Category Name
1	Foreman
2	Mechanic Grade I
3	Mechanic Grade II
4	Automobile Electrician
5	Mechanic Assistant
6	Unskilled Worker

Sub-Group(d) (Electricity Wing of Thrissur Corporation)

1.	Special Grade Driver I
2.	Special Grade Driver II
3.	Sub-Engineer
4.	Senior Assistant
5.	Driver Grade I
6.	Overseer
7.	Junior Assistant/Cashier
8.	Lower Division Typist/Junior Fair Copy Assistant.
9.	Driver Grade II
10.	Meter Mechanic Grade II
11.	Filter Operator
12.	Lineman Grade I
13.	Lineman Grade II
14.	Electricity Worker
15.	Office Attendant/Watchman

Group IV (LSGD Planning)

Category No.	Category Name
1	Draftsman Grade I/Town Planning Surveyor Grade I
2	Draftsman Grade II/Town Planning Surveyor Grade II
3	Tracer
4	Blue Printer

Group V Miscellaneous Wing

Category No	Category Name
1.	Driver Selection Grade (Heavy Duty Vehicle)
2.	Surveyor Grade I
3.	Assistant Curator
4.	Artist-Cum-Photographer-Cum-Cinema Operator Gr I
5.	Community Organiser/Social Worker/Social Mobiliser
6.	Land Tenure Coordinator
7.	Sergeant
8.	Driver (Senior Grade) (Heavy Duty Vehicle)
9.	Plumbing Inspector
10.	Roller Driver Grade I
11.	Surveyor Grade II
12.	Balawadi Teacher
13.	Driver (Grade I) (Heavy Duty Vehicle)
14.	Roller Driver Grade II
15.	Artist-Cum-Photographer-Cum-Cinema Operator Gr II
16.	Meter Inspector
17.	Data Entry Operator
18.	Tractor Driver
19.	Driver Grade II (Heavy Duty Vehicle)
20.	Welder
21.	Mechanic (Motor Vehicles)
22.	Fitter

23.	Blacksmith
24.	Pump Operator
25.	Furnace Operator
26.	Plumber
27.	Meter Reader
28.	Park Superintendent
29.	Cook
30.	Carpenter-Cum-Blacksmith
31.	Mechanic
32.	Library Attender
33.	Carpenter
34.	Gardener
35.	Cleaner (Lorry)/Workshop Cleaner
36.	Balawadi Ayah
37.	Chainman

(2) With effect from the date of commencement of these Rules, the Officers belonging to the posts falling under the categories specified in sub-rule (1) or identical thereto and serving under the Panchayat Department, Urban Affairs Department, Municipal Common Service, Rural Development Department, Town and Country Planning Department and the Local Self Government Engineering Service shall be integrated and constituted into one service, namely, the Kerala Local Self Government Department Subordinate Service.

(3) The inter-se seniority of persons who get promotion or appointment by different methods to the Kerala Local Self Government Subordinate Service after the commencement of these Rules shall be prepared by the Principal Director.

(4) Categories 1 to 13,15, 16, 18, 21, 23, 24, 26 and 27 of Group I, Categories 1,2,3,4,6 and 7 of Group II, Categories 1 and 2 of Sub Group (a) Categories 1, 2 and 3 of Sub Group (b), Categories 1, 2 and 3 of Sub Group (c) of Group III, Category I and 2 of Group IV and Categories 1,2,4,8,9,10,13,16 and 28 of Group V shall be constituted at the State level and all the categories in Sub Group (d) of Group III and all the remaining categories in all the Groups shall be constituted at the District level.

(5) With effect from the date of commencement of these Rules, the following posts in the existing categories shall be redesignated as shown against each in the integrated Local Self Government Department Service and shall be known accordingly:-

Category Name before Integration	Category Name after Integration
Group I (General Wing)	
Publicity Officer, Panchayat Department	Assistant Communication Officer
Joint Block Development Officer	Block Panchayat Assistant Secretary
Assistant Secretary, Grama Panchayat	Grama Panchayat Assistant Secretary
Superintendent Office, Municipal Common Service	Junior Superintendent
Chief Accountant, Municipal Common Service	
Assistant Accounts Officer, Municipal Common Service	Assistant Accounts Officer (Municipality/ Corporation)
Manager, Municipal Common Service	Senior Urban Service Manager, (Municipality/Corporation)
Librarian, Selection Grade, Panchayat Department	
Librarian Grade II, Municipal Common Service	Librarian Grade II and Cultural Coordinator
Assistant Campaign Officer, RIB	Communication Assistant
General Extension Officer	
Extension Officer(Housing)	Senior Extension Officer
Extension Officer(Women Welfare)	Senior Extension Officer(Empowerment)
Revenue Inspector, Municipal Common Service	Revenue Inspector(Municipality/ Corporation)
Manager Relief Settlement, Municipal Common Service	Urban Service Manager (Municipality/ Corporation)
Librarian, Senior Grade, Panchayat Department	
Librarian Grade III (Municipal Common Service)	Librarian Grade III & Cultural Assistant

Village Extension Officer Grade I	Extension Officer (Corporation/ Municipality/ Panchayat) Grade I
Chief Cashier/ Store Keeper/ Poor Home Manager Grade I/ Market Supervisor/ Steward/ Superintendent SMSM Satrom(Municipal Common Service)	Senior Urban Service Assistant
Librarian Grade IV (Municipal Common Service)	Librarian Grade IV & Cultural Assistant
Librarian, Panchayat	
Department	
Village Extension Officer Grade II	Extension Officer (Municipality/ Corporation/ Panchayat) Grade II
Store keeper/ Assistant Cashier/ Shrof/ Begger Home Superintendent/ Poor Home Manager Grade II/ Assistant Steward/ Assistant Superintendent SMSM Satrom/ Check Post Inspector/ Bus Stand Superintendent(Municipal Common Service)	Urban Service Assistant/ Revenue Collection Assistant

Group II (Public Health and Environment Management Wing)	
Health Inspector Grade I (Municipal Common Service)	Senior Public Health Inspector Grade I
Health Inspector Grade II (Municipal Common Service)	Senior Public Health Inspector Grade II
Junior Health Inspector Grade I (Municipal Common Service) Health Inspector Grade I (Panchayat Department)	Public Health Inspector Grade I
Junior Health Inspector Grade II (Municipal Common Service) Health Inspector Grade II (Panchayat Department)	Public Health Inspector Grade II
Junior Public Health Nurse Grade I (Municipal Common Service)	Senior Public Health Promoter/ Junior Public Health Nurse Grade I/
Staff Nurse	Senior Nurse
Junior Public Health Nurse Grade II (Municipal Common Service)	Junior Public Health Nurse Grade II/ Public Health Promoter
Pharmacist (Allopathy)	Pharmacist (Modern Medicine)
Auxilliary Nurse –cum- Midwife (Panchayat Department)	Nurse
<p>Group III Local Infrastructure Development and Engineering Wing, LSGD (LIDE, LSGD) Sub Group (b) Electrical Wing</p>	
Overseer (Electrical) Municipal Common Service	Overseer
Electrician (Municipal Common Service)	Electrician

Sub Group (C) Mechanical Wing	
Mechanic, Rural Development Department	Mechanic
Electrician, Rural Development Department	Automobile Electrician
Skilled Assistant, Rural Development Department	Mechanic Assistant
Permanent Labour, Rural Development Department	Unskilled Worker
Group V (Miscellaneous Wing)	
Assistant Project Officer (Municipal Common Service)	Social Mobiliszer
Mechanic (Municipal Common Service)	Mechanic (Motor Vehicles)

(6) With effect from the date of commencement of these Rules,

(i) The posts included or deemed to have been included under a category shall be on identical scale of pay. Any person holding a post falling under a category shall be transferable to any other post within that category except those posts which are specifically mentioned thereunder for a particular period.

(ii) An Officer holding a post which is upgraded to a higher category either in the Subordinate Service or in the State Service will have to hold the present post or another post in the same category till his appointment by transfer or by promotion to a post in the higher category and he will be eligible for the pay and allowances of the upgraded post in the higher category only on getting the appointment by transfer or by promotion to a post in the higher category.

(iii) Relative seniority for the purpose of promotion to a person appointed by direct recruitment and a person appointed by transfer or by promotion in a category shall be determined on the basis of the date of advice of the Public Service Commission or the date of order of appointment by transfer or by promotion to that category, as the case may be.

(7) **Inter-transferability** :- With effect from the date of commencement of these Rules, the posts included or deemed to have been included under a category shall be on identical scale of pay. Any person holding a post falling under a category shall be transferable to any other post within that category except those posts which are specifically mentioned for a particular period thereunder. Specific categories listed in the general wing under rule 3 shall

be equivalent to the various posts in the LSGIs and LSGD and inter-transferable accordingly:-

No.	Category name	Inter-transferable posts
1a	Assistant Secretary	Block Panchayat Assistant Secretary/ GramaPanchayat Assistant Secretary/ Assistant Accounts Officer (Municipality/Corporation)/Senior Urban Service Manager (Municipality/Corporation)/ Junior Superintendent/ Revenue Officer Gr II
5	Head Clerk/ Senior Extension Officer	Senior Extension Officer/ Senior Extension Officer (Empowerment)/ Head Clerk/ Head Accountant/ Revenue Inspector (Municipality/ Corporation) /Urban Service Manager (Municipality/Corporation)/ Communication Assistant
12	Senior Clerk / Extension Officer Grade I	Senior Clerk/Extension Officer, (Corporation/ Municipality/Panchayat) Grade I/Senior Urban Service Assistant(Municipality/Corporation) Clerk/
19	Clerk	Clerk/ Extension Officer, (Corporation/ Municipality/ Panchayat) Grade II/ Urban Service Assistant (Municipality/Corporation)/ Revenue Collection Assistant
27	Office Attendant Grade I	Office Attendant Grade I/ Attender (Stores)/Library Attender/Records Keeper
29	Office Attendant Grade II	Office Attendant Grade II/Duffedar/ Caretaker/Chainman/Watchman/ Night Watchman/Helper

8. Method of appointment and qualification:- No person shall be eligible for appointment to a post included in the categories mentioned in column (1) of the table below by the method specified in column (2) unless he possesses the qualifications specified in the corresponding entry in column (3) thereof.

Sl.No	Category (1)	Method of Appointment (2)	Qualification (3)
Group I General Wing			
1(a).	Assistant Secretary	By promotion from Category 5(a)	As same as for Category 19
1(b)	Assistant Communication Officer	By appointment from qualified officers from Category 1(a)	Degree/Diploma in Journalism/Mass Communication
Note :-The Assistant Communication Officer included in Category I (b) is eligible for promotion by transfer to a post in Category 10, Group I of the State Service based on their original seniority in Category 1a.			
2	Librarian Grade II and Cultural Coordinator	By promotion from Category 6	As same as for Category 14
3	Confidential Assistant Senior Grade	By promotion from Category 7	As same as for Category 17
4	Fair Copy Superintendent	By promotion from Category 8	As same as for Category 20
5(a)	Head Clerk/ Senior Extension Officer	By promotion from Category 12	As same as for Category 19
5(b)	Communication Assistant	By appointment from qualified officers from Category 5(a)	Degree / Diploma in Journalism/Mass Communication
Note :-Communication Assistant included in Category 5 (b) is eligible for promotion to a post in Category 1 (a) based on their original seniority in Category 5 (a).			
6	Librarian Grade III and Cultural Assistant	By promotion from Category 14	As same as for Category 14
7	Confidential Assistant, Grade I	By promotion from Category 17	As same as for Category 17
8	Typist Selection Grade	By promotion from Category 10	As same as for Category 20
9	Driver Selection Grade	By promotion from Category 15	As same as for Category 22
10	Typist Senior Grade	By promotion from Category 13	As same as for Category 20
11	Legal Assistant	(i) By appointment of qualified	Degree in Law from a recognized university

	<p>persons from Category 12</p> <p>(ii) In the absence of qualified persons under item (i) above, may be filled up from Category 19</p> <p>(iii) In the absence of qualified persons under item (i) & (ii) above by direct recruitment</p>	
<p>Note :- Persons appointed as Legal Assistant by (i) & (ii) is eligible for promotion to Category 5(a) based on his original seniority in Category 12 or in Category 19 as the case may be.</p>		

12	Senior Clerk/ Extension Officer Grade I	By promotion from Category 19 and Category 20	As same for Category 19
<p>Note(1) :- Appointment by promotion from Category 19 and Category 20 shall be made in the ratio 5:1. If eligible candidates are not available for appointment from Category 20 at the time of occurrence of the vacancy, such vacancies shall also be filled up by promotion from Category 19.</p>			
13	Senior Typist	By promotion from Category 20	As same as for Category 20
14	Librarian Grade IV and Cultural Assistant	<p>(i) By promotion from approved probationers in any Category in the Subordinate Service</p> <p>(ii) By direct recruitment</p>	<p>(i) Degree in any subject and Degree in Library and Information Science</p> <p>or</p> <p>(ii) S.S.L.C or its equivalent and Diploma in Library Science</p> <p>(iii) S.S.L.C or its equivalent and Certificate in Library Science recognized by the Government.</p>

Note 1:- Appointment by promotion and by direct recruitment shall be made in the ratio of 1:1. In the absence of qualified candidates under item (i) above, those vacancies shall also be filled up by direct recruitment. In a unit of 2 vacancies the order of rotation shall be as follows, namely the first by promotion and the second by direct recruitment.

Note 2:- A ratio of 3:1:1 shall be followed among the Degree, Diploma and Certificate holders in Library Science for appointment by promotion. In the absence of Degree holders, at the time of occurrence of the vacancy, it shall also be filled up from among the Diploma holders and Certificate holders and in the absence of Degree and Diploma holders at the time of occurrence of the vacancy, it shall be filled up from the Certificate holders, without further restoration benefits to the Degree and Diploma holders, as the case may be.

15	Driver Senior Grade	By promotion from Category 22	As same as for Category 22
16	Nursery School Teacher	(i) By transfer from part time Nursery School Teacher with minimum 4 years service. (ii) In the absence of qualified persons under item (i) above, by direct recruitment.	(i) S.S.L.C or its equivalent and (ii) A certificate of successful completion of Nursery Teachers' Training issued by the Government. Or (iib) Nursery Teachers' Training Certificate Or Balasevika Training Certificate issued by the State Council of Child Welfare or Pre-Primary Teachers Training Certificate issued by the Commissioner for Government Examinations, Kerala. Preference will be given to Teachers' Training Certificate holders with any of the above Training qualifications.

17	Confidential Assistant Grade II	By promotion from Category 20 Or By direct recruitment	i) S.S.L.C or its equivalent and (ii) Lower Grade Certificate in Typewriting English (K.G.T.E) and Computer Word Processing or its equivalent and (iii) Lower Grade
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			Certificate in Type writing Malayalam (K.G.T.E) or its equivalent and (iv) Lower Grade Certificate in Shorthand English (K.G.T.E) or its equivalent and (v) Lower Grade Certificate in Shorthand Malayalam (K.G.T.E) or its equivalent
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Note(1):-Those who have passed the Lower Grade Certificate in Typewriting English (K.G.T.E) before January 2002 should produce certificate in 'Computer Word Processing' or its equivalent.

Note (2) :- Appointment by promotion and by direct recruitment shall be made in the ratio of 1:1. In the absence of qualified candidates for promotion to a vacancy at the time of occurrence of the vacancy, such vacancies shall be also filled up by direct recruitment without reference to the above ratio.

Note (3):- 2 per cent of the vacancies of Confidential Assistant Grade II set apart for direct recruitment, shall be filled up by **recruitment by transfer** from among the low paid employees in the Subordinate Services included in Schedule II of the Kerala Civil Services (Classification, Control and Appeal) Rules, 1960 who possesses the minimum qualification prescribed for appointment as Confidential Assistant Grade II and who secure not less than 40 per cent marks in the competitive test conducted by the Kerala Public Service Commission. The Commission may maintain a separate Ranked list of such persons and candidates from this list a person will be advised against the 2 per cent vacancies set apart for them.

18	Driver Grade I	By promotion Category 22	As same as for Category 22
19	Clerk	(i)By direct recruitment (ii)By transfer from the low paid employees in the Subordinate Service	Higher Secondary Education (Plus two) or its equivalent (i) S.S.L.C or its equivalent and (ii) Must have completed probation and 3 years service in the feeder post/ posts.

<p>Note1:- 10 percent of the vacancies in Category 19 shall be filled up by transfer from among the low paid employees working in the Subordinate service of the department as laid down in G.O(P) No.1\2014\ P&ARD dt.03.01.2014.</p> <p>Note 2:- 10 percent of the vacancies in Category 19 shall be filled up by recruitment by transfer from among the low paid employees in the Subordinate service included in schedule II of the Kerala Civil Services (Classification, Control and Appeal) Rules, 1960 who secure not less than 40 per cent marks in the competitive test conducted by the Kerala Public Service Commission. The Commission may maintain a separate Ranked list of such persons and candidates from this list will be advised against the 10 per cent vacancies set apart for them.</p>			
20	Lower Division Typist	By Direct recruitment or By transfer from the low paid employees in the Subordinate Service	(i) S.S.L.C or its equivalent and (ii) Lower Grade Certificate in Typewriting Malayalam (K.G.T.E) or its equivalent and (iii) Lower Grade Certificate in Typewriting English (K.G.T.E.) and Computer Word Processing or its equivalent.

Note(1):- Those who have passed the Lower Grade Certificate in Typewriting English (K.G.T.E) before January, 2002 should produce separate certificate in “Computer Word Processing” or its equivalent.

Note (2):- Those who have completed probation and 3 years service in the feeder post/posts are only eligible for by transfer appointment.

Note3:- 10 percent of the vacancies in Category 20 be filled up by transfer from among the low paid employees working in the Subordinate service of the department as laid down in G.O(P) No.1\2014\ P&ARD dt.03.01.2014.

Note 4:- 10 percent of the vacancies in Category 20 shall be filled up by **recruitment by transfer** from among the low paid employees in the Subordinate service included in schedule II of the Kerala Civil Services (Classification, Control and Appeal) Rules, 1960 who secure not less than 40 per cent marks in the competitive test conducted by the Kerala Public Service Commission. The Commission may maintain a separate Ranked list of such persons and candidates from this list will be advised against the 10 per cent vacancies set apart for them

21	Binder Grade I	By promotion from Category 25	As same as for Category 25
22	Driver Grade II	(i) By promotion from Category 27 or Category 29	i) Pass in Standard VII and (ii) Must possesses a current Motor Driving Licence of atleast 3 years

		<p>(i) In the absence of qualified persons under item (i) above, by promotion from category 35 of Group V</p> <p>(iii) In the absence of qualified persons under item (i) and (ii) above, by transfer from among qualified contingent employees with a minimum of 4 years service</p> <p>(iv) By direct recruitment</p>	<p>standing and</p> <p>(iii) Proficiency in driving Light Duty Vehicles(to be proved at a practical test conducted by Kerala Public Service Commission)and</p> <p>(iv) Medical Fitness:</p> <p>(a) Ear: Hearing should be perfect</p> <p>(b) Eye: Distant Vision -6/6 snellen Near Vision- 0.5 snellen Colour Vision- Normal Night Blindness- Nil</p> <p>(c) Muscles and joints: No paralysis and all joints with free movements .</p> <p>(d) Nervous System : Perfectly Normal. Free from any infectious diseases.</p> <p>(e)Medical fitness must be proved by a Medical Certificate obtained from a Medical Officer not below the rank of a Civil Surgeon</p>
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Note:- Appointment by promotion or by transfer and by direct recruitment shall be made in the ratio 1:1

23	Records Keeper	By promotion from Category 27	(i) S.S.L.C. or its equivalent and (ii) Experience in keeping and handling of disposed files and records for a period of six months
24	Lift Operator	By promotion from Category 27	i) S.S.L.C. or its equivalent and (ii) Experience as Lift Operator for a period of six months
25	Binder Grade II	By promotion from Category 27	i) S.S.L.C. or its equivalent and (ii) K.G.T.E. or M.G.T.E. in Book Binding (Lower)
26	PAB X/Telephone Operator	By promotion from Category 27	i) S.S.L.C. or its equivalent and (ii) Experience as Telephone Operator for a period of six months.
27	Office Attendant Grade I	By promotion from Category 29	As same as for Category 29.

28	Ayah	(i) By transfer from among qualified contingent employees with a minimum of 4 years service (ii) In the absence of qualified persons under item (i) above, by direct recruitment	i) Should have passed Standard VII and should not have acquired Graduation and (ii) Experience for not less than one year as Ayah of Children gained from a Government Institution or from any Institution registered under the Societies Registration Act, 1860 (Central Act XXI of 1860) or the Travancore-Cochin Literary Scientific and Charitable Societies Registration Act, 1955 (XII of 1955)
<p>Note1 :- Experience mentioned in item (ii) above, should be one gained after acquiring the General Educational qualifications prescribed in item (i)</p> <p>Note2 :- The post of Ayah shall be reserved exclusively for women candidates</p>			
29	Office Attendant Grade II	(i) By direct recruitment (ii) By transfer from the contingent employees with a minimum of 4 years service	Should have passed Standard VII and should not have acquired Graduation.

Note 1 :-Appointment by promotion or by transfer and by direct recruitment shall be made in the ratio 9:1

Group II Public Health and Environment Management Wing, LSGD

(PHEM, LSGD)

1	Public Health Supervisor	By promotion from Category 2	As same as for Category 6
2	Senior Public Health Inspector Grade I	By promotion from Category 3	As same as for Category 6
3	Senior Public Health Inspector Grade II	By promotion from Category 4	As same as for Category 6
4	Public Health Inspector Grade I	By promotion from category 6	As same as for Category 6
5	Senior Public health Promoter/ JPHN Grade I	By promotion from category 7	As same as for Category 7

6	Public Health Inspector Grade II	By direct recruitment	<p>i) S.S.L.C or its equivalent and (ia) Diploma in Health Inspector Course (2 years) approved by the Government.</p> <p>or</p> <p>(iib) Health Inspectors' Certificate from any of the Medical Colleges in Kerala</p> <p>or</p> <p>(iic) Sanitary Inspectors' Certificate of All India Institute of Local Government, Mumbai</p> <p>or</p> <p>(iie) Certificate in Sanitary Inspectors Course awarded by the National Council for Rural Higher Education</p> <p>or</p> <p>(iif) Sanitary Inspectors training Course conducted by the Rural Institute, Thavanoor</p> <p>Or</p> <p>(iig) Any other equivalent qualification</p>
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7	Public health Promoter / JPHN Grade II	By Direct recruitment	<p>(i) S.S.L.C or its equivalent and (ii) A post certificate qualification in Public Health Nursing and (iia) Auxiliary Nurse Midwifery Certificate (Revised Course) of 18 months duration issued by the Kerala Nurses and Midwives Council.</p> <p>Or</p> <p>(iiib) Auxiliary Nurse Midwifery Certificate /Auxiliary Nurse Midwifery Certificate (Revised Course) issued by an authority recognized by the Indian Nursing Council or (iiic) Health Workers Training Certificate issued by the Kerala Nurses and Midwives Council.</p> <p>and</p> <p>(iv) Registration in the Kerala Nurses and Midwives Council</p>
8	Senior Nurse	By promotion from Category 14	As same as for Category 14
9	Radiographer	By direct recruitment	<p>(i) S.S.L.C or its equivalent and (ia) Diploma in Radiological Technology (2 years) approved by the Government</p> <p>or</p>

10	Lab Technician	By direct recruitment	(iib)Any other equivalent qualification. i) S.S.L.C or its equivalent and (ii) Medical Laboratory Technicians' Course conducted by the Medical Colleges In the State or DMLT approved by the Government or its equivalent.
11	Pharmacist (Modern Medicine)	By direct recruitment	(i) S.S.L.C or its equivalent and (ii) Diploma in Pharmacy and (iii) Registration in the Kerala State Pharmacy Council.
12	Pharmacist (Homeopathy)	By direct recruitment	(i) S.S.L.C or its equivalent and One year Certificate Course of Pharmacist obtained after successful training in Nurse- cum-Pharmacist Training Course. (Homeopathy) conducted by the Government or its equivalent.
13	Pharmacist (Ayurveda)	By direct recruitment	(i) S.S.L.C or its equivalent and (iia) One year Certificate Course of Pharmacist in Ayurveda or (iib)Certificate issued by Chairman, Board of Examiners in Ayurveda and the Principal, Ayurveda College, Thiruvananthapuram

14	Nurse	By direct recruitment	(i) S.S.L.C or its equivalent and (iia) Auxiliary Nurse Midwifery Certificate (revised course) of 18 months duration issued by the Kerala Nurses and Midwives Council Or (iib) Auxiliary Nurse Midwifery Certificate (revised course) of 18 months duration issued by an authority recognized by the Indian Nursing Council Or (iic) Health Workers Training Certificate issued by the Kerala Nurses and Midwives Council And (iii) Registration in the Kerala Nurses and Midwives Council
15	Compounder	By direct recruitment	(i) S.S.L.C or its equivalent (ii) Diploma in Pharmacy or Compounding Certificate issued by the Government or its equivalent And (iii) Registration in the Kerala Pharmacy Council

16	Nursing Orderly/ Maistry/ Cleaner/ Lab Assistant / Mazdoor	By promotion from Category 17	As same as for Category 17
17	X-ray Attender / Female Attendant / Attendant /Lady Attender / Lady Assistant / Attender	By direct recruitment	Should have passed Standard VII and should not have acquired Graduation

**Group III Local Infrastructure Development and Engineering Wing, LSGD
(LIDE, LSGD)**

Sub Group (a) Civil Wing

1	First Grade Draftsman/ First Grade Overseer	(i)By promotion from Category 2 (ii) By direct recruitment	Diploma in Civil Engineering or nay other qualification recognized as equivalent thereto.
Note:- Appointment by promotion and by direct recruitment shall be made in the ration 1:1			
2	Second Grade Draftsman / Second Grade Overseer	(i) By promotion from Category 3 (ii) By direct recruitment	(i) SSLC or its equivalent and (ii) must possesses any one of the following:- (a) Kerala Government certificate examination(2 years course) in Civil Engineering (b) Diploma in craftsmanship in the trade of draftsman(civil) obtained after 18 months course(followed by 6 months practical training) at the Industrial Training Institute/ Centres, conducted by the Government of India, Ministry of Labour.

			(c) Diploma (2 years course) in Civil Engineering in Womens polytechnics.
Note :- Appointment by promotion and by direct recruitment shall be made in the ratio 1:1			
3	Third Grade Draftsman / Third Grade Overseer	By direct recruitment	(i) SSLC or its equivalent and (ii) must possesses any one of the following:- (a) Kerala Government certificate examination(2 years course) in Civil Engineering (b) Diploma in craftsmanship in the trade of draftsman(civil) obtained after 18 months course(followed by 6 months practical training) at the Industrial Training Institute/ Centres, conducted by the Government of India, Ministry of Labour. (c) Diploma (2 years course) in Civil Engineering in Womens polytechnics.

Sub Group (b) Electrical Wing

1	First Grade Overseer	(i)By promotion from Category 2 (ii) By direct recruitment	Diploma in Electrical Engineering or Diploma in Electronics and Communication Engineering or any other qualification recognized as equivalent thereto.
Note:- Appointment by promotion and by direct recruitment shall be made in the ration 1:1			
2	Second Grade Overseer	(i) By promotion from Category 3 (ii) By direct recruitment	(i) SSLC or its equivalent and (ii) must possesses any one of the following:- (a) Kerala Government certificate examination(2 years course) in Electrical Engineering (b) Diploma in craftsmanship in the trade of draftsman(Electrical) obtained after 18 months course(followed by 6 months practical training) at the Industrial Training Institute/ Centres, conducted by the Government of India, Ministry of Labour. (c) Diploma (2 years course) in Electrical Engineering in Womens polytechnics.
Note :- Appointment by promotion and by direct recruitment shall be made in the ration 1:1			
3	Electrician	By direct recruitment	(i) SSLC or its equivalent and (ii) National Trade Certificate/ Vocational Higher Secondary School Certificate in the concerned Trade / Electrical Oversear course or equivalent thereto and (iii) wiremen's Licence

Sub –Group (c) Mechanical Wing

1	Foreman	(i)By promotion from Category 2 (ii) By direct recruitment	(i) Diploma in Mechanical Engineering or Automobile engineering or any other qualification recognized as equivalent thereto (ii) Experience in repair and maintenance works of both Light and Heavy vehicles (Petrol and Diesel Engines) for not less than three years in an auto mobile workshop of a transport Organization approved by Government and (iii) should possess a valid current licence to drive Heavy Motor Vehicles with badge.
Note :- Appointment by promotion and by direct recruitment shall be made in the ratio 1:1			
2	Mechanic Grade I	(i)By promotion from Category 3 and 4 (ii) By direct recruitment	i) SSLC or its equivalent and (ii) must possess any one of the following:- (a) Kerala Government certificate examination(2 years course) in Mechanical/ Automobile Engineering (b) Diploma in craftsmanship in the trade of draftsman(Mechanical / Automobile) obtained after 18 months course(followed by 6 months practical training) at the Industrial Training Institute/ Centres, conducted by the Government of India, Ministry of Labour. (c) Diploma (2 years course) in Mechanical / Automobile Engineering in Womens polytechnics and (iii) Experience as Mechanic for not less than 2 years in a government or Government approved workshop and (iv) should possess valid current licence to drive Heavy Motor Vehicles with badge.
Note:- Appointment by promotion and by direct recruitment shall be made in the ratio 3:2. Appointment by promotion from among Category 3 and Category 4 shall be made in the ratio 1:1			
3	Mechanic Grade II	(i) By promotion from Category 5 (ii) By direct recruitment	SSLC or its equivalent and (ii) must possess any one of the following:- (a) Kerala Government certificate examination(2 years course) in Mechanical/ Automobile Engineering (b) Diploma in craftsmanship in the trade of draftsman(Mechanical / Automobile) obtained after 18 months course(followed by 6 months practical training) at the Industrial Training Institute/ Centres, conducted by the Government of India, Ministry of Labour. (c) Diploma (2 years course) in

Mechanical / Automobile Engineering in Womens polytechnics and
 (iii) Experience as Mechanic for not less than 1 year in a government or Government approved workshop and
 (iv) should possess a valid current licence to drive Heavy Motor Vehicles with badge.

Note :- Appointment by promotion and by direct recruitment shall be made in the ratio 1:1

4	Automobile Electrician	By direct recruitment	(i) SSLC or its equivalent and (ii) must possess any one of the following:- (a) Kerala Government certificate examination(2 years course) in Electrical Engineering (b) Diploma in craftsmanship in the trade of draftsman(Electrical) obtained after 18 months course(followed by 6 months practical training) at the Industrial Training Institute/ Centres, conducted by the Government of India, Ministry of Labour. (c) Diploma (2 years course) in Electrical Engineering in Womens polytechnics. (iii) Experience as Electrician for not less than 1 year in a Government or Government approved workshop and (iv) should possess a valid current licence to drive Light Motor Vehicles.
5	Mechanic Assistant	By direct recruitment	i) SSLC or its equivalent and (ii) pass in any of the Trade of All India Trade Test(ITI) in Mechanic Motor Vehicles/ sheet metal work/ painting/ blacksmithy/ welder and should

			possesses National Apprenticeship Trade Certificate in the concerned Trades and subsequent work experience for a period of not less than one year in a Government approved Automobile workshop and (iii) should possess a valid current licence to drive Light Motor Vehicles.
6	Unskilled Worker	By direct recruitment	(i) should have passed standard VII and should not have acquire Graduation and (ii) Experience in patchwork, Painting for a period of not less than 2 years in a Government or Government approved workshop.

Sub –Group (d) Electricity Wing of Thrissur Corporation

1	Special Grade Driver I	By promotion from Category 2	As same as for Category 9
2	Special Grade Driver II	By promotion from Category 5	As same as for Category 9
3	Sub-Engineer	By promotion from Category 6	(i) SSLC or its equivalent and (ii)(a) Certificate in Electrical engineering obtained after passing an examination conducted by competent authority after having undergone a course of study of not less than 2 years from a Technical School or a Technical Training Centre or an Institution recognized for the purpose by Government or (b) Certificate obtained after having passed an Examination conducted by a competent authority in the Trade of Lineman/ Wireman/ Electrician after 18 months course in ITI and 6 months in Plant Training or (c) Certificate from National Council for Vocational Training (NCVT) (both regular and private) in Electrician/ Wireman/ Electronics or Diploma in Electrical Engineering/ Electronics and Communication Engineering Or (d) MGTE/ KGTE Group certificate in Electrical Engineering covering the following subjects namely 1. Electrical Light and Power (Higher) 2. Applied Mechanics (Lower) 3. Heat Engines(Lower) 4. Machine Drawing(Lower) and (iii) 5 years service as Overseer and

By direct recruitment

Lineman in Sub Group (d) of Group III of the Subordinate service.

- (i) SSLC or its equivalent
- (ii)(a) Diploma in Electrical Engineering of a recognized Institution after 3 years of course of study
Or
- (b) Diploma in Electronics and Communication Engineering of a recognized Institution after 3 years of course of study
- (c) Certificate in Electrical Engineering from any one of the recognized Technical School shown below with 5 years experience under the KSEB or the electrical wing of the Trissur Corporation
 1. City and Guilds London : Examination in Electrical Engineering in A/C and D/C of Intermediate or final Grade
 2. Krishna Rajendra Technological Institute (2 years Course)
 3. SMT School Overseers – Certificate in
Electrical & Mechanical Engineering (2 years Course)
 4. Certificate in Electrical Engineering of the Engineering College , Thiruvananthapuram or Technological Institute , Thrissur or equal Course(2 years)
 5. Certificate in Electrical Engineering CNT Institute , Chennai(2 years Course)
 6. Certificate obtained from PSG Institute , Coimbatore (2 years Course)
 7. Electricians Course Certificate , College of Engineering Kolkata(2 years Course)
 8. Certificate in Electrical Wiring of the Industrial School kozhikode
 9. MGTE/ KGTE Group Certificate in (Electrical Engineering) four subjects Viz,
Electrical Light and Power (Higher), Applied Mechanics (Lower), Heat Engines(Lower), Machine Drawing(Lower)
 10. Departmental 3 years Apprentice Course Training and pass in the final examination
 11. Craftsman Certificate from Industrial training Centre as Electrician, wireman, or Lineman
 12. Certificate of grade II proficiency

			test in the Trade of Electrician under Technical Training Scheme(Demob) Or (d) MGTE/KGTE in Electrical Light and Power (Higher)with 5 years experience as Overseer (Electrical) under the KSEB or the Electrical Wing of the Thrissur Corporation
Note:- 30 percent of the posts will be filled up by direct recruitment, 10 per cent by recruitment by transfer from among qualified employees below the cadre of Sub –Engineer and the balance 60 percent will be filled up by promotion from qualified employees in Category 6			

4	Senior Assistant	By promotion from Category 7	Graduation from a recognized University
5	Driver Grade I	By promotion from Category 9	As same as for category 9
6	Overseer	By promotion from Category 12	As same as for Category 12
Note :- Appointment by promotion from among the unqualified and qualified employees in Category 12 shall be made ratio of 60:40. Out of the 40 percent earmarked for qualified hands, 25 percent shall be reserved for persons having 2 year Certificate Course in I.T.I (Electrical and Electronics), 10 per cent shall be reserved for persons with I.T.I (Non – Electrical) and 5 per cent shall be reserved for person with a pass in Standard VIII and 5 years field experience.			

7	Junior Assistant / Cashier	(i) By direct recruitment (ii) By transfer from qualified employees below the cadre of Junior Assistant/ Cashier.	Graduation from a recognized University (i) Higher secondary Education (Plus Two) or its equivalent and (ii) Three years service in the feeder Categories in Sub Group(d) of Group III of the Subordinate Service.
Note :- Appointment by direct recruitment and by transfer shall be made in the ratio 17:3			
8	Lower Division Typist/ Junior Fair Copy Assistant	By direct recruitment	(i) SSLC or its equivalent and (ii) Lower Grade Certificate in Typewriting Malayalam(K.G.T.E) or its equivalent and (iii) Lower Grade Certificate in Typewriting English(K.G.T.E) and Computer Word Processing or its equivalent.
Note:- Those who have passed the Lower Grade Certificate in Typewriting English (K.G.T.E) before January, 2002 should produce separate certificate in “Computer Word Processing” or its equivalent.			
9	Driver Grade II	(i) By direct recruitment	(i) Pass in Standard VII and (i) Must possesses Motor Driving Licence with endorsement for Driving Heavy Duty Vehicles and (iii) 3 years experience in Driving Heavy

		(ii) By transfer from qualified employees below the cadre of Driver grade II	<p>Duty Vehicles either in Military or Civil and</p> <p>(iv) Medical Fitness:</p> <p>(a) Ear : Hearing should be perfect</p> <p>(b) Eye : Distant Vision-6/6 snellen Near Vision- 0.5 snellen Colour Vision- Normal Night Blindness- Nil</p> <p>(c) Muscles and joints : No paralysis and all joints with free movements.</p> <p>(d) Nervous System : Perfectly Normal. Free from any infectious diseases.</p> <p>(e) Medical fitness must be proved by a Medical Certificate obtained from a Medical Officer not below the rank of a Civil Surgeon.</p> <p>(i) Pass in Standard VII and</p> <p>(ii) Must possesses Motor Driving Licence with endorsement for Driving Heavy Duty Vehicles and</p> <p>(iii) Medical Fitness:</p> <p>(a) Ear : Hearing should be perfect</p> <p>(b) Eye : Distant Vision- 6/6 snellen Near Vision- 0.5 snellen Colour Vision- Normal Night Blindness- Nil</p> <p>(c) Muscles and joints: No paralysis and all joints with free movements.</p> <p>(d) Nervous System: Perfectly Normal. Free from any infectious diseases.</p> <p>(e) Medical fitness must be proved by a Medical Certificate obtained from a Medical officer not below the rank of a Civil Surgeon.</p> <p>(iv) Three years service in the feeder Categories in Sub Group(d) of Group III of the Subordinate Service.</p>
10	Meter Mechanic Grade II	By promotion from Category 12 or Category 13 or Category 14	<p>(i) pass in Standard VIII and</p> <p>(ii) National Trade Certificate in Electrician/ Wireman/ Electronics Trade</p> <p>Or</p> <p>(iii) K.G.C.E. in Electrical from an Institution recognized by the Government of Kerala.</p> <p>Or</p> <p>(iv) MGTE/ KGTE Group Certificate in Electrical Engineering covering the following subjects namely :-</p> <p>(a) Electrical Light and Power (Higher)</p> <p>(b) Applied mechanics(Lower)</p> <p>(c) Heat Engines(Lower)</p> <p>(d) Machine Drawing(Lower)</p>
11	Filter Operator	By promotion from Category 12 or Category 13 or Category 14	<p>(i) pass in Standard VIII and</p> <p>(ii) National Trade Certificate in Electrician/ Wireman/ Electronics Trade</p> <p>Or</p>

		recruitment	Diploma in Architecture (3 year) or any other qualification recognized as equivalent thereto.
Note:- Appointment by promotion and by direct recruitment shall be made in the ratio			
7:3			
2	Draftsman Grade II/ Town Planning Surveyor Grade II	(i) By promotion from Category 3. (ii) By direct recruitment	(i) S.S.L.C or its equivalent and (ii) Pass in Building drawing and estimating (Higher) and (iii) Surveying and Levelling (Lower) and Pass in any one of the following subjects under K.G.T.E./M.G.T.E. (a) Building materials and Construction (Lower) (b) Geometrical drawing (Lower) S.S.L.C. or its equivalent and (iia). Must possess any of the qualifications mentioned in Section 'B' in the Annexure to this Rules. or (iib) Pass in V.H.S.E. Draftsmanship in Building Technology Or Quantity Surveying and Surveying.
Note:- Appointment by promotion and by direct recruitment shall be made in the ratio			
1:1			
3	Tracer	(i) By promotion from Category 4 (ii) In the absence of qualified persons under item (i) above, by promotion from any other Category in the Subordinate Service (iii) By direct recruitment	(ia) S.S.L.C. or its equivalent and (ib) Pass in Building Drawing and Estimating (Lower) and (ic) pass in any of the following subjects under K.G.T.E./M.G.T.E a) Surveying and Levelling (Lower) (b) Geometrical Drawing (Lower) (c) Building materials And construction (Lower) And (id) Two years service in the feeder category/categories or (iia) S.S.L.C or its equivalent and (iib) Seven years service in the feeder category/categories and adequate proficiency in tracing and drafting. i) S.S.L.C or its equivalent and (ii) Pass in Building Drawing and estimating (Higher) and (iii) Surveying and Levelling (Lower) and (iv) Pass in any one of the following subjects under K.G.T.E./M.G.T.E. (a) Building materials and construction (Lower) (b) Geometrical drawing (Lower)
Note:- Appointment by promotion and by direct recruitment shall be made in the ratio			
1:1			

4	Blue Printer	<p>(i) By promotion from any Category in the Subordinate Service</p> <p>(ii) In the absence of qualified persons under item (1) above, by direct recruitment</p>	<p>i) S.S.L.C or its equivalent and (ii) Proficiency in Ammonia Printing which will be judged in a practical test to be conducted by the Town and Country Planning Wing of the Department</p> <p>(i) S.S.L.C or its equivalent and (ii) Proficiency in Ammonia printing (The proficiency will be judged on the basis of a practical test in Ammonia printing conducted by the Kerala Public Service Commission)</p>
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Group V Miscellaneous Wing

1	Driver Selection Grade (Heavy Duty Vehicle)	By promotion from Category 8	As same as for Category 19
2	Surveyor Grade I	<p>(i) By promotion from Category 11</p> <p>(lii) By direct recruitment</p>	<p>(i) S.S.L.C or its equivalent and</p> <p>(ii) Head Surveyors Selection Test (Travancore) or Theodolite Survey Test and Mapping Test (Cochin) or Head Surveyors Test and Sub-Assistant Test (Madras) or Head Surveyors Test conducted by the Kerala Public Service Commission or Chain Survey Test and Higher Survey Test or I.T.I Certificate in Surveyor Trade with Six months inplant training or I.T.I.(Surveyor Trade) 2years course</p>
3	Assistant Curator	By direct recruitment	Graduation in Botany
4	Artist cum photographer cum cinema operator Gr I	By promotion from Category 15	As same as Category 15
5	Community Organiser / Social Worker / Social Mobiliser	By direct recruitment	M.S.W or M.A in Sociology

6	Land Tenure Coordinator	By direct recruitment	S.S.L.C or its equivalent									
7	Sergeant	By direct recruitment	<p>(i) Must be a pensioned Junior Commissioned Officer of the Army or equivalent in the Navy or Air Force.</p> <p>Or</p> <p>(ii) in the absence of candidates with qualifications mentioned in item (i) above, candidates with literacy in English and 10 years Military Service in the Army, Navy or Air Force.</p> <p>Or</p> <p>(iii) In the absence of qualified persons under item (i) and (ii) above, S.S.L.C or its equivalent with six months Police or Military Training and</p> <p>(iv) A working knowledge in Malayalam, Tamil or Kannada shall be an essential qualification and</p> <p>(v) The candidate shall produce a medical Certificate from a Medical Officer not below the rank of a Civil Surgeon Grade II to prove the following physical qualification at the time of interview</p> <p>(a) (i) Height - 167cms</p> <p>(ii) Chest - 81cms with a minimum expansion of 5 cms. (Minimum height and chest measurement shall be 160 cms and 76 cms respectively for SC/ST candidates. The minimum chest expansion of 5 cms shall however be applicable for them also)</p> <p>(b) Visual standards with Glasses.</p> <table style="margin-left: auto; margin-right: auto;"> <thead> <tr> <th></th> <th>Right eye</th> <th>Left eye</th> </tr> </thead> <tbody> <tr> <td>Distant Vision</td> <td>6/6 Snellen</td> <td>6/6 Snellen</td> </tr> <tr> <td>Near Vision</td> <td>0.5 Snellen</td> <td>0.5Snellen</td> </tr> </tbody> </table> <p>Each eye must have full field of Vision. Colour blindness, squint or any morbid condition of the eyes or eyelid of the either eye shall be a disqualification</p>		Right eye	Left eye	Distant Vision	6/6 Snellen	6/6 Snellen	Near Vision	0.5 Snellen	0.5Snellen
	Right eye	Left eye										
Distant Vision	6/6 Snellen	6/6 Snellen										
Near Vision	0.5 Snellen	0.5Snellen										
Note:- Physically Handicapped candidates shall not be eligible to apply for the post												

8	Driver (Senior Grade) Heavy Duty Vehicle	By promotion from Category 13	As same as for Category 19
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9	Plumbing Inspector	By promotion from Category 26	As same as for Category 26
10	Roller Driver Grade I	By promotion from Category 14	As same as for Category 14.
11	Surveyor Grade II	By direct recruitment	<p>(i) S.S.L.C or its equivalent and</p> <p>(ii)(a) Any of the qualifications mentioned in item (ii) in respect of Category 2 above</p> <p style="text-align: center;">Or</p> <p>VHSE Draftsmanship, Quantity Surveying and Surveying or Building Technology and Surveying</p> <p style="text-align: center;">Or</p> <p>(ii)(b) Experience in Military Service for a period of 6 years in Surveyor Trade shall be deemed as sufficient technical qualification for the post in the case of Ex-servicemen.</p>
12	Balawadi Teacher	By direct recruitment	<p>(i) SSLC or its equivalent and</p> <p>(ii a) A Certificate of successful completion of Nursery Teachers Training issued by the Government</p> <p style="text-align: center;">Or</p> <p>(ii b) Nursery Teachers Training Certificate or Balasevika Training Certificate issued by the State Council for Child Welfare or Pre- primary Teachers Training Certificate issued by the Government</p> <p>examinations, Kerala. Preference will be given to Teachers with any one of the above training qualifications.</p>
13	Driver Grade I (Heavy Duty Vehicle)	By promotion from Category 19	As same as for Category 19
14	Roller Driver Grade II	By direct recruitment	<p>(i) National Trade Certificate in the trade of Mechanic (Diesel) or Mechanic (Motor vehicles) and</p> <p>(ii) 3 years experience in driving Road Rollers and Heavy Diesel Engines</p>

15	Artist cum photographer cum cinema operator Gr II	By direct recruitment	<p>(i) Pass in Standard VII and</p> <p>(ii) Must have practical experience in photography with various types cameras, including developing, printing and finishing and</p> <p>(iii) Must have experience in drawing sketches, plans, maps, portraits and painting with water colour and</p> <p>(iv)(a) Must possess Certificate of Training in Cinema Operation from the U.S Information Service or from any other Government recognized Institute and experience in operating film projectors, epidiascopes etc,</p> <p>Or</p> <p>(iv)(b) one years experience in operating Cinema Projection Equipment.</p>
16	Meter Inspector	By promotion from Category 27	<p>(i) Diploma in Craftsmanship or Trade certificate in Plumbing Trade of Industrial Training Institute / Industrial Training Centre and 3 years experience as Meter Reader</p> <p>Or</p> <p>(ii) S.S.L.C or its equivalent and 5 years experience as Meter Reader</p>
17	Data Entry Operator	By direct recruitment	<p>(i) Higher Secondary Education (Plus Two) or Vocational Higher Secondary Education.</p> <p>(ii) I.T.I Certificate in Computer Operation or its equivalent</p>
18	Tractor Driver	<p>(i)By promotion from Category 35</p> <p>(ii) in the absence of qualified persons under item(i) above by promotion from category 27 or 29 of Group I</p> <p>(iii) In the absence of qualified persons under item (i) & (ii) above By transfer from among qualified contingent</p>	<p>(i) Pass in Standard VII and</p> <p>(ii) National Trade Certificate in any of the following :-</p> <p>(a) Mechanic (Tractor)</p> <p>(b) Mechanic (Motor Vehicles)</p> <p>(c) Mechanic (Diesel) and</p> <p>(iii) Experience for one year in the Trade. (Proficiency in the field work will be assessed in a practical test and</p> <p>(iv) Must possess a valid Tractor Driving License</p>

		employees with a minimum of 4 years service (iv) By direct recruitment	
19	Driver Grade II(HDV)	(i)By promotion from Category 35 (ii) in the absence of qualified persons under item(i) above by promotion from category 27 or 29 of Group I (iii) In the absence of qualified persons under item (i) & (ii) above By transfer from among qualified contingent employees with a minimum of 4 years service (iv) By direct recruitment	(i) Pass in Standard VII and (ii) Must possess Motor Driving Licence with endorsement for Driving Heavy Duty Vehicles and (iii) Experience for 3 years in driving Heavy Duty Vehicles. (iv) Medical Fitness : (a)Ear: Hearing should be perfect (b)Eye: Distant Vision – 6/6 snellen Near Vision - 0.5 snellen Colour Vision - Normal Night Blindness - Nil (c) Muscles and joints : No paralysis and all joints with free movements (d) Nervous System : perfectly Normal. Free from any infectious diseases. (e) Medical fitness must be proved by a Medical Certificate obtained from a Medical Officer not below the rank of a Civil Surgeon
20	Welder	By direct recruitment	(i) Pass in Std. VII and (ii) National Trade Certificate in the Trade of Welder.
21	Mechanic (Motor Vehicles)	By direct recruitment	(i) S.S.L.C or its equivalent and (ii) Mechanics Certificate or 3 years experience in a well equipped Mechanical Workshop or Fitter Test Certificate or a Certificate in Automobile Engineering awarded after undergoing prescribed course of study in I.T.I or I.T.C : Provided that in the case of Ex –serviceman the following qualifications shall be considered sufficient. (i) Pass in standard IX and (ii) One year experience as Mechanic in the Military Service .

22	Fitter	By direct recruitment	(i) Pass in Standard VII and (ii) National Trade Certificate in the trade of Fitter or junior technical School Leaving Certificate in the trade of Fitter.
23	Blacksmith	By direct recruitment	(i) Pass in Standard VII and (ii) National Trade Certificate in the trade of Blacksmith
24	Pump Operator	By direct recruitment	(i) Pass in Standard VII (ii) National Trade Certificate issued under Tradesman after 18 months course from ITI in the Trade followed by six months inplant training
25	Furnace Operator	By direct recruitment	(i) S.S.L.C or its equivalent. (ii)(a) Certificate in electrical Engineering issued after a course of study of two years from an institution recognised by the Government Or (ii)(b) National Trade Certificate issued under the Craftsman Training Scheme after 18 months course form the Industrial Training Institution in the Trade of Electrician followed by six months inplant training Or (ii)(c) M.G.T.E or K.G.T.E Group Certificate in Electrical Engineering 4 subjects namely , in Electrical Engineering Light and Power (Higher) , Applied Mechanics (Lower) , Higher Engines(Lower) Mechanic Drawing (Lower). Experience of not less than one year in an electrical undertaking .
26	Plumber	By direct recruitment	(i) Pass on Standard VII and (ii) Plumbers Certificate of the industrial Certificate Training Institute or Work Establishment Service as Plumber in Water Works for not less than 5 years or 5 years practical experience in plumbing in any recognised or approved Engineering firm or any equivalent qualifications

27	Meter Reader	By direct recruitment	<p>(i) Diploma in Craftsmanship or Trade Certificate in plumbing Trade of the Industrial Training Institute / Industrial Training Centre</p> <p>Or</p> <p>(ii) S.S.L.C or its equivalent with 3 years practical experience in reading water - meters as certified by an officer not below the rank of an Executive Engineer in charge of Water Works Unit.</p>
28	Park Superintendent	By promotion from Category 34	<p>(i) S.S.L.C. or its equivalent and</p> <p>(ii) Training in Horticulture and</p> <p>(iii) Experience in Gardening for 5 years</p>
29	Cook	By direct recruitment	<p>(i) S.S.L.C or its equivalent and</p> <p>(ii) K.G.C.E in Food Production from Government Food Craft Institute or any other equivalent qualification recognised by Government</p>
30	Carpenter Cum Blacksmith	By Direct recruitment	<p>(i) Pass in Standard VII and</p> <p>(ii a) Must possess a Certificate in Blacksmithy or Carpentry obtained from a Government Industrial Training Centre.</p> <p>Or</p> <p>(ii b) Must have successfully completed Training in Blacksmithy or Carpentry in any of the Government production-cum-training centres or workshops and</p> <p>(iii a) Practical experience for a total minimum period of one year in both the trades out of which the candidates should have worked in each of these trades for a period of not less than 6 months.</p> <p>Or</p> <p>(iii b) Practical experience in both the trades together for a total period of 2 years in a modern workshop.</p>
31	Mechanic	<p>(i) By promotion from any Category in the Subordinate Service</p> <p>(ii) In the absence of qualified persons under item (i) above</p>	<p>(i) Must have successfully completed IC Mechanics course of Industrial Training Institutes or any equivalent qualification</p> <p>Or</p> <p>(ii) Must have 3 years practical experience in repair and maintenance of machinery.</p>

		, by direct recruitment	
32	Library Attender		
33	Carpenter	By direct recruitment	(i) Pass in Standard VII and (ii) National Trade Certificate in the Trade of Carpentry
34	Gardner	By direct recruitment	(i) Should have passed Standard VII and should not have acquired Graduation and (ii) Training in Horticulture
35	Lorry Cleaner	By direct recruitment	(i) Should have passed Standard VII and should not have acquired Graduation and (ii) Good physique
36	Balawadi Ayah	By direct recruitment	(i)) Should have passed Standard VII and should not have acquired Graduation and (ii) Experience for not less than one year as Ayah of children gained from a government Institution or from any Institution registered under the Societies Registration Act, 1860 (Central Act XXI of 1860) or the Travancore-Cochin Literary Scientific and Charitable Societies Registration Act, 1955 (XII of 1955)

Note 1 : Experience mentioned in item (ii) above, should be one gained after acquiring the General Educational Qualifications prescribed in item(i)

Note 2: The post of Balawadi Ayah shall be reserved exclusively for women candidates

37 Chainman

ANNEXURE

[Referred to in Rule 5, Group IV]

Qualification

SECTION A

(a) Diploma in Civil Engineering or Architecture or any other qualification

recognized by Government as equivalent thereto.

(b) Post Diploma qualification in Town and Country Planning

SECTION B

(i) Diploma

(a) Diploma in Civil Engineering (2 years course) of Women's Polytechnic or any other qualification recognised by Government as equivalent thereto.

(ii) Certificate

(a) Group Certificate under K.G.T.E or M.G.T.E (Group Certificate will include all the four groups viz., Building Drawing, Building Construction, Survey and Irrigation.)

(b) Pass in the following eight subjects under K.G.T.E/M.G.T.E. viz.

(1) Surveying and Levelling (Higher)

(2) Applied Mechanics (Higher)

(3) Building Materials and Construction (Higher/Lower)

(4) Hydraulics and Irrigation (Higher)

(5) Building Drawing and Estimating (Higher)

(6) Earthwork and Road making (Higher)

(7) Geometrical Drawing (Lower)

(8) Mensuration (Lower)

(c) National Apprenticeship Certificate (Surveyor)

(d) National Apprenticeship Certificate (Civil)

(e) National Trade Certificate (Surveyor)

(f) National Trade Certificate (Draftsman Civil)

9.Appointing authority:- The appointing authority for the categories constituted at the District level coming under all the Groups shall be the Joint Director, LSGD (District) and for all other categories at State level coming under the all the Groups shall be the Principal Director, Local Self Government Department.

10.Reservation of appointment.- The rules regarding reservation of appointment contained in rules 14 to 17 B of part II of the Kerala State and Subordinate Service Rules, 1958 shall apply to appointment by direct recruitment provided that in the case of direct recruitment from among Departmental candidates, the above rules will not apply.

11.Qualification regarding age.- No person shall be eligible for appointment by direct recruitment to any post falling under any of the categories, except the posts specifically mentioned hereunder, if he has not completed 18 years of age or has completed 36 years of age as on the first day of January of the year in which applications for appointments are invited:

Provided that the upper age limit for appointment by direct recruitment to the post of Driver Grade II, in Category 22 of Group I, in Category 9 of Sub Group (d) of Group III, Roller Driver Grade II in Category 14, Tractor Driver in Category 18 and Driver Grade II (Heavy Duty Vehicles) in Category 19 of Group V shall be 38 years:

Provided further that usual relaxation in upper age limit shall be allowed to candidates belonging to Scheduled Castes, Scheduled Tribes, Other Backward Classes, Ex-service men and Physically Handicapped Persons.

12. Probation.-Every person appointed to any post included under any of the categories shall, from the date on which he joins duty be on probation:-

(i) if appointed by direct recruitment or by transfer through the Kerala Public Service Commission or by transfer to a category to which direct recruitment is one of the method of appointment, for a total period of two years on duty within a continuous period of three years and

(ii) if appointed by transfer to a category to which direct recruitment is not one of the method of appointment or by promotion or by appointment, for a total period of one year on duty within a continuous period of two years.

13. Test qualification.- (1) Every person in a post in Category 11 or in Category 19 under Group I and Category 3, Category 5 and Category 6 under Group V appointed by direct recruitment or by appointment or by transfer or by promotion shall pass the Manual of Office Procedure, within the period of probation, if he has not already passed it.

(2) Every person in a post in Category 11 appointed by direct recruitment and in Category 19 appointed either by direct recruitment or by transfer shall pass, if he has not already passed, the Panchayat Test and the Kerala Municipal Tests so as to become eligible for promotion:

Provided that in the case of Joint Block Development Officer, Extension Officer or Village Extension Officer in the Rural Development Department who had satisfactorily completed the pre service course of 6 months or the in service course of 3 months, as the case may be, in any of the Extension Training Centres in the State, as on the date of commencement of these Rules, will be exempted from passing the tests stated in sub -rule (1) and sub -rule (2) above.

(3) Every person appointed in Category 7 under Sub Group (d) of Group III shall pass, Departmental Test for Ministerial Staff of the K.S.E.B. within the period of Probation and Account Test (Lower) for the Ministerial and Executive Staff of the K.S.E.B so as to become eligible for promotion.

14. Training.- (1) Any person selected to any post included in Category 11 or Category 19 under Group I by direct recruitment has to complete an in-service training for 3 months after

such appointment, in the Kerala Institute of Local Administration or in any other Training Institution approved by the Government and during that period of training he had to be paid the pay and allowances of the post of Legal Assistant or Clerk, as the case may be.

(2) Those who are selected for appointment by transfer to any post included in Category 19 under Group I have to undergo a training for a period of 3 months after such appointment, in the Kerala Institute of Local Administration or in any other Training Institution approved by the Government and they shall be paid during the period of training an amount equal to the pay and allowances of the post of the Clerk.

(3) Those who are promoted to any post included under Category 12, Category 5 (a), 5 (b) or Category 1 (a), 1(b) have to undergo in-service training for 3 months after such promotion in the Kerala Institute of Local Administration or in any other Training Institution approved by the Government.

(4) Candidates selected to any post included in Category 17 under Group II have to undergo an in service training for 3 months.

(5) In the case of persons who have earlier attended the training for a period as provided in sub-rule (1) or sub-rule (2) or sub-rule (3) or sub – rule (4) above, no further training is necessary

15) Special Provision for the employees who had been working under the Panchayat Department, Urban Affairs Department, Municipal Common Service, Rural Development Department, Town and Country Planning Department and the Local Self Government Engineering Service before the commencement of these Rules.

i) The seniority of every category of officers who had been in service in the Panchayat Department, Urban Affairs Department, Municipal Common Service, Rural Development Department, Town & Country Planning Department and Local Self Government Engineering Service immediately before the date of commencement of these rules shall be protected and continued to be reckoned for promotion as provided in Rule 27 Part II KS&SSRs. This shall be applicable to the existing Lecturers of Extension Training Centres until their retirement.

ii) Subject to the provisions in sub-rule 15(i), every officer shall be entitled to the same rights as to seniority and promotion as would have been available to him before the commencement of these Rules had the integrated service, namely the Local Self Government Department Service not been constituted.

iii) Appointment to various posts included in the integrated service which were notified for appointment by KPSC prior to integration will be based on the special rules then in force.

(iv) Vacancies arising in the post of Extension Officer (Corporation/ Municipality/ Panchayat) Grade I included in Category 12 shall exclusively be earmarked for promotion from the post of Village Extension Officer Grade II (redesignated as Extension Officer (Corporation/ Municipality/ Panchayat) Grade II) till the last person holding that post as on the date of commencement of these Rules is promoted and also subject to the provisions contained in Rule 15(iii) above. Thereafter vacancies arising in the post of Extension Officer (Corporation/ Municipality/ Panchayat) Grade I shall be treated as vacancy in Category 12 for promotion as per these Rules.

(iv) There shall be a complaint redressal mechanism to address the grievances with regard to these Rules, for a period of six months from the date of publication of this Special Rules.

By Order of the Governor,

Additional Chief Secretary to Government.

Explanatory Note

(This does not form part of the notification, but is intended to indicate its general purport.)

At present, the services under the Panchayat Department, Urban Affairs Department, Municipal Common Service, Rural Development Department, Local Self Government Engineering Service and the Town and Country Planning Department coming under the Local Self Government Department are governed by different sets of Special Rules.

On the basis of the devolution of powers intended to strengthen the Local Self Government Institutions, as envisaged under Articles 243G and 243 W of the Constitution of India inserted by the 73rd and 74th Constitutional Amendment Acts of 1992, the Kerala Panchayat Raj Act, 1994 (13 of 1994) and the Kerala Municipality Act, 1994 (20 of 1994) were enacted. The above State Acts empower the Government to make rules under the Kerala Public Services Act, 1968(19 of 1968) to regulate the classification, method of recruitment, conditions of service etc. of the Officers and the employees of the Local Self Government Institutions and to provide for the constitution of a separate service or cadre, either for the whole State or for each district.

In the Governor's speech held on the floor of the Assembly in 2008, the intention of the Government to unify the various Departments coming under the Local Self Government Department was declared. As per G.O.(MS) No.61/2011/LSGD dated 26-02-2011, it was ordered to constitute a common service integrating the services under the Panchayat, Rural Development, Urban Affairs, Town and Country Planning, Local Self Government Engineering Wing and the Municipal Common Service of the Local Self Government Department and entrusted the work of preparation of the Special Rules, with the Secretary to Government, Local Self Government Department. Again in the Governor's address delivered on the floor of the Assembly on 24-6-2016, it was declared that a common service will be constituted by integrating the various services under the Local Self Government Department,

In the above circumstances, the Government have decided to integrate the above said services coming under the control of the Local Self Government Department and to constitute a common service for the unified Department. Accordingly, the Special Rules for the State and Subordinate Services of the Kerala Local Self Government Department are issued.

This notification is intended to achieve the above objective.
