

GOVERNMENT OF KERALA

No.16989/Adv. C3/91/P&ARD.

Thiruvananthapuram, dated 6.9.1991.

PERSONNEL & ADMINISTRATIVE REFORMS (ADVICE.C) DEPARTMENT

CIRCULAR

Sub: Public Service- Reporting vacancies to PSC- Instructions reiterated.

- Ref: 1. G.O.(MS) 112/71/PD dated 22.4.1971.  
2. Circular No.53063/SD4/75/PD dated 26.7.1975.  
3. Circular No.57209/SD4/86/GAD dated 25.8.1986.  
4. Circular No.141096/SD4/86/GAD dated 13.11.1986.  
5. G.(P)N.17/89/P&ARD dated 9.6.1989.  
6. G.O.(P)48/90/P&ARD dated 13.11.1990.

The existing instructions in regard to reporting vacancies to Public Service Commission on contained in the orders/circulars referred to above are the following:-

1. When there is a ranked list, vacancies shall invariably be filled up with the candidates in that list.
2. Provisional appointments through Employment Exchanges shall not be resorted to in respect of any post for which there is PSC ranked list.
3. Vacancies that are likely to continue beyond three months need alone be reported to Public Service Commission on for advising candidates. This means that vacancies not exceeding three months period have to be kept unfilled.
4. Even if there is no ranked list with Public Service Commission in respect of a post to be filled up by direct recruitment, all vacancies sin that category, that are likely to continue beyond three months have to be reported to Public Service Commission then and there. This is for the purpose of initiating the selection process.

In spite of these clear instructions, complaints have been voiced even in the current session of the Legislative Assembly that certain Heads of Departments/appointing authorities have filled up vacancies in some posts for which Public Service Commission ranked lists are available by resorting to appointments through Employment Exchanges. This is clear violation of the standing instructions. Heads of Departments/ other appointing authorities will see that appointments, if any, made through Employment Exchange or otherwise in violation of standing instructions against posts for which PSC ranked list are available are terminated forth with and vacancies other than those that stand reserved for making appointments of dependents of Government servants dying in harness, as per G.O.(P)No.4/91/P&ARD dated 17.1.1991 are reported to Public Service Commission at once.

Receipt of this Circular shall be acknowledged and a report of compliance shall be sent to commissioner and Secretary to Government, Personnel and Administrative Reforms Department before 30.9.1991.

Any violation of these instructions by any Head of the Department/appointing authority will be viewed seriously and the officer concerned shall be help personally responsible.

P.Shanmughasundaram,  
Commissioner & Secretary to Govt.

To

All Heads of Departments/appointing authorities and offices.

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Endt. On E3-50371/91(F.Dis) dated 30-9-1991.

Office of the  
Chief Conservator of Forest  
Thiruvananthapuram

Copy to all Sub Officers for information and necessary action.

Receipt of the Circular should be acknowledged

Copy to all Seats in Establishment.

Copy to stock file.

For Chief Conservator of Forests.

AV/5.10

Endt on E1/9747/91 dt 26/11/91

Copy to E2 and A3 section

Copy to AA,SS,SS&HH & officer

Copy to stock file.