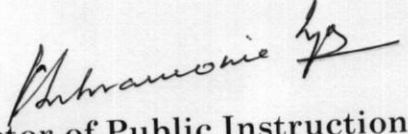


Endt.No. D3/29090/2017/DPI

Office of the Director of Public Instruction  
Thiruvananthapuram, dated /04/2017

Government letter is communicated to ADPI (General & Academic), DDE's, DEO's, Principals of DIET and all concerned for information and necessary action.

  
For Director of Public Instruction

To,

All concerned



GOVERNMENT OF KERALA  
GENERAL EDUCATION (G) DEPARTMENT



29/4/17

No: G3/165/2017/G.Edn.

Thiruvananthapuram,  
Dated, 12/04/2017

From  
The Secretary to Government.

To  
The Director of Public Instructions, Thiruvananthapuram.  
The Director of Higher Secondary Education, Thiruvananthapuram.  
The Director of Vocational Higher Secondary Education, Thiruvananthapuram.  
The State Project Director , SSA, Thiruvananthapuram.  
The Director, SCERT, Thiruvananthapuram.  
The Director, SIET, Thiruvananthapuram.  
The Director, SIEMAT, Thiruvananthapuram.  
The Executive Director, IT@School Project, Thiruvananthapuram.  
The Director, SIMC, Pangappara, Thiruvananthapuram.  
The Director, State Resource Centre, Thiruvananthapuram.  
The Executive Director, SCOLE Kerala, Vidya Bhavan, Poojappura, Thiruvananthapuram.  
The Director, Kerala State Literacy Mission Authority, Thiruvananthapuram.  
The Director, RMSA, 7<sup>th</sup> floor, Trans Towers, Vazhuthacaud, Thiruvananthapuram.  
The State Project Director , Mahila Samakhya Society, Thiruvananthapuram.  
The Text Book Officer, Thiruvananthapuram.

Sir,

Sub: General Education – IAS- Appointment by selection -Reg.  
Ref: Letter number 1272365/Spl.A1/2017/GAD dated 25/03/2017.

I am directed to forward a copy of the letter cited with its enclosure and request you to send list of eligible persons as per the qualifications listed in para 2 of the letter. List should reach Government by 15<sup>th</sup> of this month positively.

Yours faithfully

**S.V. ANIL KUMAR**  
**UNDER SECRETARY**  
For Secretary to Government

Approved for issue

Section Officer



## GOVERNMENT OF KERALA

No. 1272365/Spl.A1/2017/GAD

General Administration  
(Special A) Department,  
Thiruvananthapuram.  
Dated:25.03.2017Pl. circulate  
to all in field  
From

  
30/3

The Chief Secretary to Government

The Additional Chief Secretary/Principal Secretaries/  
Secretaries(in name cover).

Sir,

Sub:- IAS –Appointment by selection – Nomination from Non SCS Officers – called  
for – Reg.Ref:- 1. Letter No. 14015/12/2017-AIS (1) dated 25.01.2017 from Department of  
Personnel and Training, Government of India.

2. G.O.(Ms) No. 106/2014/GAD dated 05.05.2014

\*\*\*\*\*

I am directed to inform that the Government of India have determined 01(one)  
vacancy for the select list year 2016 (Non SCS) in the selection quota of Kerala Cadre IAS  
(vacancies arisen between 01.01.2016 to 31.12.2016).

*As per IAS (Appointment by Selection) Regulations 1997, Officers of  
Outstanding merit and ability and not belonging to the State Civil Service but  
serving in connection with the affairs of the State, who satisfy the following  
eligibility conditions as on 01.01.2016 are eligible for consideration in the  
Non SCS category.*

*i) Should have completed not less than 8 years of continuous Service  
under the State Government on the first day of January of the year in which  
his case is being considered in any post, which has been declared equivalent  
to the post of Deputy Collector in the State Civil Service.*

*ii) Should hold a gazetted post in a substantive capacity and*

*iii) Should not have attained the age of 56 years*

*An officer who is facing departmental inquiry and who is having  
adverse remarks or of doubtful integrity cannot unequivocally said to be of  
outstanding merit and ability.*

-2-

The State Government as per G.O.(Ms) No. 106/2014/GAD dated 05/05/2014 (copy enclosed) have issued revised guidelines for the selection of Non SCS officers.

As per condition laid down in Sl. No. 1 the Authority designated for nominating the eligible Non SCS officers are the Secretaries/Principal Secretaries / Additional Chief Secretaries under whom a candidate has been working for the last 3 years, for a period not less than one year.

Therefore you are requested to nominate eligible officers in the proforma enclosed with a detailed assessment report & Integrity Certificate (Separate sheet). The CRs (original) should be up to date and complete in all respects as per existing instructions/orders on maintenance of Annual Confidential Reports of Officers i.e., the CRs should have been written by the Reporting Officers and reviewed by the Reviewing authority indicating the dates of reporting/reviewing and specifying the name of Reporting/Reviewing Officers and duly accepted by Accepting Authority as per Confidential Report Regulations. The Reports should be shown to the reportees and representation if any received against adverse remarks in the report should be disposed off. The defects noticed in the ACRs should have to be rectified by the Department concerned before furnishing the same to this Department. The proposal are to be sent to this Department at your level only.

**The process should be treated as strictly confidential.**

Nomination complete in all aspects with report should reach this Department on or before 24.04.2017. ✓

Yours faithfully,  
Sreekumar N K,  
Additional Secretary,  
For Chief Secretary to Government.

Approved for issue,



Section Officer.



## GOVERNMENT OF KERALA

Abstract

IAS – Guidelines for Nomination of Officers for inclusion in the zone of consideration for selection to the IAS from Non State Civil Service Officers – Revised guidelines - Orders issued.

## GENERAL ADMINISTRATION (SPECIAL A) DEPARTMENT

G.O.(Ms) No. 106/2014/GAD

Dated Thiruvananthapuram, 05.05.2014.

Read:- 1) G.O.(Rt) No. 715/2003/GAD dated. 24/01/2003.  
 2) G.O.(Rt) No. 2390/2009/GAD dated 01/04/2009.  
 3) G.O.(Rt.) No. 3263/2013/GAD dated 22.04.2013.

ORDER

As per the Government Order read as 3<sup>rd</sup> paper above, Government had issued guidelines for the assessment of eligible candidates for inclusion in the zone of consideration for selection to IAS from Non State Civil Service officers. The Zone of Consideration for selection to the IAS from the Non State Civil Service officers for the year 2013 was constituted through the aforesaid guidelines. But the Selection Committee chaired by the Chairman, Union Public Service Commission did not find anyone, included in the Zone of Consideration, eligible for selection to IAS.

2. Government have examined this matter in detail. It is found that the parameters contained in the guidelines were too rigid and did not leave much room for State to make an appropriate assessment. Also a major reason for all candidates failing was the poor performance of the officers at the final interview.

3. A Committee chaired by the Chief Secretary with Additional Chief Secretary (Finance), Additional Chief Secretary (Home & Vigilance) and Additional Chief Secretary (Higher Education & Social Justice) as members have studied the aforesaid issues and suggested a revised guidelines for selection of Non State Civil Service officers.

4. In this circumstances Government are pleased to revise the guidelines issued vide Government Order read as 3<sup>rd</sup> paper above for nomination of officers for inclusion in the zone of consideration for selection to the IAS from Non State Civil Service Officers as given in the Annexure to this Government Order.

5. Government Order read as 3<sup>rd</sup> paper above stands modified to the above extent.

(By Order of the Governor)  
 E.K.Bharat Bhushan  
 Chief Secretary to Government.

To

The Secretary to Government of India, Ministry of Personnel, Public Grievances & Pensions, Department of Personnel & Training, Government of India,  
 New Delhi-110 001 (with CL)



-2-

The Secretary, Union Public Service Commission, Dholpur House, Shahjahan  
Road, New Delhi (With CL)

The General Administration (SC/Spl C) Departments

✓ The Web and New Media Division, I&PRD

(for uploading in [www.gadsplais.kerala.gov.in](http://www.gadsplais.kerala.gov.in))

Copy to:

The Principal Secretary to Chief Minister

The Private Secretary to Chief Minister

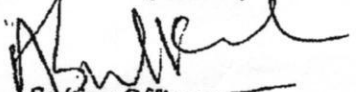
The Additional Secretary to Chief Secretary

CA to Additional Secretary, General Administration (Spl A&C) Departments.

Disposals leading to G.O.(Rt)No. 3263/2013/GAD dated 22/04/2013.

SF/OC.

Forwarded/By Order,

  
Section Officer

**REVISED GUIDELINES FOR NOMINATION OF OFFICERS FOR INCLUSION IN THE ZONE OF CONSIDERATION FOR SELECTION TO THE IAS FROM NON STATE CIVIL SERVICE OFFICERS**

1. Nominations of officers fulfilling the conditions for selection to be obtained from any of the Secretaries/Principal Secretaries/Additional Chief Secretaries, under whom a candidate has been working for the last 3 years, for a period not less than one year.
2. The Secretaries /Principal Secretaries /Additional Chief Secretaries should send nominations of officers along with an assessment report on the performance of the officer.
3. Chief Secretary will first assess the suitability of an officer on the basis of the performance appraisal report, assessment report and the parameters mentioned in serial no :6 of the guidelines and the qualified persons will be called for an interview.
4. The total of 100 marks for evaluating the performance of the officer will be distributed as follows:
 

I. Gradings in the previous 5 years Annual Confidential Report	- 50
II. Distinctions earned in Government service	- 10
III. Field Experience	- 10
IV. Interview	- 30
5. Maximum of 50 marks will be set apart for the Annual Confidential Report (ACRs). Each of the ACR shall be examined as to whether the reporting /reviewing officers have carefully considered the Performance of the officer and whether the number of "A" Grades have been properly substantiated. For the purpose of computation "A" grade will be awarded 5 marks "B" grade will be awarded 4 marks and Zero marks for lower grades. In the instances where the reporting officer has not substantiated the reason for the number of "A" grades there is no justification to consider such "A" Grade as superior to "B" Grades and hence in such a performance Appraisal report both A and B grades may be given 4 marks each. In case of gaps in the ACRs, the previous ACRs up to a maximum of 3 years will be considered to make up a total of 5 years. The average of the marks in respect of performance appraisal shall be taken for the final reckoning.

6. ***Distinctions earned in Government service means*** - Recognition granted for specific contribution in implementing new initiatives/ programmes in the preceding 5 years, Good service entries awarded by Government which are reflected in the ACR for the concerned period, State / National level awards, International exposure during the period under reference.

7. **INTERVIEW**

A maximum of 30 marks shall be awarded based on the suitability for appointment to IAS, as assessed by a committee consisting of Chief Secretary (Chairman), 3 Additional Chief Secretary level Officers nominated by Chief Secretary and Secretary, General Administration.

8. Punishment, if any awarded in the entire career of the officer will be counted as disqualification.
9. The moderation envisaged in ACRs through various Government Orders shall be dispensed with in the case of consideration of ACRs for selection to the IAS.
10. Chief Secretary will select suitable officer based on the above Guidelines for inclusion in the zone of consideration for selection to IAS from among the nominations received.



SPECIMEN FORMINTEGRITY CERTIFICATE

I have seen the entries in the Annual Confidential Records of

Shri/Smt.....

.....in respect of his/her Integrity and i certify his/her Integrity.

Name :

Designation :

STATEMENT SHOWING THE PARTICULARS OF NON-SCS OFFICERS WHOSE CASES ARE PROPOSED TO BE CONSIDERED FOR APPOINTMENT TO IAS UNDER THE IAS (APPOINTMENT BY SELECTION) REGULATIONS 1956:

1. Sl.No. :
2. Name :
3. Date of Birth :
4. Date of Continious :  
appointment to a post  
declared equivalent to the  
post of deputy collector in  
the state civil service. The  
designation and pay of scale  
and the classification (Class  
I or II) of the post held  
should be indicated.
5. Date of Confirmation in a :  
gazetted post.
6. Designation of the post in :  
which the officers has been  
confirmaed under Rules
7. Whether the officer belong :  
to SC/ST

Name :

Designation :