

KERALA STATE ELECTRICITY BOARD LIMITED
SPECIAL RULES, 2021

In exercise of the powers conferred under section 4 of the Kerala Public Service Commission (Additional Functions) Act, 1963 and as specified in rule 2 (16) of Part I of Kerala State & Subordinate Services Rules, 1958, the Government of Kerala hereby makes the following Special Rules to regulate the recruitment and appointments in the service of Kerala State Electricity Board Limited (herein after referred as Company).

PART I

GENERAL

1) Short title, Commencement and Extent:

- (i) These rules may be called the Kerala State Electricity Board Limited Special Rules, 2021 and shall come into force on the date of issue of the Government Order / Notification.
- (ii) These rules shall apply to all the members who are appointed in the service of Company from the date of effect of these special rules, except to those who are specifically excluded from these rules.

2) Definitions :- In these rules, unless the context otherwise requires:

- (i) **Appointment by promotion** means appointment of an approved probationer to a higher category in the direct line of promotion. Appointment of a member of the service from a category in a lower stream to a higher stream or from a lower time scale to a higher time scale in the same stream shall be treated as promotion.
- (ii) **Appointment by transfer means** appointment of an approved probationer in one category to another category, which is not in the direct line of promotion.
- (iii) **Appointed to the service:** - A person is said to be appointed to the service when, in accordance with these rules, he/she discharges for the first time the duties of a category whether permanent or temporary borne on the cadre of the service or commences the probation prescribed for the members thereof.

- (iv) **Approved probationer** means a member of the service who has satisfactorily completed his/her probation in a category of the service and awaits appointment as a full member thereof.
- (v) **Company** means the Kerala State Electricity Board Limited constituted under the Companies Act, 1956 and the Electricity Act, 2003.
- (vi) **Departmental Test** means the test prescribed for members in the service of the Company.
- (vii) **Director Board** means the Board of Directors of Kerala State Electricity Board Limited.
- (viii) **Direct recruitment:** - A person is said to be directly recruited by the Public Service Commission to the service when he/she is appointed substantively for the first time to the service of the Company.
- (ix) **Full member** means a member of the service who has been appointed substantively to a permanent category borne on the cadre thereof.
- (x) **Government** means the Government of Kerala.
- (xi) **Probationer** means a member of the service who has not completed his/her probation.
- (xii) **Degree** means the bachelor's degree in any subject awarded or acknowledged by any University recognised by the University Grants Commission/National Institute under Government of India.
- (xiii) **Diploma** means a certificate of diploma issued by All India Council for Technical Education, which certifies that the recipient has successfully completed a particular course of study.
- (xiv) **Sanctioned Strength** means the total number of posts sanctioned by the Director Board from time to time in a particular category.

3) Interpretation: - Any dispute arising out of these rules regarding its interpretation shall be decided by the Chairman & Managing Director, which shall be appealable before the Director Board.

PART II

CONSTITUTION, QUALIFICATIONS, APPOINTMENTS, PROBATION AND PROMOTION

1) Constitution: - The Kerala State Electricity Board Limited service shall consist of the following classifications:

- (i) Kerala State Electricity Board Limited Service (Officers)
- (ii) Kerala State Electricity Board Limited Subordinate Service (Workmen)

The categories of officers and workmen belonging to the above classifications are detailed in Annexures - I & II.

2) Appointment :-

- (i) Appointment to various categories under Rule 1, Part II of these rules shall be made by direct recruitment, appointment by transfer and by promotion as stipulated in Annexures- I & II in the following streams.
 - (a) Electrical
 - (b) Civil
 - (c) General Administration
 - (d) Law
 - (e) Finance / Auditing
 - (f) Information Technology (IT)
 - (g) Communication Technology
 - (h) Human Resource Management
 - (i) Multi-Tasking Staff (MTS) (Compassionate Only)*

* Multi-Tasking Staff – The job profile, duties and responsibilities of Multi-Tasking Staff will be decided in accordance with their qualification, skill, aptitude etc. Multi-Tasking Staff will be posted in the identified places as per requirement and they are bound to exercise the duties and responsibilities fixed by the Company from time to time.

- (ii) **Method of appointment:** - Appointment to any of the categories in the service shall be as per the methods prescribed in item (5) of Annexure-I to these rules. The posts of Assistant Company Secretary, Company Secretary and other specified special positions will be filled up through Kerala Public Service Commission by special notice as and when required.

Provided that the Chairman & Managing Director with the concurrence of the Full Time Directors may appoint a duly qualified member of another service or in the service of a Local Self Government Institution or a Statutory Corporation or Public Sector Undertaking under the State Government or any other Central / State Government Institution and appoint him/her to a post in the service for a specified term:

Provided that-

- (a) Such post remained vacant for more than three months continuously.
- (b) If such appointment is made in any direct recruitment category, it shall be made only after reporting the vacancies to Kerala Public Service Commission.
- (c) Such appointment will be made for a period of one year which is further extendable up to a maximum period of five years.
- (d) The extension beyond the initial period of one year shall be made with the concurrence of Director Board.
- (e) Provided further that the Chairman & Managing Director with concurrence of Full Time Directors may, if he/she is satisfied that members of the Scheduled Caste and Scheduled Tribes are not adequately represented in any category or categories in the service, make special recruitment to such number of categories in such category or categories as are required to make up the deficiency or part thereof and candidates so recruited may be appointed to any of the existing vacancies in the category or to any supernumerary categories created for the purpose of such appointment. Such appointments will be made in the direct recruitment categories only. Where the special recruitment is made to a vacancy which is not permanent, the person appointed may, notwithstanding anything contained in this Rule 6.(ii), Part II, be retained in the category till he/she is absorbed in a permanent vacancy.

(iii) **Procedure for Direct Recruitment :-**

- (a) In order to ensure timely recruitment, the following procedures shall be followed, provided there is no recruitment ban;
- (1) Direct recruitment will be made yearly basis according to the number of vacancies. The validity of the rank list will be one year from the date of its publication.
 - (2) Vacancies that may arise in each category for the next calendar year shall be estimated and reported to the Kerala Public Service Commission every year on or before 1st of April invariably after considering the request of inter district transfer and compassionate appointment.
 - (3) When a rank list published by the Kerala Public Service Commission is live, all vacancies shall be filled up from the above rank list.
 - (4) While reporting vacancies, prescribed percentage of vacancies should be set apart for inter-district transfer, appointment under compassionate employment scheme and regularisation of sports personnel on completion of their bonded period as prescribed in these special rules.
 - (5) All vacancies with a duration of six months and above, except vacancies on maternity leave, shall be reported to the Public Service Commission.
- (b) Direct recruitment to various categories belonging to various streams will be done through Kerala Public Service Commission either of the following methods.
- (1) District-wise recruitment
 - (2) State -wise recruitment
- (c) District-wise recruitment will be made to specified categories as given in Annexure-I, subject to the following conditions.
- (1) The candidates recruited district-wise shall work in the respective district for a minimum period of 5 years.
 - (2) No request for transfer shall be entertained from one district to another within a period of 5 years from the date of commencement of service.
 - (3) Inter-district transfer will result in loss of seniority even in cases where state-wide seniority list is maintained except in the case of promotion.
 - (4) Only up to 10% of the vacancies arising in a year in a category will be filled up by inter-district transfer after 5 years.

- (5) No employee can claim inter-district transfer as a matter of right.
- (6) The inter-se-seniority of inter district transferee will be fixed as explained below:
 - a) The transferee will not get any undue advantage over a senior employee who was originally recruited in that district having equal or more service in that district.
 - b) That transferee will only be treated as junior to the junior-most employee in the same category in their district.
 - c) For determining the inter-se-seniority of the above persons, the date of advice of the Public Service Commission to the originally recruited category alone will be taken into account.
 - d) The inter-se-seniority of the transferees in the new district will be fixed each year by 31st December as per Rule 27 of the Kerala State & Subordinate Services Rules. Thereafter, they will be brought into the common seniority list of the district, and will be placed as junior to the junior-most employee working in the category in which he/she was originally recruited.
- (iv) **Joining Time:** - Candidates appointed to any category in the service by direct recruitment method shall have to join duty within a period of 15 days from the date of receipt of the appointment order. If they fail to join duty within the prescribed period, their appointments will be treated as cancelled.

Provided that-

- (a) Extension of joining time for a period of 45 days may be granted by the Appointing Authority, in deserving cases, based on the written request of the candidates.
- (b) Extension of joining time up to 3 months from the date of appointment order will be granted by the Chairman & Managing Director to those candidates who are in the midst of any educational course or are undergoing any training, so as to enable them to complete the course/training.
- (c) Application for extension beyond 45 days shall be submitted to the Chairman & Managing Director through the Appointing Authority within 45 days from the date of appointment order.
- (d) No request for extension of joining time beyond 3 months from the date of appointment order will be entertained.

(v) **Promotion: -**

- (a) Promotion to certain categories, as mentioned in Annexure-II, will be made by selection as prescribed in Rule 28 of the Kerala State & Subordinate Services Rules, 1958, seniority being considered based on merit and ability as specified in sub clause (c) below.
- (b) Promotion to higher categories will be considered only after declaration of prescribed probation and minimum service stipulated in the lower category.
- (c) For promotion to selection categories, merit and ability of a candidate will be decided by the Departmental Promotion Committee (DPC) based on the Annual Performance Appraisal Report (APAR) for the preceding three years of DPC meeting. The officers selected by the Departmental Promotion Committee will only be included in the Select List and ranked in accordance with their seniority in the feeder category. The persons included in the Select List will be promoted as and when a vacancy arises in the promotion post. The candidates not included in the Select List will lose seniority in the promotion post even though they are senior in the feeder category.
- (d) If any employee could not attend / successfully complete the training as specified in the training policy due to reasons beyond his/her control and capacity, the required training shall be attended within six months from the date of promotion. The orders of such relaxation shall be issued separately on examining the merit of the case by the appointing authority and duly approved by the next higher authority. In their case it shall be ensured that the required training is provided within the prescribed time limit.
- (e) The Candidates appointed as Multi-Tasking Staff (MTS) will be provided with a Time Bound Grade Promotion on completion of 10 years, 18 years, 25 years and 31 years.
- (f) The method of promotion of all categories of workmen/officers including promotion to selection categories are detailed in Annexure-II.

(g) **Relinquishment of promotion**

- (1) Promotion can be relinquished either permanently or temporarily, but relinquishment which is detrimental to public interest and conditional ones shall not be accepted.
- (2) Any relinquishment shall entail loss of seniority to the extent relinquished.
- (3) Temporary relinquishment shall be for a minimum period of one year.
- (4) Temporary relinquishment of promotion from one category/grade to another category/grade shall be permitted only once in the service of an officer.
- (5) Those who relinquish promotion permanently shall not be entitled to the benefit

of Time Bound Grade Promotions further, if applicable.

- (6) An employee who got the benefit of Time Bound Grade Promotion will not be generally permitted to relinquish promotion to that grade. If it is unavoidable and approved by the Company, relinquishment can be done provided, the financial benefit already drawn shall be refunded with applicable interest.

(h) Constitution of Departmental Promotion Committee (DPC)

There will be four Departmental Promotion Committees as detailed below:

- (1) Departmental Promotion Committee (Higher- Technical) [For promotion to 14th Level of Officers and above in Electrical, Civil, Communication and IT wing].
- (2) Departmental Promotion Committee (Higher – Non Technical) [For promotion to 14th Level of Officers and above in General Administration, Human Resource, Finance & Audit and Legal wing].
- (3) Departmental Promotion Committee (Lower - Technical) [For promotion to all other Selection categories not covered by DPCs (Higher-Technical) in Electrical, Civil, Communication and IT wing].
- (4) Departmental Promotion Committee (Lower – Non Technical) [For promotion to all other Selection categories not covered by DPCs (Higher – Non Technical General Administration, Human Resource, Finance & Audit and Legal wing].

3) Appointing Authority: - The Chairman & Managing Director shall be the appointing authority for all categories, but the officers delegated by the Director Board may exercise the power to appoint persons to the various categories.

Provided that-

- (i) The Head of Human Resource Wing may post any member of the service from one category to another in the workmen category for which he/she is qualified, for a maximum period of six months. Further extension shall be made subject to the concurrence from the Director Board.
- (ii) Re-appointment to any category shall be made by the Director Board.

Note:-For the purpose of initiating disciplinary action against officers/workmen, the details of authorised appointing authority will be explained in the Regulations issued separately.

4) Qualifications: -

(i) **General:** - No person shall be eligible for appointment to the service by direct recruitment, unless he/she satisfies the appointing authority that he/she-

- (a) is a citizen of India,
- (b) is of sound health, active habits and free from bodily defect or infirmity which renders him/her unfit for service,
- (c) is of good character, conduct and antecedents.

Note: - The character and antecedents of all candidates recruited to the service of Company shall be got verified before regularising their appointment.

(ii) **Educational and Special Qualifications:** -

- (a) Subject to other provisions in these Rules, the educational and special qualifications prescribed for appointment to a category shall be as indicated in item number 8 of Annexure-I or those prescribed by the Director Board from time to time as equivalent qualifications. Candidates possessing higher educational qualifications than the prescribed minimum educational qualification/s for a category are also eligible to apply for the category. The experience required for certain categories are indicated as item 10 of Annexure-I. All candidates shall acquire the prescribed educational & special qualifications and experience on or before the date of notification for recruitment / by transfer appointment by the Kerala Public Service Commission. Scheduled Caste / Scheduled Tribe candidates are totally exempted from acquiring the experience prescribed to each category.

Provided that all initial appointments to the various categories shall be provisional and shall be confirmed subject to verification of the veracity and authenticity of the certificates of qualification produced by the candidate for recruitment/appointment.

- (b) Employees shall be given permission to pursue higher studies in their particular stream which will help them in their career advancement. They can either join for part time course or avail LWA without loss of their seniority during the period of study. Permission to avail LWA for study purpose shall be given up to a maximum of 4% of the cadre strength only. Applicants will be selected on the basis of their seniority in KSEBL from the requests received before 31st March each year.

- 5) Age Limit:** - All candidates appointed to the service by direct recruitment must have completed 18 years but not attained 30 years of age as on the first day of January of the year in which the notification inviting application for recruitment is published.

Provided that-

- (i) the upper age limit for appointments in certain categories will be fixed appropriately by the Company as per requirement.
- (ii) the upper age limit shall be raised by five years in the case of a person belonging to a Scheduled Caste or a Scheduled Tribe and by three years in the case of a person belonging to Other Backward Classes.
- (iii) in the case of Ex-servicemen, the upper age limit shall be raised by five years.

6) Probation: -

(i) Conditions of Probation

- (a) Every person appointed to any category shall from the date on which he/she joins duty, be on probation:
 - (1) If recruited direct, for a total period of two years on duty within a continuous period of three years;
 - (2) If appointed by promotion, for a period of one year on duty within a continuous period of two years.
- (b) All employees recruited directly to the officer categories and those workmen appointed to the officer categories by promotion shall pass the Account Test (Lower) and Departmental test prescribed for Executive Officers/Ministerial Officers, as the case may be, for declaration of their probation. Level 7 employees directly recruited in General Administration, Human Resources, Finance & Audit and Law Wing shall pass the Account Test (Lower) and Departmental test prescribed for Ministerial staff for declaration of their probation.
- (c) A probationer in any category of the service, who is appointed to a category carrying an equivalent or higher scale of pay in the service, shall be entitled to count towards his probation in the former category any period of duty in the latter category, if during such period he would have held a position in the former category, but for such appointment.
- (d) A member of the service deputed in public interest to discharge the duties of another category in an equivalent or higher scale of pay in any other service shall be eligible to count the period of such deputation for probation in the category in which he/she was a

probationer at the time of his/her deputation or would have been a probationer but for his/her deputation, provided the competent authority of the service to which the member is deputed certifies that the member's work and conduct during the period of deputation are satisfactory.

- (e) When a probationer has appeared within the period of probation for any special qualification tests, and the results of the tests are not published before the expiry of the period of probation, such period shall stand extended until the publication of the results and on publication of the results, if the probationer is found to have passed the test, his/her probation shall be declared with effect from the date on which he/she had satisfactorily completed the prescribed period of probation.
- (f) Where there are more than one grade to the same category and duties and responsibilities attached to the various grades are one and the same, and the appointment to the higher grades are made by promotion from the lower grades, then the probation shall be insisted only in the lowest grade to such category.
- (ii) **Completion of probation:** - If at the end of the prescribed or extended period of probation as the case may be, the appointing authority/authority authorised by the Director Board considers the probationer to be suitable for full membership, it shall issue an order declaring the probationer to have satisfactorily completed his/her period of probation. On the issuance of such an order, the probationer shall be deemed to have satisfactorily completed his/her probation on the date of expiry of the prescribed or extended period of probation as the case may be.
- (iii) **Extension of Probation:** - In the case of a probationer failing to acquire the special qualifications, the appointing authority may extend his/her probation for a maximum period of two years, to enable him/her to acquire special qualifications or pass the prescribed test, as the case may be, or to enable the appointing authority to decide whether the probationer is suitable for full membership or not. Extension of probation beyond two years may, however, be ordered by the Board of Directors if found necessary. In cases where the probation of a probationer is extended, a condition shall, unless there are special reasons to the contrary, be attached to the order of extension of probation, that the probationer's increment shall be stopped until he/she is declared to have satisfactorily completed his/her probation and by the end period for which his/her probation is extended. Such stoppage of increment shall not be treated as penalty but only as a condition of extension of probation and shall not have the effect of postponing future increments after he/she has passed the prescribed tests or examinations or after he/she is declared to have satisfactorily completed his/her probation. In

the case of an employee unable to declare the required probation within the extended period also, the service of the candidate will be terminated on due notice.

7) Appointment as full member: - An approved probationer shall, if a substantive vacancy in the permanent cadre of the category for which he/she was selected exists, be appointed as a full member of the Service in such category at the earliest possible opportunity, and if such vacancy existed from a date previous to the issue of the order of appointment as full member, he/she may be so appointed with retrospective effect from such date or, as the case may be, from a subsequent date from which he/she was continuously on duty as a member of the Service in such category or in a higher category.

Provided that-

- (i) Where more than one approved probationer is available for such appointment, the senior most on the date of occurrence of vacancy shall be appointed;
- (ii) A member of the service completing his/her probation earlier than another member of the service senior to him/her by virtue of completion of probation alone, shall not be confirmed before the member senior to him/her. A senior member shall be confirmed according to his/her seniority in the service after he/she completes satisfactorily the period of his/her probation.

Explanation :- An approved probationer who has been on leave or on other duty shall be deemed to be on duty as a member of the service in the category concerned if he/she would have been on duty in such category or in a higher category but for his/her absence on leave or on other duty.

8) Seniority: -

- (i) Seniority of a member in a category shall, unless he/she has been reduced to a lower rank as punishment, be determined by the date of his/her first appointment to such category:

Provided that where the initial appointment is temporary, seniority shall be determined by the date on which he/she commences probation;

- (a) In the case of appointments under Compassionate Employment Scheme/Sports

recruitment, seniority of the candidate will be reckoned with effect from the date of order of the Appointing Authority.

- (b) If the date of advice of direct recruitment candidates and date of appointment order of candidates appointed under Compassionate Employment Scheme & Sports recruitment happens to be the same, the direct recruitment candidates will be the senior.
- (c) In all other cases, seniority will be decided as per Rule 27 of Kerala State & Subordinate Services Rules, 1958 and its amendments issued by the Government from time to time.
- (ii) Where any difficulty or doubt arises in applying this rule, seniority shall be determined by the appointing authority.
- (iii) If any ratio as specified in the General Rule 5 of the Kerala State & Subordinate Services Rules, 1958 is prescribed for appointment by promotion in any category, such promotion will be made strictly in accordance with the seniority in the feeder category, subject to the ratio specified in these rules. For this purpose a seniority list will be prepared from the date of appointment in the feeder category as prescribed in Rule 27 of the Kerala State & Subordinate Services Rules, 1958.

9) Training: -

(i) Conditions of Training: -

- (a) Employees appointed in certain categories shall undergo an integrated class room/ inplant/ induction level training for a specified period. The categories of employees required to attend the training, method of training and its duration will be decided by the Company from time to time.
- (b) The employees so appointed shall execute an Indemnity Bond that he/she shall serve for a minimum period of five years after successful completion of training.
- (c) If he/she fails to comply the conditions prescribed in the Bond, he/she shall remit the indemnity bond amount specified in the Bond.
- (d) The training period will count as duty for all purposes including increment, service weightage and Time Bound Grade Promotions. Those candidates to whom the training is made mandatory shall complete the prescribed training satisfactorily, otherwise their probation will not be declared. The matter of satisfactory completion of training shall invariably be recorded in the service records.

10) Test Qualification: - Notwithstanding anything contained in Rule 4(ii), Part II of these rules, if a member so appointed does not pass the departmental test prescribed as special qualification for

promotion or declaration of probation for any category, grade or category within the prescribed period he/she shall be reverted to the category, grade or category from which he/she was so appointed and shall not again be eligible for appointment under this rule:

Provided that a person so reverted shall not by reason only of his/her appointment under this rule be entitled to any preferential claim to future appointments to any category or grade as the case may be, to which he/she had been appointed under this rule.

Explanation: - Special qualification means a pass in departmental test conducted by the Kerala Public Service Commission for the employees of the Company.

11) Reservation of appointments for Scheduled Castes/Scheduled Tribes and other Backward

Classes: - The rules in force in the General Rules in Part II of the Kerala State & Subordinate Services Rules, 1958 regarding reservation of appointments of Scheduled Castes/Scheduled Tribes and Other Backward Classes shall apply to direct recruitments to the Service.

Provided that all initial appointments against the reservation quota under these rule shall be provisional which shall be confirmed later subject to production of a valid community certificate issued by the competent authority during the period of six months immediately preceding the date of appointment.

12) Reservation of vacancies in specified categories for compassionate appointment: -

(i) Notwithstanding anything contained in these rules, the Director Board may fill up such number of vacancies not exceeding 10% of the vacancies in a year, by compassionate appointment from among the dependants of the employees of the Company who die in harness. Depending upon the qualifications of the applicant, such appointment shall be confined to the following categories only.

- (a) Multi-Tasking Staff (Level 1 and Level 4) (100% for compassionate appointment)
- (b) Junior Technician (Electrical) (Male only)
- (c) Junior Technical Supervisor (Electrical / Civil / EC / IT) / Junior Programmer
- (d) Junior Administrative Assistant / Junior Personal Assistant / Junior Legal Assistant
- (e) Junior Accounting Assistant / Junior Auditing Assistant

- (ii) Such appointment shall be subject to the following conditions;
- (a) 10% of the vacancies other than MTS mentioned above shall mean 10% of the vacancies arising in the above mentioned categories in a calendar year. The educational qualifications excluding age limit prescribed for direct recruitment categories are applicable in the case of compassionate appointment also. Age limit can be relaxed by Board of Directors on case to case basis.
 - (b) Only one dependent of a deceased employee will be appointed under this rule. Those dependents who are already working in any department/institution of State/Central Government, Public Sector Undertakings/Nationalised Banks are not eligible for employment in the Company under compassionate employment scheme.
 - (c) No dependants other than widow/widower, son or daughter shall be considered as dependent of the deceased. Married son/daughter is also eligible for compassionate employment under this scheme.
 - (d) In the case of unmarried Company Employee dying-in-harness, the relatives will be considered as the dependants eligible for employment assistance in the following order.
 - (1) Mother
 - (2) Father
 - (3) Unmarried brother
 - (4) Unmarried sister
 - (e) Applications for compassionate employment shall be submitted within 2 years from the date of death of Company employee in the prescribed format (Annexure-III) in the ARU where the employee last worked. In the case of minor, the prescribed period will be 3 years after attaining majority, provided the deceased had no major son or daughter at the time of death. An applicant under the scheme will be permitted to indicate the order of priority of the category applied for. Appointment will be made in the order of priority, subject to availability of vacancies in the categories identified for compassionate appointment.
 - (f) In the application, all major dependants shall record their consent for granting employment assistance in favour of the applicant, except in the case of widow or widower. Such consent shall be countersigned by a Gazetted Officer of the State Government or Central Government. In the case of any dispute among the dependants, the candidate nominated by widow/widower shall be appointed. Legal heirship certificate in the Revenue Officer not below the rank of a Tahsildar shall also be produced along with the application.

- (g) Appointment shall not be given, if at the time of death or in the preceding year the deceased or his/her family was having an annual income over and above the income limit prescribed by the Company at that time. The upper income limit as prescribed by the Government from time to time for the Public Sector Undertakings will be made applicable to the Company also from the effective date as mentioned in the Government Order. This condition is applicable in the case of minor also.
- (h) In all cases, the appointment will be considered only after proper enquiry by a designated officer by the KSEB Limited.
- (i) The appointee shall possess all qualifications prescribed for the category to which he/she is appointed and shall satisfy all other conditions prescribed for direct recruitment.
- (j) Upper age limit for direct recruitment shall not be applicable to the widow/widower/father/mother provided the appointee has not attained the age of 50 years. In the case of unemployed son or daughter, the maximum age for appointment shall be relaxed by five years, over and above the age limit prescribed for direct recruitment.
- (k) Minimum educational qualification prescribed for Group II MTS shall be relaxed in the case of widow/widower/father/mother. In their case, the minimum prescribed educational qualification shall be pass in class VIII.
- (l) Compassionate appointment will be considered to the dependants of employees who retire on invalid grounds due to accidents occurred during the course of employment and out of employment and incapacitated permanently with a 100 percentage loss of earning capacity as specified in Sections 2(1) and (4) of the Employees' Compensation Act, 1923. In such case, the compassionate appointment will be given on production of a medical certificate issued by the State Medical Board proving his/her permanent total disablement and 100 percentage loss of earning capacity. The appointment in the said ground will be considered on the specific recommendation of a Committee constituted for this purpose with the following members:

- (1) Head of Human Resource Wing – Chairman
- (2) Head of Vigilance Section
- (3) Head of Legal Wing
- (4) One nominated person of Human Resource Wing – Convenor

- (m) All applications received in the office of the head of Human Resource Wing shall be registered in the order of its receipt in a separate register maintained for this purpose. Applications submitted within 3 months from the date of the death of the Company employee shall be given priority with reference to the date of submission of applications. If more than one application is received within the 3 month period, the inter-se-seniority of the applicants will be decided according to the date of death of the Company employee. Applications received every three months shall be processed and list of eligible candidates prepared.
- (n) While reporting for duty, the controlling authority shall ensure the identity of the candidate by verifying the photograph in the Proforma-1, Annexure-III submitted by the applicant along with the application for compassionate appointment.
- (o) Appointment once offered and the category once applied for shall be allowed to be changed if the request for change is made within the time limit prescribed in rule 12 (ii) (e) above, provided he/she has not joined the category to which he/she has been selected earlier.
- (p) Applicant will have the right to withdraw his/her application, at any time within the time limit as prescribed in rule 12 (ii) (e) above, before the job is accepted, so as to enable another dependant of the family to submit his/her application within the prescribed time limit for employment assistance.
- (q) The appointment given under the scheme will be cancelled if and when it is found that there was a misrepresentation or suppression of material facts on the part of the applicant while submitting the application.
- (r) Candidates appointed under the scheme will have the option to choose any district for appointment, and in case they are appointed in a district other than the district of option they will be transferred to the district of option at the earliest opportunity without loss of seniority.
- (s) The five year rule prescribed for inter-district transfer of district-wise recruitment will be made applicable to persons appointed under this scheme only after the candidate is posted to the district of choice.
- (t) Company will have the right to cancel the order sanctioning the appointment of persons under the compassionate employment scheme at any time, if after the issue of the order it is seen on examination that the orders were issued erroneously.
- (u) The details of applications received from the dependant of the deceased employee and the details of appointment given will be recorded in the Service Book of the deceased

employee by the appointing authority and such details shall be entered in the establishment register of the office where the deceased Company employee last worked. The above details shall invariably be captured in the HRIS in order to avoid any duplicate claim in future.

- (v) The files relating to issue of sanction for appointments which are to be retained permanently should be closed as prescribed in Manual of Office Procedures (MOP).

13) Reservation to Persons with Disability: -

- (i) 4% of the vacancies arising every year in the cadre strength or as specified in the latest RPWD Act, the following categories shall be filled up by appointing differently abled persons as specified below:
- (ii) Differently abled candidates having the following disabilities will be considered for appointment as Multi-Tasking Staff;
 - (a) blindness and low vision
 - (b) deaf and hard of hearing
 - (c) loco motor disability including cerebral palsy, leprosy cured, dwarfism, acid attack victims and muscular dystrophy.
 - (d) autism, intellectual disability, specific learning disability and mental illness.
 - (e) multiple disabilities from amongst persons under clauses (a) to (d) including deaf-blindness.
- (iii) The candidates having the benchmark disability of deaf and hard of hearing will be considered for appointment in the categories of Junior Assistant/Junior Accountant/Legal Assistant.
- (iv) All the rules and criteria in respect of probation, promotion etc. may invariably be made applicable to the candidates appointed in the identified categories.

14) Recruitment of Sports Personnel: - Sports personnel will be appointed in the supernumerary posts created for this purpose. They will be regularised later in the vacancies which arise in the regular post on completion of their bonded period. The regularised posts will be set off against the quota for direct recruitment in the particular category in which the person is selected. The selection of sports personnel will be made as per procedure detailed below:

- (i) The required team strength for various disciplines will be as follows:

Sl. No.	Name of Discipline	Maximum Team Strength
1	Basketball (Men)	12
2	Basketball (Women)	12
3	Volleyball (Men)	12
4	Volleyball (Women)	12
5	Football (Men)	22
6	Badminton (Men)	4
	TOTAL	74

- (ii) The required strength in each discipline shall not exceed the strength as mentioned above.
- (iii) Sports persons will be recruited on supernumerary basis. The number of supernumerary posts thus created shall not exceed 74 numbers at any point of time. The maximum team strength includes active sports personnel who continue in the team after the bond period also. The maximum number of sports personnel recruited under sports quota in a calendar year shall not exceed 15 (fifteen).
- (iv) Recruitment will be made as per occurrence of vacancy in each discipline, subject to the maximum team strength prescribed for each discipline.
- (v) The candidates selected under sports quota will be given appointment in the following categories based on their educational qualifications acquired at the time of selection.
- (a) Group I MTS (Junior OA/ Junior Driver / Junior WPA)
 - (b) Group I MTS (Junior Technician (Civil / EC / IT))
 - (c) Junior Technician (Electrical)
 - (d) Junior Technical Supervisor (Electrical / Civil / EC/ IT) / Junior Programmer
 - (e) Junior Administrative Assistant
 - (f) Junior Personnel Assistant
 - (g) Junior Accounting / Auditing Assistant
 - (h) Junior Legal Assistant

Note: qualified candidates with exemplary performance in international events may be considered separately by the Company, for appointing in the entry cadre at officer level if required.

- (vi) Candidates must have completed eighteen years and must not have completed twenty four years of age as on the date of notification. Relaxation of one year in upper age limit will be allowed to those sports persons who represented India and participated in international competitions in the respective game.
- (vii) Persons who are recruited under sports quota on supernumerary basis will be entitled to the benefits such as pay & allowances, periodical increments, promotion etc. as enjoyed by the regular employees.
- (viii) The selected candidates shall execute an indemnity bond for an amount of Rs.2,00,000/- (Rupees two lakh only) at the time of joining duty agreeing to serve the Company's team satisfactorily for a minimum period of 5 years from the date of joining duty.
- (ix) Till regularisation of service in the recruitment category on completion of the prescribed bond period, they will be included in the respective gradation list of the recruitment category provisionally. On completion of the minimum bond period, they will be regularised and included in the gradation list of the selected category.
- (x) If a person recruited under sports quota become eligible for promotion before the expiry of the bond period, he/she shall be promoted by creating a supernumerary post in the promotion category. After completion of the bond period he/she will be regularised in the recruitment and promotion categories, as the case may be, by fixing his/her seniority as per Rule 27 of Kerala State & Subordinate Services Rules, 1958.
- (xi) After completion of the minimum bond period of five years, the persons recruited under sports quota will be treated at par with the regular employees, subject to other conditions applicable. The players who wish to continue in the team after completion of the minimum bond period of five years will be permitted to continue with the team subject to the approval from the Company. Those players who are continuing in the team after the minimum bond period will also get the same privileges given to players under bonded obligation.
- (xii) All other service conditions applicable to regular employees are applicable to sports recruits also.
- (xiii) The eligibility criteria and selection process for sports quota recruitment is detailed below:
 - (a) candidate should have either represented the country in international competitions during the year of notification or immediately preceding two years; or
 - (b) should have represented the State in Junior/Youth/Senior category in National Championships during the year of notification or immediately preceding two years; or
 - (c) should have represented the State in National Games during the year of notification or immediately preceding two years; or

- (d) should have represented University in the Inter Zone Championship conducted under the auspices of the Association of Indian Universities during the year of notification or immediately preceding two years; or
- (e) should have attended the coaching camp of the National team during the year of notification or immediately preceding year in the respective discipline.
- (f) in the case of recruitment of sports personnel, the following selection procedure shall be adopted:
 - (1) A Window type notification inviting applications for recruitment will be published in three leading Malayalam dailies, one English daily and in the official website of Company.
 - (2) Eligible candidates have to undergo a field selection trial conducted by a committee consisting of three experts in the respective discipline constituted by the Company as given below:
 - a) A reputed coach in the respective discipline from Kerala State Sports Council/Sports Authority of India.
 - b) A former International player in the respective discipline.
 - c) A technical expert in the respective discipline from other departments/ Public Sector Undertakings/ University/ State Association.
 - (3) Shortlisted candidates have to undergo an interview conducted by the interview board constituted by the Company with the following officials from the Company.
 - a) Head of Human Resource Management – Chairman
 - b) Sports Co-ordinator – Convenor
 - c) Head of Vigilance Section
 - d) One nominated person of Human Resource Wing – Convenor

15) Time Bound Grade Promotion: - The scheme of Time Bound Grade Promotion will be as follows:

- (i) The Time Bound Grade Promotion will be eligible from the recruitment category only.
- (ii) An employee appointed in a recruitment category is eligible for 3 Time Bound Grade Promotions in the following manner:
 - (a) first Time Bound Grade Promotion will be granted on completion of 10 years of effective service in the recruitment category.
 - (b) second Time Bound Grade Promotion will be granted on completion of 8 years of

effective service after getting the first Time Bound Grade Promotion.

- (c) third Time Bound Grade Promotion will be granted on completion of 7 years of effective service after getting the second Time Bound Grade Promotion.

Note : - Effective service means the period of service which is specifically reckoned as the qualifying service in the Company for grade promotion.

- (d) the scale of pay applicable to each Time Bound Grade Promotion for each category and method of fixation of pay on grade promotion will be decided by the Company from time to time. Orders in this regard will be issued separately.
- (iii) In the case of a serving employee of the Company and who is subsequently recruited through Kerala Public Service Commission and appointed in another category, he/she will be eligible for Time Bound Grade Promotion from the newly recruited category only. In such cases, they will not be eligible for Time Bound Grade Promotion/s eligible from the post/s they held earlier.

16) Transfer and Posting: -

- (i) A member of the service or class of a service may be required to serve in any category borne on the cadre of such service or class.
- (ii) All transfers and posting shall be made by the appointing authority as per the norms prescribed by the Company from time to time.

17) Repeal and Savings: -

- (i) All orders issued hitherto for regulating the appointment/promotion in the Company are hereby repealed. Unless a contrary intention is expressly indicated in these Special Rules, appointments/promotions/exemption orders already passed under the repealed rules shall not in any way be affected by the repeal.
- (ii) The employees working in categories other than as mentioned in Annexures-I & II will continue in the said categories till their retirement/ promotion/ dismissal/ removal from service/resignation/death, whichever is earlier. In their case, the method of promotion including ratio promotion available as per repealed rules will continue. The said categories will be treated as abolished as and when either no such employee is available to work in such categories or have no opportunity to get promotion to the said category as per the repealed rules/orders.

- (iii) Any dispute or claim for appointment or promotion to vacancies which arose before the commencement of these rules shall be dealt with under the provisions of repealed rules/orders issued in this regard.
- (iv) Unless a contrary intention is expressly indicated in these Special Rules, nothing contained in these rules shall adversely affect any person who was the member of the service of the Company before these Special Rules came into force.
- (v) In the case of workmen / officers in the service of the Company on the effective date of these rules, all conditions of promotion as per the repealed rule will continue.
- (vi) Nothing contained in these Special Rules shall be construed to limit or abridge the power of the Director Board to deal with the case of any member of the service or any candidate to be appointed to the service in such manner as may appear to the Company to be just and equitable:

Provided that, when any such rule is applicable to such member or person, the case shall not be dealt with in any manner less favourable to him/her than that provided by that rule.

- 18) Amendment to Rules:** - Amendment to these rules shall not be made without prior publication and opportunity for filing appeal, if any, by the members of the Service.
- 19) Security:** - Assistants assigned with cash handling shall be required to provide a security deposit as prescribed by the Company from time to time. Fidelity guarantee bonds shall be taken from the financial institutions approved by the Company.
- 20) Scope of the General Rules of Kerala State and Subordinate Services Rules, 1958:** - The General Rules in Part I and Part II of Kerala State and Subordinate Services Rules, 1958 and its amendments issued from time to time shall apply to all employees of Company mutatis mutandis.

Qualification & Method of Appointment of Recruitment Posts

Sl. No.	Particulars		
1	Category No.	1	
2	Name of Category	Junior Technician (Electrical)	
3	Classification	Workmen	
4	Stream	Electrical	
5	Method of Appointment	Direct Recruitment (District wise)	Compassionate Appointment
6	Ratio (%)	90%	10%
7	Scale of Pay (Rs.)	Pay scale will be fixed separately	
8	Qualifications	1) A pass in S.S.L.C or its equivalent 2) Government approved 2 year National / State Trade Certificate in Electrician/Wireman 3) Pole climbing skill 4) Should possess a valid two wheeler license	
9	Age Limit	As prescribed in Rule 5, Part II of Special Rules of KSEB Limited	
10	Experience	Nil	
11	Physical Standards	1. Must not be less than 5' 2" in height. 2. Normal Eye vision 3. Differently abled candidates shall not be eligible to apply for this post	

ANNEXURE – I**Qualification & Method of Appointment of Recruitment Posts**

Sl. No.	Particulars			
1	Category No.	2		
2	Name of Category	Junior Technical Supervisor (Electrical)		
3	Classification	Workmen		
4	Stream	Electrical		
5	Method of Appointment	Direct Recruitment (District wise)	Appointment by Transfer from Senior Technician (Electrical) (Through PSC)	Compassionate Appointment
6	Ratio (%)	60%	30%	10%
7	Scale of Pay (Rs.)	Pay scale will be fixed separately		
8	Qualifications	Three year Diploma in Electrical & Electronics Engineering or its equivalent qualification from an institution recognised by AICTE. Candidates having Degree/Post Graduate Degree in Electrical and Electronics Engineering from institutions recognised by AICTE are also eligible to apply for the post.		
9	Age Limit	As prescribed in Rule 5, Part II of Special Rules of KSEB Limited		
10	Experience	Nil	Minimum 5 years experience including probation in the feeder category	Nil
11	Physical Standards	Differently abled candidates shall not be eligible to apply for this post		

ANNEXURE – I**Qualification & Method of Appointment of Recruitment Posts**

Sl. No.	Particulars			
1	Category No.	3		
2	Name of Category	Junior Technical Supervisor (Civil)		
3	Classification	Workmen		
4	Stream	Civil		
5	Method of Appointment	Direct Recruitment (District wise)	Appointment by Transfer from Senior Technician(Civil) (Through PSC)	Compassionate Appointment
6	Ratio (%)	60%	30%	10%
7	Scale of Pay (Rs.)	Pay scale will be fixed separately		
8	Qualifications	Three year Diploma in Civil Engineering or its equivalent qualification from an institution recognised by AICTE. Candidates having Degree/Post Graduate Degree in Civil Engineering from institutions recognised by AICTE are also eligible to apply for the post.		
9	Age Limit	As prescribed in Rule 5, Part II of Special Rules of KSEB Limited		
10	Experience	Nil	Minimum 5 years experience including probation in the feeder category	Nil
11	Physical Standards	Nil		

ANNEXURE – I**Qualification & Method of Appointment of Recruitment Posts**

Sl. No.	Particulars			
1	Category No.	4		
2	Name of Category	Junior Technical Supervisor (EC)		
3	Classification	Workmen		
4	Stream	Communication		
5	Method of Appointment	Direct Recruitment	Appointment by Transfer from Senior Technician(EC) (Through PSC)	Compassionate Appointment
6	Ratio (%)	60%	30%	10%
7	Scale of Pay (Rs.)	Pay scale will be fixed separately		
8	Qualifications	Three year Diploma in Electronics and Communication Engineering or its equivalent qualification from an institution recognised by AICTE. Candidates having Degree/Post Graduate Degree in Civil Engineering from institutions recognised by AICTE are also eligible to apply for the post.		
9	Age Limit	As prescribed in Rule 5, Part II of Special Rules of KSEB Limited		
10	Experience	Nil	Minimum 5 years experience including probation in the feeder category	Nil
11	Physical Standards	Nil		

ANNEXURE – I**Qualification & Method of Appointment of Recruitment Posts**

Sl. No.	Particulars			
1	Category No.	5		
2	Name of Category	Junior Technical Supervisor (IT) / Junior Programmer		
3	Classification	Workmen		
4	Stream	IT		
5	Method of Appointment	Direct Recruitment	Appointment by Transfer from Senior Technician (IT) (Through PSC)	Compassionate Appointment
6	Ratio (%)	60%	30%	10%
7	Scale of Pay (Rs.)	Pay scale will be fixed separately		
8	Qualifications	Three year Diploma in Computer Science / BSc Computer Science or its equivalent qualification from an institution recognised by AICTE. Candidates having Degree/Post Graduate Degree in Computer Engineering from institutions recognised by AICTE are also eligible to apply for the post.		
9	Age Limit	As prescribed in Rule 5, Part II of Special Rules of KSEB Limited		
10	Experience	Nil	Minimum 5 years experience including probation in the feeder category	Nil
11	Physical Standards	Nil		

ANNEXURE – I**Qualification & Method of Appointment of Recruitment Posts**

Sl. No.	Particulars			
1	Category No.	6		
2	Name of Category	Junior Administrative Assistant		
3	Classification	Workmen		
4	Stream	General Administration		
5	Method of Appointment	Direct Recruitment (District wise)	Appointment by Transfer from MTS Group-I Senior grade Employees (Through PSC)	Compassionate Appointment
6	Ratio (%)	60%	30%	10%
7	Scale of Pay (Rs.)	Pay scale will be fixed separately		
8	Qualifications	1) Degree in any discipline awarded by a UGC recognised University or National Institute under Government of India. 2) Certificate in Computer Word Processing issued by KGTE or its equivalent qualification.		
9	Age Limit	As prescribed in Rule 5, Part II of Special Rules of KSEB Limited		
10	Experience	Nil	Minimum 5 years experience including probation in the feeder category	
11	Physical Standards	Nil		

ANNEXURE – I**Qualification & Method of Appointment of Recruitment Posts**

Sl. No.	Particulars			
1	Category No.	7		
2	Name of Category	Junior Personnel Assistant		
3	Classification	Workmen		
4	Stream	HR & Personnel Management		
5	Method of Appointment	Direct Recruitment	Appointment by Transfer from MTS Group-I Senior grade Employees (Through PSC)	Compassionate Appointment
6	Ratio (%)	60%	30%	10%
7	Scale of Pay (Rs.)	Pay scale will be fixed separately		
8	Qualifications	1) Degree in any discipline awarded by a UGC recognised University or National Institute under Government of India. 2) Certificate in Computer Word Processing issued by KGTE or its equivalent qualification. 3) Bachelor of Business Administration (BBA) is desirable.		
9	Age Limit	As prescribed in Rule 5, Part II of Special Rules of KSEB Limited		
10	Experience	Nil	Minimum 5 years experience including probation in the feeder category	Nil
11	Physical Standards	Nil		

ANNEXURE – I**Qualification & Method of Appointment of Recruitment Posts**

Sl. No.	Particulars			
1	Category No.	8		
2	Name of Category	Junior Accounting/Auditing Assistant		
3	Classification	Workmen		
4	Stream	Finance /Auditing		
5	Method of Appointment	Direct Recruitment (District wise)	Appointment by Transfer from MTS Group-I Senior grade Employees (Through PSC)	Compassionate Appointment
6	Ratio (%)	60%	30%	10%
7	Scale of Pay (Rs.)	Pay scale will be fixed separately		
8	Qualifications	1) B.Com Degree awarded by a UGC recognised University or National Institute under Government of India. 2) Certificate in Computer Word Processing issued by KGTE or its equivalent qualification. 3) Proficiency in Tally / Accounting Software is desirable.		
9	Age Limit	As prescribed in Rule 5, Part II of Special Rules of KSEB Limited		
10	Experience	Nil	Minimum 5 years experience including probation in the feeder category	Nil
11	Physical Standards	Nil		

ANNEXURE – I

Qualification & Method of Appointment of Recruitment Posts

Sl. No.	Particulars			
1	Category No.	9		
2	Name of Category	Junior Legal Assistant		
3	Classification	Workmen		
4	Stream	Law		
5	Method of Appointment	Direct Recruitment	Appointment by Transfer from MTS Group-I Senior grade Employees (Through PSC)	Compassionate Appointment
6	Ratio (%)	60%	30%	10%
7	Scale of Pay (Rs.)	Pay scale will be fixed separately		
8	Qualifications	1) Degree in any discipline awarded by a UGC recognised University or National Institute under Government of India. 2) Certificate in Computer Word Processing issued by KGTE or its equivalent qualification. 3) Degree in Law acquired from a UGC recognized University or National Institute under Government of India is desirable.		
9	Age Limit	As prescribed in Rule 5, Part II of Special Rules of KSEB Limited		
10	Experience	Nil	Minimum 5 years experience including probation in the feeder category	Nil
11	Physical Standards	Nil		

Qualification & Method of Appointment of Recruitment Posts

Sl. No.	Particulars		
1	Category No.	10	
2	Name of Category	Junior Engineer (Electrical)	
3	Classification	Officer	
4	Stream	Electrical	
5	Method of Appointment	Direct Recruitment (District wise)	Appointment by promotion (By Selection from Senior Technical Supervisor (Electrical))
6	Ratio (%)	70%	30%
7	Scale of Pay (Rs.)	Pay scale will be fixed separately	
8	Qualifications	B.Tech in Electrical and Electronics Engineering from an institution recognised by AICTE.	
9	Age Limit	As prescribed in Rule 5, Part II of Special Rules of KSEB Limited	
10	Experience	Nil	Minimum 5 years experience including probation in the feeder category
11	Physical Standards	Nil	

Qualification & Method of Appointment of Recruitment Posts

Sl. No.	Particulars		
1	Category No.	11	
2	Name of Category	Junior Engineer (Civil)	
3	Classification	Officer	
4	Stream	Civil	
5	Method of Appointment	Direct Recruitment (District wise)	Appointment by promotion (By Selection from Senior Technical Supervisor (Civil))
6	Ratio (%)	70%	30%
7	Scale of Pay (Rs.)	Pay scale will be fixed separately	
8	Qualifications	B.Tech in Civil Engineering from an institution recognised by AICTE.	
9	Age Limit	As prescribed in Rule 5, Part II of Special Rules of KSEB Limited	Minimum 5 years experience including probation in the feeder category
10	Experience	Nil	
11	Physical Standards	Nil	

Qualification & Method of Appointment of Recruitment Posts

Sl. No.	Particulars		
1	Category No.	12	
2	Name of Category	Junior Engineer (EC)	
3	Classification	Officer	
4	Stream	Communication	
5	Method of Appointment	Direct Recruitment	Appointment by promotion (By Selection from Senior Technical Supervisor (EC))
6	Ratio (%)	70%	30%
7	Scale of Pay (Rs.)	Pay scale will be fixed separately	
8	Qualifications	B.Tech in Electronics and Communication Engineering from an institution recognised by AICTE.	
9	Age Limit	As prescribed in Rule 5, Part II of Special Rules of KSEB Limited	
10	Experience	Nil	Minimum 5 years experience including probation in the feeder category
11	Physical Standards	Nil	

Qualification & Method of Appointment of Recruitment Posts

Sl. No.	Particulars		
1	Category No.	13	
2	Name of Category	Junior System Analyst/ Junior System Administrator	
3	Classification	Officer	
4	Stream	IT	
5	Method of Appointment	Direct Recruitment	Appointment by promotion (By Selection from Senior Programmer (IT))
6	Ratio (%)	70%	30%
7	Scale of Pay (Rs.)	Pay scale will be fixed separately	
8	Qualifications	B.Tech (IT / Computer Science) OR B.Tech (any discipline) with PGDCA or equivalent	
9	Age Limit	As prescribed in Rule 5, Part II of Special Rules of KSEB Limited	
10	Experience	Nil	Minimum 5 years experience including probation in the feeder category
11	Physical Standards	Nil	

Qualification & Method of Appointment of Recruitment Posts

Sl. No.	Particulars		
1	Category No.	14	
2	Name of Category	Junior Administrative Manager	
3	Classification	Officer	
4	Stream	General Administration	
5	Method of Appointment	Direct Recruitment	Appointment by promotion (By Selection from Senior Administrative Assistant)
6	Ratio (%)	70%	30%
7	Scale of Pay (Rs.)	Pay scale will be fixed separately	
8	Qualifications	1) Post Graduate Degree in any discipline awarded by a UGC recognised University or National Institute under Government of India. 2) Diploma or Degree in Public Administration awarded by a UGC recognised University or National Institute under Government of India is desirable.	
9	Age Limit	As prescribed in Rule 5, Part II of Special Rules of KSEB Limited	
10	Experience	Nil	Minimum 5 years experience including probation in the feeder category
11	Physical Standards	Nil	

Qualification & Method of Appointment of Recruitment Posts

Sl. No.	Particulars		
1	Category No.	15	
2	Name of Category	Junior HR/Personnel Manager	
3	Classification	Officer	
4	Stream	HR & Personnel Management	
5	Method of Appointment	Direct Recruitment	Appointment by promotion (By Selection from Senior Personnel Assistant)
6	Ratio (%)	70%	30%
7	Scale of Pay (Rs.)	Pay scale will be fixed separately	
8	Qualifications	1) Degree in any discipline awarded by a UGC recognised University or National Institute under Government of India. 2) MBA (HR) / Master of Human Resource Management (MHRM) /Post Graduate Diploma PMIR (Personnel Management & Industrial Relations).	
9	Age Limit	As prescribed in Rule 5, Part II of Special Rules of KSEB Limited	
10	Experience	Nil	Minimum 5 years experience including probation in the feeder category
11	Physical Standards	Nil	

Qualification & Method of Appointment of Recruitment Posts

Sl. No.	Particulars		
1	Category No.	16	
2	Name of Category	Junior Divisional Accounts /Audit Officer	
3	Classification	Officer	
4	Stream	Finance /Auditing	
5	Method of Appointment	Direct Recruitment (District wise)	Appointment by promotion (By Selection from Senior Accounting / Auditing Assistant)
6	Ratio (%)	70%	30%
7	Scale of Pay (Rs.)	Pay scale will be fixed separately	
8	Qualifications	A Pass in inter Examination of Chartered Accountant / Institute of Cost and Wroks Accountants of India.	
9	Age Limit	As prescribed in Rule 5, Part II of Special Rules of KSEB Limited	
10	Experience	Nil	Minimum 5 years experience including probation in the feeder category
11	Physical Standards	Nil	

ANNEXURE – I**Qualification & Method of Appointment of Recruitment Posts**

Sl. No.	Particulars		
1	Category No.	17	
2	Name of Category	Junior Legal / Liaison Officer	
3	Classification	Officer	
4	Stream	Law	
5	Method of Appointment	Direct Recruitment (District wise)	Appointment by promotion (By Selection from Senior Legal Assistant)
6	Ratio (%)	70%	30%
7	Scale of Pay (Rs.)	Pay scale will be fixed separately	
8	Qualifications	1) Degree in Law acquired from a UGC recognized University or National Institute under Government of India. 2) Enrolment as an Advocate 3) Post Graduate degree/ Diploma in Commercial/ Labour/ Taxation/ Company Law is desirable.	
9	Age Limit	As prescribed in Rule 5, Part II of Special Rules of KSEB Limited	
10	Experience	Nil	Minimum 5 years experience including probation in the feeder category
11	Physical Standards	Nil	

METHOD OF PROMOTION

Sl. No.	Level & Category	Feeder Category	Conditions for Promotion	Level & Category	Ratio (%) of Promoted Post	Promoted Post
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Stream : Multi Tasking Staff - Group II

1	1 Workmen	Junior Gardening Assistant, Junior Cleaning Assistant, Junior Sweeping Assistant, Junior Cooking Assistant, Junior House Keeping Assistant, Junior Security Assistant, Junior Store Assistant	Promotion (Minimum 5 years experience including probation in Level 1 category)	2 Workmen	100%	Gardening Assistant, Cleaning Assistant, Sweeping Assistant, Cooking Assistant, House Keeping Assistant, Security Assistant, Store Assistant
2	2 Workmen	Gardening Assistant, Cleaning Assistant, Sweeping Assistant, Cooking Assistant, House Keeping Assistant, Security Assistant, Store Assistant	Promotion (Minimum 5 years experience including probation in Level 2 category)	3 Workmen	100%	Senior Gardening Assistant, Senior Cleaning Assistant, Senior Sweeping Assistant, Senior Cooking Assistant, Senior House Keeping Assistant, Senior Security Assistant, Senior Store Assistant

METHOD OF PROMOTION

Sl. No.	Level & Category	Feeder Category	Conditions for Promotion	Level & Category	Ratio (%) of Promoted Post	Promoted Post
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Stream : Multi Tasking Staff - Group I

1	4 Workmen	Junior Technician (Civil), Junior Technician (EC), Junior Technician (IT), Junior Office Attendant, Junior Driver, Junior Word Processing Assistant	Promotion (Minimum 5 years experience including probation in Level 4 category)	5 Workmen	100%	Technician (Civil), Technician (EC), Technician (IT), Office Attendant, Driver, Word Processing Assistant
2	5 Workmen	Technician (Civil), Technician (EC), Technician (IT), Office Attendant, Driver, Word Processing Assistant	Promotion (Minimum 5 years experience including probation in Level 5 category)	6 Workmen	100%	Senior Technician (Civil), Senior Technician (EC), Senior Technician (IT), Senior Office Attendant, Senior Driver, Senior Word Processing Assistant

METHOD OF PROMOTION

Sl. No.	Level & Category	Feeder Category	Conditions for Promotion	Level & Category	Ratio (%) of Promoted Post	Promoted Post
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Stream : Electrical

1	4 Workmen	Junior Technician (Electrical)	Promotion (Minimum 5 years experience including probation in the feeder category)	5 Workmen	100%	Technician (Electrical)
2	5 Workmen	Technician (Electrical)	Promotion (Minimum 5 years experience including probation in the feeder category)	6 Workmen	100%	Senior Technician (Electrical)

1	7 Workmen	Junior Technical Supervisor (Electrical)	Promotion (Minimum 5 years experience including probation in the feeder category)	8 Workmen	100%	Technical Supervisor (Electrical)
2	8 Workmen	Technical Supervisor (Electrical)	Promotion (Minimum 5 years experience including probation in the feeder category)	9 Workmen	100%	Senior Technical Supervisor (Electrical)
3	9 Workmen	Senior Technical Supervisor (Electrical)	Promotion - By Selection (Minimum 5 years experience including probation in the feeder category)	10 Officer	30%	Junior Engineer (Electrical)

1	10 Officer	Junior Engineer (Electrical)	Promotion - By Selection (Minimum 5 years experience including probation in the feeder category)	11 Officer	100%	Associate Engineer (Electrical)
2	11 Officer	Associate Engineer (Electrical)	Promotion - By Selection (Minimum 5 years experience including probation in the feeder category)	12 Officer	100%	Senior Engineer (Electrical)
3	12 Officer	Senior Engineer (Electrical)	1. Promotion - By Selection from Senior Engineer (Electrical) having B.Tech in Electrical and Electronics Engineering from an institution recognised by AICTE. 2. Minimum 4 years experience including probation in the feeder category. 3. Completion of Statutory Training.	13 Officer	100%	Assistant General Manager (Electrical)
4	13 Officer	Assistant General Manager (Electrical)	1. Promotion - By Selection 2. Minimum 3 years experience including probation in the feeder category. 3. Completion of Management Training	14 Officer	100%	General Manager (Electrical)
5	14 Officer	General Manager (Electrical)	1. Promotion - By Selection 2. Minimum 2 years experience including probation in the feeder category. 3. Completion of Leadership Training	15 Officer	100%	Deputy Chief General Manager (Electrical)
6	15 Officer	Deputy Chief General Manager (Electrical)	1. Promotion - By Selection 2. Minimum 1 year experience including probation in the feeder category.	16 Officer	100%	Chief General Manager (Electrical)

METHOD OF PROMOTION

Sl. No.	Level & Category	Feeder Category	Conditions for Promotion	Level & Category	Ratio (%) of Promoted Post	Promoted Post
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Stream : Civil

1	7 Workmen	Junior Technical Supervisor (Civil)	Promotion (Minimum 5 years experience including probation in the feeder category)	8 Workmen	100%	Technical Supervisor (Civil)
2	8 Workmen	Technical Supervisor (Civil)	Promotion (Minimum 5 years experience including probation in the feeder category)	9 Workmen	100%	Senior Technical Supervisor (Civil)
3	9 Workmen	Senior Technical Supervisor (Civil)	Promotion - By Selection (Minimum 5 years experience including probation in the feeder category)	10 Officer	30%	Junior Engineer (Civil)

1	10 Officer	Junior Engineer (Civil)	Promotion - By Selection (Minimum 5 years experience including probation in the feeder category)	11 Officer	100%	Associate Engineer (Civil)
2	11 Officer	Associate Engineer (Civil)	Promotion - By Selection (Minimum 5 years experience including probation in the feeder category)	12 Officer	100%	Senior Engineer (Civil)
3	12 Officer	Senior Engineer (Civil)	1. Promotion - By Selection from Senior Engineer (Civil) having B.Tech in Civil Engineering from an institution recognised by AICTE. 2. Minimum 4 years experience including probation in the feeder category. 3. Completion of Statutory Training.	13 Officer	100%	Assistant General Manager (Civil)
4	13 Officer	Assistant General Manager (Civil)	1. Promotion - By Selection 2. Minimum 3 years experience including probation in the feeder category. 3. Completion of Management Training	14 Officer	100%	General Manager (Civil)
5	14 Officer	General Manager (Civil)	1. Promotion - By Selection 2. Minimum 2 years experience including probation in the feeder category. 3. Completion of Leadership Training	15 Officer	100%	Deputy Chief General Manager (Civil)
6	15 Officer	Deputy Chief General Manager (Civil)	1. Promotion - By Selection 2. Minimum 1 year experience including probation in the feeder category.	16 Officer	100%	Chief General Manager (Civil)

METHOD OF PROMOTION

Sl. No.	Level & Category	Feeder Category	Conditions for Promotion	Level & Category	Ratio (%) of Promoted Post	Promoted Post
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Stream : Communication

1	7 Workmen	Junior Technical Supervisor (Communication)	Promotion (Minimum 5 years experience including probation in the feeder category)	8 Workmen	100%	Technical Supervisor (Communication)
2	8 Workmen	Technical Supervisor (Communication)	Promotion (Minimum 5 years experience including probation in the feeder category)	9 Workmen	100%	Senior Technical Supervisor (Communication)
3	9 Workmen	Senior Technical Supervisor (Communication)	Promotion - By Selection (Minimum 5 years experience including probation in the feeder category)	10 Officer	30%	Junior Engineer (Communication)

1	10 Officer	Junior Engineer (Communication)	Promotion - By Selection (Minimum 5 years experience including probation in the feeder category)	11 Officer	100%	Associate Engineer (Communication)
2	11 Officer	Associate Engineer (Communication)	Promotion - By Selection (Minimum 5 years experience including probation in the feeder category)	12 Officer	100%	Senior Engineer (Communication)
3	12 Officer	Senior Engineer (Communication)	1. Promotion - By Selection from Senior Engineer (Communication) having B.Tech in Electronics and Communication Engineering from an institution recognised by AICTE. 2. Minimum 4 years experience including probation in the feeder category. 3. Completion of Statutory Training.	13 Officer	100%	Assistant General Manager (Communication)
4	13 Officer	Assistant General Manager (Communication)	1. Promotion - By Selection 2. Minimum 3 years experience including probation in the feeder category. 3. Completion of Management Training	14 Officer	100%	General Manager (Communication)
5	14 Officer	General Manager (Communication)	1. Promotion - By Selection 2. Minimum 2 years experience including probation in the feeder category. 3. Completion of Leadership Training	15 Officer	100%	Deputy Chief General Manager (Communication)
6	15 Officer	Deputy Chief General Manager (Communication)	1. Promotion - By Selection 2. Minimum 1 year experience including probation in the feeder category.	16 Officer	100%	Chief General Manager (Communication)

METHOD OF PROMOTION

Sl. No.	Level & Category	Feeder Category	Conditions for Promotion	Level & Category	Ratio (%) of Promoted Post	Promoted Post
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Stream : Information & Technology

1	7 Workmen	Junior Technical Supervisor (IT) / Junior Programmer	Promotion (Minimum 5 years experience including probation in the feeder category)	8 Workmen	100%	Technical Supervisor (IT) / Programmer
2	8 Workmen	Technical Supervisor (IT) / Programmer	Promotion (Minimum 5 years experience including probation in the feeder category)	9 Workmen	100%	Senior Technical Supervisor (IT) / Senior Programmer
3	9 Workmen	Senior Technical Supervisor (IT) / Senior Programmer	Promotion - By Selection (Minimum 5 years experience including probation in the feeder category)	10 Officer	30%	Junior System Analyst / Junior System Administrator

1	10 Officer	Junior System Analyst / Junior System Administrator	Promotion - By Selection (Minimum 5 years experience including probation in the feeder category)	11 Officer	100%	System Analyst / System Administrator
2	11 Officer	System Analyst / System Administrator	Promotion - By Selection (Minimum 5 years experience including probation in the feeder category)	12 Officer	100%	Senior System Analyst / Senior System Administrator
3	12 Officer	Senior System Analyst / Senior System Administrator	1. Promotion - By Selection from Senior System Analyst / Senior System Administrator having B.Tech in (IT / Computer Science) or B.Tech (any discipline) with PGDCA from an institution recognised by AICTE. 2. Minimum 4 years experience including probation in the feeder category. 3. Completion of Statutory Training.	13 Officer	100%	Assistant General Manager (IT)
4	13 Officer	Assistant General Manager (IT)	1. Promotion - By Selection 2. Minimum 3 years experience including probation in the feeder category. 3. Completion of Management Training	14 Officer	100%	General Manager (IT)
5	14 Officer	General Manager (IT)	1. Promotion - By Selection 2. Minimum 2 years experience including probation in the feeder category. 3. Completion of Leadership Training	15 Officer	100%	Deputy Chief General Manager (IT)
6	15 Officer	Deputy Chief General Manager (IT)	1. Promotion - By Selection 2. Minimum 1 year experience including probation in the feeder category.	16 Officer	100%	Chief General Manager (IT)

METHOD OF PROMOTION

Sl. No.	Level & Category	Feeder Category	Conditions for Promotion	Level & Category	Ratio (%) of Promoted Post	Promoted Post
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Stream : General Administration

1	7 Workmen	Junior Administrative Assistant	Promotion (Minimum 5 years experience including probation in the feeder category)	8 Workmen	100%	Administrative Assistant
2	8 Workmen	Administrative Assistant	Promotion (Minimum 5 years experience including probation in the feeder category)	9 Workmen	100%	Senior Administrative Assistant
3	9 Workmen	Senior Administrative Assistant	Promotion - By Selection (Minimum 5 years experience including probation in the feeder category)	10 Officer	30%	Junior Administrative Manager

1	10 Officer	Junior Administrative Manager	Promotion - By Selection (Minimum 5 years experience including probation in the feeder category)	11 Officer	100%	Assistant Administrative Manager
2	11 Officer	Assistant Administrative Manager	Promotion - By Selection (Minimum 5 years experience including probation in the feeder category)	12 Officer	100%	Senior Administrative Manager
3	12 Officer	Senior Administrative Manager	1. Promotion - By Selection from Senior Administrative Manager having Post Graduate Degree in any discipline awarded by a UGC recognised University or National Institute under Government of India. 2. Minimum 4 years experience including probation in the feeder category. 3. Completion of Statutory Training.	13 Officer	100%	Assistant General Manager (Administration)
4	13 Officer	Assistant General Manager (Administration)	1. Promotion - By Selection 2. Minimum 3 years experience including probation in the feeder category. 3. Completion of Management Training	14 Officer	100%	General Manager (Administration)
5	14 Officer	General Manager (Administration)	1. Promotion - By Selection 2. Minimum 2 years experience including probation in the feeder category. 3. Completion of Leadership Training	15 Officer	100%	Deputy Chief General Manager (Administration)
6	15 Officer	Deputy Chief General Manager (Administration)	1. Promotion - By Selection 2. Minimum 1 year experience including probation in the feeder category.	16 Officer	100%	Chief General Manager (Administration)

METHOD OF PROMOTION

Sl. No.	Level & Category	Feeder Category	Conditions for Promotion	Level & Category	Ratio (%) of Promoted Post	Promoted Post
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Stream : HR & Personnel Management

1	7 Workmen	Junior Personnel Assistant	Promotion (Minimum 5 years experience including probation in the feeder category)	8 Workmen	100%	Personnel Assistant
2	8 Workmen	Personnel Assistant	Promotion (Minimum 5 years experience including probation in the feeder category)	9 Workmen	100%	Senior Personnel Assistant
3	9 Workmen	Senior Personnel Assistant	Promotion - By Selection (Minimum 5 years experience including probation in the feeder category)	10 Officer	30%	Junior HR Manager / Junior Personnel Manager

1	10 Officer	Junior HR Manager / Junior Personnel Manager	Promotion - By Selection (Minimum 5 years experience including probation in the feeder category)	11 Officer	100%	Assistant HR Manager / Assistant Personnel Manager
2	11 Officer	Assistant HR Manager / Assistant Personnel Manager	Promotion - By Selection (Minimum 5 years experience including probation in the feeder category)	12 Officer	100%	Senior HR Manager / Senior Personnel Manager
3	12 Officer	Senior HR Manager / Senior Personnel Manager	1. Promotion - By Selection from Senior HR Manager / Senior Personnel Manager having MBA (HR) / Master of Human Resource Management (MHRM) / Post Graduate Diploma PMIR (Personnel Management & Industrial Relations). 2. Minimum 4 years experience including probation in the feeder category. 3. Completion of Statutory Training.	13 Officer	100%	Assistant General Manager (HR) / Assistant General Manager (Personnel)
4	13 Officer	Assistant General Manager (HR) / Assistant General Manager (Personnel)	1. Promotion - By Selection 2. Minimum 3 years experience including probation in the feeder category. 3. Completion of Management Training	14 Officer	100%	General Manager (HR) / General Manager (Personnel)

METHOD OF PROMOTION

Sl. No.	Level & Category	Feeder Category	Conditions for Promotion	Level & Category	Ratio (%) of Promoted Post	Promoted Post
5	14 Officer	General Manager (HR) / General Manager (Personnel)	1. Promotion - By Selection 2. Minimum 2 years experience including probation in the feeder category. 3. Completion of Leadership Training	15 Officer	100%	Deputy Chief General Manager (HR) / Deputy Chief General Manager (Personnel)
6	15 Officer	Deputy Chief General Manager (HR) / Deputy Chief General Manager (Personnel)	1. Promotion - By Selection 2. Minimum 1 year experience including probation in the feeder category.	16 Officer	100%	Chief General Manager (HR) / Chief General Manager (Personnel)

METHOD OF PROMOTION

Sl. No.	Level & Category	Feeder Category	Conditions for Promotion	Level & Category	Ratio (%) of Promoted Post	Promoted Post
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Stream : Finance & Audit

1	7 Workmen	Junior Accounting Assistant / Junior Auditing Assistant	Promotion (Minimum 5 years experience including probation in the feeder category)	8 Workmen	100%	Accounting Assistant / Auditing Assistant
2	8 Workmen	Accounting Assistant / Auditing Assistant	Promotion (Minimum 5 years experience including probation in the feeder category)	9 Workmen	100%	Senior Accounting Assistant / Senior Auditing Assistant
3	9 Workmen	Senior Accounting Assistant / Senior Auditing Assistant	Promotion - By Selection (Minimum 5 years experience including probation in the feeder category)	10 Officer	30%	Junior Divisional Accounts Officer / Junior Auditing Officer

1	10 Officer	Junior Divisional Accounts Officer / Junior Auditing Officer	Promotion - By Selection (Minimum 5 years experience including probation in the feeder category)	11 Officer	100%	Assistant Divisional Accounts Officer / Assistant Auditing Officer
2	11 Officer	Assistant Divisional Accounts Officer / Assistant Auditing Officer	Promotion - By Selection (Minimum 5 years experience including probation in the feeder category)	12 Officer	100%	Senior Divisional Accounts Officer / Senior Auditing Officer
3	12 Officer	Senior Divisional Accounts Officer / Senior Auditing Officer	1. Promotion - By Selection from Senior Divisional Accounts Officer / Senior Auditing Officer having CA or ICWA / CMA. 2. Minimum 4 years experience including probation in the feeder category. 3. Completion of Statutory Training.	13 Officer	100%	Assistant General Manager (Finance) / Assistant General Manager (Audit)
4	13 Officer	Assistant General Manager (Finance) / Assistant General Manager (Audit)	1. Promotion - By Selection 2. Minimum 3 years experience including probation in the feeder category. 3. Completion of Management Training	14 Officer	100%	General Manager (Finance) / General Manager (Audit)

METHOD OF PROMOTION

Sl. No.	Level & Category	Feeder Category	Conditions for Promotion	Level & Category	Ratio (%) of Promoted Post	Promoted Post
5	14 Officer	General Manager (Finance) / General Manager (Audit)	1. Promotion - By Selection 2. Minimum 2 years experience including probation in the feeder category. 3. Completion of Leadership Training	15 Officer	100%	Deputy Chief General Manager (Finance) / Deputy Chief General Manager (Audit)
6	15 Officer	Deputy Chief General Manager (Finance) / Deputy Chief General Manager (Audit)	1. Promotion - By Selection 2. Minimum 1 year experience including probation in the feeder category.	16 Officer	100%	Chief General Manager (Finance) / Chief General Manager (Audit)

METHOD OF PROMOTION

Sl. No.	Level & Category	Feeder Category	Conditions for Promotion	Level & Category	Ratio (%) of Promoted Post	Promoted Post
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Stream : Legal

1	7 Workmen	Junior Legal Assistant	Promotion (Minimum 5 years experience including probation in the feeder category)	8 Workmen	100%	Legal Assistant
2	8 Workmen	Legal Assistant	Promotion (Minimum 5 years experience including probation in the feeder category)	9 Workmen	100%	Senior Legal Assistant
3	9 Workmen	Senior Legal Assistant	Promotion - By Selection (Minimum 5 years experience including probation in the feeder category)	10 Officer	30%	Junior Legal Officer / Junior Liaison Officer

1	10 Officer	Junior Legal Officer / Junior Liaison Officer	Promotion - By Selection (Minimum 5 years experience including probation in the feeder category)	11 Officer	100%	Assistant Legal Officer / Assistant Liaison Officer
2	11 Officer	Assistant Legal Officer / Assistant Liaison Officer	Promotion - By Selection (Minimum 5 years experience including probation in the feeder category)	12 Officer	100%	Senior Legal Officer / Senior Liaison Officer
3	12 Officer	Senior Legal Officer / Senior Liaison Officer	1. Promotion - By Selection from Senior Legal Officer / Senior Liaison Officer having Degree in Law acquired from a UGC recognized University or National Institute under Government of India. 2. Minimum 4 years experience including probation in the feeder category 3. Completion of Statutory Training	13 Officer	100%	Assistant Legal Advisor
4	13 Officer	Assistant Legal Advisor	1. Promotion - By Selection 2. Minimum 3 years experience including probation in the feeder category. 3. Completion of Management Training	14 Officer	100%	Legal Advisor
5	14 Officer	Legal Advisor	1. Promotion - By Selection 2. Minimum 2 years experience including probation in the feeder category. 3. Completion of Leadership Training	15 Officer	100%	Deputy Chief Legal Advisor
6	15 Officer	Deputy Chief Legal Advisor	1. Promotion - By Selection 2. Minimum 1 year experience including probation in the feeder category.	16 Officer	100%	Chief Legal Advisor

Scale of Pay of Feeder Category and Promoted Post in each stream will be fixed Separately.

KERALA STATE ELECTRICITY BOARD LIMITED**APPLICATION FOR APPOINTMENT UNDER COMPASSIONATE EMPLOYMENT SCHEME(CES)****(Rule 12(ii) (e) of Special Rules, 2021)**

1	Name of the applicant in full (BLOCK LETTERS)		
2	Permanent residential address with district		
3	Address for communication with PIN and contact Phone Number		
4	Age and date of birth (Attested copy of the relevant school records or other relevant records to be attached)	Age	DOB (DD/MM/YYYY)
5	Name of the posts applied for in the order of priority	1	
		2	
		3	
6	Educational qualifications and experience, if any (Attested copy of certificates to be attached)		
7	Technical qualifications and experience, if any (Attested copy of certificates to be attached)		
8	Caste		
9	Community		
10	Nationality		
11	Whether OBC/ SC/ ST (specify details)	Yes or No	
12	Name of the deceased/permanently disabled employee		
13	Particulars of employment held by the Board employee who died in harness/ permanently disabled		
	a) Employee Code		
	b) Designation		
	c) Office where he/she last employed		
	d) Date of birth		
	e) Time and date of death		
	f) Place and cause of death		
	g) Date of retirement on invalid ground		
	h) Reason for permanent disability		
	i) Total service		
14	Relationship of the applicant to the employee who died in harness/permanently disabled (Attested copy of the certificate issued by the competent authority to prove the relationship to be attached)		
15	Total family income of the deceased /disabled employee (Certificate from the concerned revenue authority to be attached)	Rs. (in figures)	
		Rupees	
	 (in words)	
16	District of choice for appointment		

Particulars of all the family members of the deceased/disabled Board employee				
Sl.No.	Name	Age	Occupation	Relationship
17	1			
	2			
	3			
	4			
	5			
	6			
18	a) Whether the applicant is unmarried brother/sister of the deceased employee. (Only unmarried brother/sister is eligible for appointment under the CE Scheme. If unmarried, certificate from revenue authority is to be produced to prove the same)			
19	Whether any other relative/dependant of the deceased/ disabled Board employee has already availed of or applied for the benefit of employment assistance under the scheme previously. (If so, furnish details below)			Yes / No
	Name of the applicant	Date of application	Post to which applied	
20	If the applicant is a widow/widower of the deceased Board employee, state whether she/he has re-married or not.			
21	If the applicant is not a widow/widower of the deceased or wife/husband of the disabled employee, state whether necessary declarations from other eligible dependants are attached with the application.			
22	Whether applicant is involved in any criminal case disqualifying him/her from appointment (<i>if yes, give details</i>)		Yes or No	
23	In case the Board employee has retired on invalid grounds, details of medical certificate produced proving his/her permanent disability and 100 percent loss of earning capacity.			
24	Whether the Board employee was involved in any sabotage activities and or involved in any criminal offences and or any incidents in connection with any illegal strike. (<i>if yes give details</i>)			

I, do hereby declare that all the particulars furnished above are true to the best of my knowledge and belief. I also agree that the appointment secured by me under this scheme will be terminated without notice in the event of finding any misrepresentation or suppression of material facts on my part.

Place :

Date :

SIGNATURE OF THE APPLICANT

Certified that I have personally verified the above details furnished by the applicant and found correct. The applicant is eligible for appointment under the scheme and no other dependant of the deceased/ disabled Board employee has since been appointed/applied for under the scheme.

Name and signature
Head of the office

Place :

Date :

Countersigned by:

Deputy Chief Engineer

KERALA STATE ELECTRICITY BOARD LIMITED

Proforma -1

IDENTIFICATION CERTIFICATE

(To be completed and produced by the candidate along with the application)

Selection as
..... on compassionate grounds, son/ daughter/ wife/ brother/ sister of late
.....

Name and address of the candidate

Passport size photograph of
the candidate bearing the
signature of the Identifying
Officer

Signature of the Candidate

Date of birth of the Candidate:

(Signature of the Identifying Officer should be on the
Photograph and also in the relevant column below)

Certified that the Candidate whose signature and photograph given above is identified by me

Signature of the Identifying Officer

Name (in Block letters)

Designation

Place:

Date:

Identifying officer should be gazetted officer of the Central Government or State Government.

KERALA STATE ELECTRICITY BOARD LIMITED

Proforma – 2

CERTIFICATE – II

(Rule 12(ii) (e) of Special Rules, 2021)

Certified that the death of Sri/Smt was not caused due to any sabotage activities affecting property of the Board and that the deceased Board employee was not convicted by a criminal court or punished in disciplinary proceeding for any sabotage activities affecting property of the Board or any act or omission in connection with any illegal strike.

Place:

Date:

Executive Engineer

KERALA STATE ELECTRICITY BOARD LIMITED

CERTIFICATE

(Rule 12(ii) (e) of Special Rules, 2021)

Certified that the applicant Sri/Smt (son/
daughter/ wife/ husband/ brother/ sister of
Sri/Smt
..... deceased on is eligible for appointment under KSE Board
Limited as per Rule 12 of Special Rules, 2021 and that no other dependant of the deceased Board
employee has earlier been appointed under any scheme for appointment of dependants of deceased
Board employees. It is also certified that the application for appointment under compassionate
employment scheme complete in all respects submitted by
Sri./Smt. has been recieved in this
office on

Place :

Date:

Executive Engineer

Electrical Division

(SEAL)

KERALA STATE ELECTRICITY BOARD LIMITED

Proforma – 3

DECLARATION FOR APPOINTMENT UNDER COMPASSIONATE EMPLOYMENT SCHEME

**DECLARATION TO BE EXECUTED BY THE GUARDIAN OF THE
MINOR LEGAL HEIRS OF THE DECEASED/DISABLED BOARD EMPLOYEE**

(Rule 12(ii) (e) of Special Rules, 2021)

I, wife/ husband/ mother/ father/ brother/
sister of the deceased/ disabled
Sri/Smt
. (here specify the name and official address of the
deceased/disabled Board Employee) do hereby relinquish the claim for job on compassionate ground,
on behalf of the following minor legal heirs in my capacity as their guardian, in favour of the applicant
Sri/Smt

Name of minor legal heirs	Age	Relationship with the deceased/ disabled Board employee

Place:

Date:

Signature and Name of the Guardian

Signed in my presence

Signature, name and designation

of the Gazetted Officer

Place:

Date:

Note: The declaration should be signed in the presence of a Gazetter Officer

KERALA STATE ELECTRICITY BOARD LIMITED

Proforma – 4

**APPLICATION FOR APPOINTMENT UNDER COMPASSIONATE EMPLOYMENT SCHEME
DECLARATION TO BE EXECUTED BY THE REMAINING LEGAL
HEIRS OF THE DECEASED/DISABLED BOARD EMPLOYEE
(Rule 12(ii) (e) of Special Rules, 2021)**

I, wife/ husband/ mother/
father/ brother/ sister of the deceased/disabled Sri/Smt
..... (here specify
the name and official address of the deceased/disabled Board Employee) do hereby relinquish my
claim for job on compassionate ground, in favour of the applicant Sri/Smt
.....

Name of the legal heir	Relationship with the deceased/ disabled Board employee

Place :

Date:

Signature and name of the Legal heir

Signed in my presence

Place:

Date:

Signature, name and designation of the
Gazetted Officer

Note: The declaration should be signed in the presence of a Gazetted Officer