

APPENDIX No. 3

**KERALA PUBLIC SERVICE COMMISSION (COMPOSITION AND
CONDITIONS OF SERVICE OF MEMBERS AND STAFF)
REGULATIONS, 1957**

Regulations under Article 318 of the Constitution of India.

In exercise of the powers conferred by Article 318 of the Constitution of India, and in suppression of previous rules on the subject, the Governor of Kerala hereby makes the following regulations:-

**PART-1
PRELIMINARY**

1. These regulations may be called the Kerala Public Service Commission (Composition and Conditions of Service of Members and Staff) Regulations, 1957.
2. In these Regulations, unless the context otherwise requires: -
 - (a) "Constitution" means the Constitution of India.
 - (b) "Commission" means the Kerala Public Service Commission.
 - (c) "Member" means a member of the Commission and includes the Chairman thereof.

**PART-II
COMPOSITION, CONDITIONS OF SERVICE ETC.
OF THE COMMISSION AND ITS STAFF**

3. The commission shall consist of a Chairman and fourteen other Members.
4. (1) There shall be paid to the Chairman a salary at the rate of five thousand two hundred and eighty five rupees¹ per mensem and to other members at the rate of four thousand seven hundred and eighty five rupees² per mensem. The Chairman and other Members shall also be paid Dearness Allowance and City Compensatory Allowance at the rates admissible to the Officers of the State Government drawing equivalent pay.

Provided that in the absence of the Chairman on leave or otherwise Governor may by Order authorise a Member of the Commission to discharge duties of the Chairman. There shall also be paid such Member so authorised an additional allowance not exceeding one half of the difference of the pay of the Chairman and Member as the Governor may direct in this behalf.

¹ Six Thousand Seven hundred

² Six Thousand two hundred and fifty

(Vide G.O. (MS) No.309/95/GAD Dated 29.8.1995)

(2) (1) A person, who at the date of his appointment to the Commission is holding a post under the Government of India or the Government of a State shall, on appointment as Chairman or other Member, receive the salary and Dearness Allowance mentioned in Clause (1).

¹Provided that such person shall be allowed to draw his salary last drawn in the Government of India Service, the All India Services or the State service as the case may be, if the last pay drawn by him during such service is high than the Salary and “Dearness Allowance mentioned in clause (1)”.

Provided further that a member of an All India Service appointed as Chairman or Member of the Commission prior to 30th September, 1975 shall be entitled to draw the salary which he would have drawn from time to time had he continued in the said service till his retirement from the service of the Commission or the salary mentioned in clause (1) whichever is higher.

Provided further that a member of the State or Central Government Service appointed as Chairman or Member of the Public Service Commission before superannuation shall be allowed to draw the salary which he would have drawn from time to time had he continued in the said service or the salary mentioned in Clause (1) of Regulations 4 whichever is higher till his retirement from the service of the Commission.

(ii) ² In the case of an appointment as Chairman or other Member of a person who has retired or deemed to have retired from service under the Government, a local body, a University or a Private College or an aided school or any other body wholly or substantially owned or controlled by Government and who is in receipt of, or has received or has become entitled to receive, any retirement benefits by way of pension, gratuity, contributory provident fund or otherwise his salary shall be as mentioned in clause(1), and he shall be eligible to receive such retirement benefits.

Note:- The conditions of service of the present Chairman and Members shall be regulated by the conditions in these regulations as before the coming into force of the amendments.”³

Provided that in the case of retired Military Personnel of all categories, the pay otherwise admissible to them as Member or Chairman of the Kerala Public Service Commission shall be reduced as below:-

Rate of Military Pension Amount of Reduction in the Salary

(a)	Pension not exceeding Rs.125/- per month	Nil
(b)	Pension exceeding Rs.125 but not exceeding Rs.187.50 per month	Amount in excess of Rs.125 of the Military Pension.
(c)	Pension exceeding Rs.187.50 per month	33? % of Military

1. GO (P) No.648/98/GAD dated 15.12.98. Declared to have come into force on the first day of January 1996.
2 & 3. GOP. No.648/98/GAD 15-12-98 Deemed to have come into force on the first day of January 1996.

iii) If a person, on ceasing to hold office as -

(a) The Chairman of any other State Public Service Commission, or

(b) a member other than the Chairman of the Union or of this or any other State Public Service Commission, is appointed as the Chairman of the Commission, he shall be eligible only for the salary mentioned in Clause (1).

(3) A Person who on the date of his appointment as Chairman or other Member of the Commission, was in the service of the Government of India or the Government of a State shall be deemed to have retired from such service with effect from the date of his appointment as Chairman or other member of the Commission, as the case may be.

Provided that a person in the Military Service appointed as Chairman or other Member of the Commission during the period of leave pending retirement shall be deemed to have retired from Military Service with effect from the actual date of retirement from the Service.

(4) A Person in the Military Service appointed, as Chairman or other Member of the Commission during the period of leave pending retirement and to whom the proviso to clause (3) applies shall be paid salary during the leave pending retirement as provided in clause (1) and from the date of his retirement from Military Service as provided in Sub-Clause (ii) of Clause (2).

(5) (1) Notwithstanding anything contained in regulation 4, the Chairman or other Member of Commission, who on the date of entering on his duties as such was in the service of the Government of India or the Government of a State (a) may be granted leave under the rules applicable to him immediately before his appointment and his service as Member shall count for such leave and; (b) the leave at the credit of any such Member in his leave account shall not lapse on the date of his appointment as Chairman or other Member of the Commission but shall be carried forward and could be availed of during his tenure as Chairman or Member of the Commission but shall be carried forward and could be availed of during his tenure as Chairman or Member as the case may be.

Provided that in the case of a person in the Military Service appointed as Chairman or other Member of the Commission, during the period of leave pending retirement the amount of leave carried forward shall be reduced by the amount of leave pending retirement from Military Service availed of concurrently as Chairman or other Member.

(2) A Member who on the date of entering on his duties as such was not in the service of or holding the post under the Government of India or the Government of a State may be granted leave as follows:-

- (a) Leave on leave salary equivalent to full salary up to one eleventh of the period spent on duty as a Member subject to a maximum of four months at any one time.
- (b) Leave on medical certificate upto two elevenths of the period spent on duty on leave salary equivalent to half salary up to a total period of three months.
- (c) Extra-ordinary leave without any leave salary or allowance subject to a maximum of three months at any one time.

Explanation:- All or any two of the kinds of leave mentioned in the clause may be granted in combination at any one time.

Provided that a Member who enters on his duties as such immediately after his retirement from the service of or a post under the Government of India or the Government of a State shall be entitled to carry forward the leave which remained to his credit at the time of such retirement upto a maximum of four months expressed in terms of leave on average pay and to take that leave in such terms and in such conditions as were admissible under the rule in accordance with which it was earned, in combination with any or all of the kinds of leave mentioned in this clause.

(3) Omitted

(4) (i) A Member shall be eligible to surrender, if due and admissible, leave on leave salary equivalent to full salary, subject to a maximum of 15 days once in twelve months, without availing of the leave at the same time and he shall be paid leave salary and allowance for the leave so surrendered.

(ii) Omitted

(iii) The leave allowance admissible for the leave surrendered will be equivalent to the leave salary and allowance if the Member had actually availed of the leave during the period. The leave allowances will be calculated and paid in full, soon after the commencement of the period of surrender of leave, and is not liable to deductions on account of Provident Fund subscriptions, repayment of any advance etc.

(4a) The Chairman or any Member shall be permitted to encash at the time of his retirement from the Commission, leave at his credit subject to a maximum of 240¹ days, for which he will be entitled to receive leave salary equivalent to full salary.

(5)(1) The leave at the credit of the Chairman or any other Member shall lapse on the date on which he vacates the office.

Provided that if, in the requirements of the Public Service, the Chairman or any other Member is or has been refused leave preparatory to the expiry of his term of office he may, caused by such refusal, be granted compensation for leave so refused, subject to the condition that such compensation shall be granted in respect of not more than one

1. GOP.No.648/98/GAD Dated 15.12.1998.

hundred and twenty days of leave refused, and the amount of such compensation shall be determined in the manner hereinafter set out and paid to the Chairman or any other Member in equal monthly instalments not exceeding four.

(ii) For the purpose of determining the amount of compensation payable to the Chairman or any other Member under sub-clause (i) the total amount of-

- (a) the leave salary that the Chairman or the Member, as the case may be, would have drawn if the leave had not been refused and
- (b) the pension (including the pension equivalent of other retirement benefits) to which the Chairman or the Member, as the case may be, is entitled from the date of vacation of office or a period equivalent to the period of leave refused: shall be calculated separately and the total amount of pension (including the pension equivalent of other retirement benefits) referred to in paragraph (b) shall then be deducted from the total amount of leave salary referred to in paragraph (a) and the balance shall be the amount of compensation payable to the Chairman or the Member, as the case may be, under sub-clause(i).

5A. The Chairman or a Member of the Public Service Commission shall not be associated with executive bodies like the Senate and the Syndicate of any University.

5B. (1) The Chairman and Members of the Commission shall be eligible to the same medical benefits and concessions as are allowed to the Gazetted Officers of the State Government.

(2) The Chairman and the other Members of the Commission and their families shall be eligible to medical attendance at their residence by a Medical Officer appointed by the Government for the purpose.

(3) Notwithstanding anything contained in the Kerala Government Servants' Medical Attendance Rules, 1960, the counter signature of the Medical Officer appointed under sub regulation (2) shall be deemed as sufficient authority for reimbursement of the claims preferred by the Chairman and the other Members of the Commission, irrespective of the period of treatment and the amount of the claim.

5C. Omitted

6. A Member shall be entitled to traveling allowance for journeys made by him in the performance of his functions and also for proceeding on his retirement to any place within the State or to his home town outside the State where he proposes to settle down after his retirement, at the rates and subject to the conditions specified in

the Service Regulations of the State from time to time for First Class Officers.¹
For the purposes of the said service Regulations, the

1. Mileage allowance for calculating TA shall be that of the allowance admissible to Commissioner and Secretary to Govt. Vide GO(MS)No.309/95 GAD dt 29.8.95.

Chairman shall be the Controlling Officer in respect of the Members of the Commission. No counter signature will be required for the T.A. Bills of the Chairman.

- 6A. A Member may be granted an advance for the purchase of a motorcar subject to the rules and conditions laid down in Article 631 of the Travancore Financial and Account Code.
- 6B. A Member may be granted an advance for the construction of a house for the purpose of residence subject to the rules and conditions laid down by the Government regarding grant of house construction advance to Government servants.
- 6C. Government may grant educational concessions to the children of the Chairman and Members of the Public Service Commission who die in harness and may also continue the educational concessions already granted to the children of the Members of the Travancore-Cochin Public Service Commission, who died in harness prior to the issue of said regulations.
- 6D. The Chairman or other Member of the Commission appointed as such from outside Government Service shall be granted the following concessions, namely-
- (a) Conveyance Allowance of Rs.500/-¹ per mensem provided a car is maintained.
 - (b) House Rent Allowance at the rate of Rs.750/-² per mensem whether the person owns a house at the Headquarters or not.

Provided that the Chairman may, if he so opts, be provided with free furnished accommodation in lieu of House Rent Allowance.

Provided further that where a Member is provided with Government quarters free of rent or at the standard rent fixed by Government from time to time, he shall not be entitled to draw house Rent Allowance.

Provided also that the second proviso shall not be applicable to the Members appointed on or before the first day of April 1986.

(c) Omitted

- 6E. The Chairman or other Member of the Commission who on the date of entering on his duties as such, was in the service of the Government of India, or the Government of a State, shall be granted the following concessions, namely-
- (a) Conveyance Allowance of Rs.500/-³per mensem provided a car is maintained.
 - (b) House Rent Allowance at the rate of Rs.750/-⁴ per mensem whether the person owns a house at the Headquarters or not Provided that the

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1. Rs.2000/- (Vide GO (Rt)No.4635/98/GAD dt.20-6-98.
 - 2 & 3. Rs.1500/-Vide GO(MS)No.309/95/GAD dt. 29-8-95.
 4. Rs.2000/-(Vide GO(Rt)No.4635/98/GAD dt.20.6.98

Chairman may, if he so opts be provided with free furnished accommodation in lieu of House Rent Allowance.

Provided further that where as a Member is provided with Government Quarters free of rent or at the standard rent fixed by Government from time to time, he shall not be entitled to draw House Rent Allowance.

Provided also that the second proviso shall not be applicable to the Members appointed on or before the first day of April 1986.

7. (1) The Chairman/Members of the Commission shall be given pension at the rate of Rs.250/-¹ per completed years of service provided that those who have completed a minimum period of two years of service as Chairman/Member shall alone be eligible for pension.
- (2) The maximum pension to Chairman/Members shall be Rs.1500/-² per month.
- (3) The Chairman/Member shall not be allowed to draw more than one pension. A retired Chairman/Member may opt to draw either the revised pension in the regulations or any other pension such as Service pension/MLA's pension/MP's pension.
- (4) This shall be applicable only to those Public Service Commission Members/Chairman appointed or such on or after the 1st day of September, 1987.

Note:- (c) ³The Chairman or other member shall be given a Gratuity at the rate of one month's salary for every completed year of service in the Commission.

7A. ⁴“(1) The Chairman or other Member of the Commission who on the date of his entering on duties as such, was in the service of the Government of Kerala, shall count his service as Chairman/Member for pension under the rules applicable to the service to which he belonged immediately before such appointments. Except as provided in clause (2) below, he shall be entitled to get his retirement benefits only when he finally quits his office in the Commission.

(2) The Chairman or other Member of the Commission, who on the date of his entering on duties as such was in the service of the Government of Kerala, shall, at his option to be exercised within a period of six months from the date of his appointment as Chairman/Member, as the case may be, be entitled to draw his pension and other retirement benefits under the rules applicable to the service to which he belonged:

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1. Rs.350/- (Vide GO(Rt)No.7315/94/GAD dt.12.9.1994
 2. Rs.2100/-(Vide GO(MS)No.309-95 GAD dt.29.8.95
 3. Amended Vide GO(Rt)No.648/98 GAD dt.15.12.98
 4. 7A(1) and (2) re-introduced Vide G.O.(MS)249/96/GAD dtd.3-10-96.

- (i) Omitted
- (ii) Omitted

(3) The Chairman or other Member of the Commission who on the date of his entering on duties as such was in the service of the Government of India or the Government of any State other than the State of Kerala shall from the date of his appointment be entitled to draw his pension and other retirement benefits under the rules applicable to the service to which he belonged, with effect from the date of his appointment as Chairman or other Member.

Provided that a person in the Military Service appointed as Chairman or other Member of the Commission during the period of leave pending retirement shall be entitled to draw his pension and other retirement benefits under the rules applicable to the service to which he belonged, with effect from the date of his actual retirement from that service.

(4) The Chairman or other Member of the Commission, who on the date of entering on his duties as such was in the service of the Government of India or the Government of any state other than the State of Kerala shall, at his option to be exercised within a period of three months from the date of his appointment as Chairman/Member of the Commission not to draw the pension, be entitled to count his service as Chairman or Member for pension and his pension shall be revised as per the rules applicable to the service to which he belonged immediately before such appointment with the concurrence of the Government concerned and the difference between the original pension and the revised pension shall be borne by the State Government. He shall be entitled to get gratuity at the rate of one month's salary for every completed year of service in the Commission. In such cases he shall be entitled to get his retirement benefit only when he finally quits his office in the Commission.

- 7B. The Chairman or any other Member of the Commission may, at his option, subscribe to the General Provident Fund (Kerala), in accordance with the rules or orders governing that fund.

Provided that the Chairman or any other Member of the Commission who at the date of his appointment was in the service of the Government of India or the Government of a State and who had been admitted to the benefits of any other Provident Fund may, instead, be allowed to continue to subscribe to that Fund in accordance with the rules or regulations applicable to that Fund, until he reaches the date on which he must compulsorily retire from service in accordance with the rules applicable to him in that service. On that date, his accumulated balance in that Provident Fund, including the Government's contribution if any, shall, if the Member has exercised

his option in favour of subscribing to the General Provident Fund (Kerala), be transferred to the said Fund.

7BB A Member of an All India Service who was appointed as Chairman or other Member of the Commission, shall, with effect from the 1st January, 1973 or the date of his retirement, whichever be later, be entitled to such adhoc relief and relief against rise in the cost of living index at such scale and in such manner as may be prescribed by the Central Government from time to time for Officers of the Central Services, Class1.

7C A person other than a Person those from All India Services appointed as Chairman or other Member and who is eligible for pension under these Regulations all be entitled to such adhoc relief such as D.A. or other relief against rise in the cost of living index in such scale and in such manner as may be prescribed by the State Government from time to time for officers of the State Government with effect from the 1st day of July, 1978.

8. There shall be a Secretary to the Commission who shall be appointed by the Commission with the previous approval of the Governor.

9. (1) There shall be paid to the Secretary a monthly salary calculated in the scale Rs.1450-75-2050¹ and a Special Pay at Rs.200² per mensem.

Provided that a person who at the date of his appointment as Secretary is holding a post under the Government of India or the Government of Kerala or of any other state in India shall, on such appointment, receive the salary which he would have drawn under the relevant rules had he continued to hold that post and a special pay not exceeding 200 rupees as may be sanctioned by the Government or the salary in the scale of Rs.1450-2050³ as fixed under the Government rules in the Kerala Service Rules and the Special Pay mentioned in the clause whichever is higher.

(2) The Commission shall not, without the previous sanction of the Government, grant any premature increment of pay to a person holding the post of Secretary.

10. Subject to the provisions of Regulation 9, the Secretary shall in the matter of his pay, allowances including traveling allowance, leave, leave salary, pension and other conditions of service be governed by the Service Regulations of the State.

For the purpose of the said Service Regulations the Chairman will be the Head of the Department.

11. (1) The Service Regulations shall apply to the Secretary who shall for the purpose be deemed to be an Officer of the State.

(2) The Commission shall be the authority which may impose the penalties specified in the Kerala Civil Service (Classifications, Control and Appeal) Rules, 1960 on the Secretary and the appellate authority shall be the Governor.

12. (1) The commission may employ in addition to the Secretary, the staff specified in Annexure 1 to these Regulations on the scales of pay mentioned therein and dearness and other allowances permissible to them under the State Rules for such scales of pay.

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1. Rs.4200-125-4700-150-5300 and a Special pay of Rs.300 per mensem.
 2. Rs.300/-
 3. Rs.4200-125-4700-150-5300 and a Special pay of Rs.300 per mensem.

Provided that a driver-cum-peon specified in Annexure 1 shall be attached to the Chairman and each of the other Members of the Commission and shall be appointed by the Chairman or the other Member of the Commission concerned and the period of such appointment shall be co-terminus with the tenure of the Office of the Chairman or the other Member, as the case may be, who makes the appointment.¹ They are entitled to the benefit of terminal gratuity as granted to the personal staff of Ministers.²

(2) The Commission may employ, in addition to the staff referred to in clause (1) but subject to the provisions in Annexure II to these Regulations, such temporary staff, as it may deem necessary to cope with occasional or periodical pressure of work.

(3) The conditions of service of the members of the staff of the Commission shall, save as expressly provided in these Regulations, be the same as those prescribed by the State Government in respect of Government Servants holding corresponding appointments.

The provisions in Annexure III to these Regulations shall apply to the members of the staff of the Commission mentioned therein.

Provided that the Commission may from time to time make rules for the proper administration of the guards and similar other employees connected with the security of the Office of the Commission and they shall be governed by the said rules which shall form part of their service.

(4) The Service Regulations, for the time being in force, where applicable, shall apply to the members of the staff of the Commission, in matters relating to pay, leave, allowances including traveling allowance, leave salary, pension etc.

(5) In disciplinary matters, the provisions of the Kerala Civil Services (Classification, Control and Appeal) Rules, 1960 shall apply to the members of the staff of the Commission.

(6) Notwithstanding any thing contained in clause (1) to (5), the Commission may with the prior approval of the Governor employ any person holding a post under the Government of India or State Government (or a statutory body) on such terms and

conditions as may be fixed, for the proper discharge of any functions that the Commission may consider necessary.

- 12A. The Commission may, subject to the budget provisions, fix the rates for contingencies, and fees or remuneration to invigilators, examiners in connection with the examinations conducted by the Public Service Commission and sanction uniform to the staff under the Commission.

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1. The personnel so appointed are eligible for the terminal gratuity as granted to the personal staff of the Ministers. (GO(MS)65/2/dt. 23.1.92.
 2. GO.(P)No.185/97/GAD dtd.5-7-97.
13. (1) The Commission may incur such expenses as may be necessary.
- (a) for the employment of the staff under Regulation 12;
 - (b) for recurring and non-recurring contingencies including purchase of furniture and books refreshment charges, legal charges, examination charges, payment of honoraria to-Examiners and experts invited for interviews.
 - (c) for other items connected with its work including the traveling allowances of the Members of the Commission, the Secretary and other members of the staff.
 - (d) for the payment of Travelling Allowance and Daily allowance to not more than two persons who are not officers under the State Government and whose assistance is sought by the Commission in connection with the selection of personnel, at the usual rates prescribed by the Government after classifying such persons as belonging to the first or second class according to his status, in the manner prescribed by the Government in general for the payment of Travelling Allowance and Daily Allowance to non-officials nominated to Councils, Boards and Committees constituted by the Government.
 - (e) The Commission shall be the authority competent to sanction all items of expenditure incidental to its working such as rent at special rates, installation of telephones, purchase of vehicles, repair of vehicles within the limit of budget allocation subject further to the condition that the rent at special rates will be fixed in consultation with the Chief Engineer, Public Works Department wherever found necessary.
- (2) The Commission may delegate to the Secretary or any Officer of the Commission not below the rank of District Officer/Deputy Secretary any of the powers vested with them under clause (1) above.
14. In respect of any matter for which special provision is not made by these Regulations, the conditions of service of a person serving as a member of the Commission or of its staff shall be governed by the rules and orders applicable to such classes of Government Servants as shall be specified by the Governor.

15. “Special power of the Governor:- Notwithstanding anything contained in these regulations the Governor shall have the power to deal suomoto or otherwise, with the case of a Chairman or other member of the Commission, present or past, in such manner as may appear to him to be just and equitable”.

ANNEXURE-II
CATEGORY-WISE POSTS IN THE OFFICE OF THE KERALA PUBLIC SERVICE COMMISSION [SEE REGULATION 12(1)]

Sl. No.	Designation	Scale of pay (Rs.)	No. of Posts		
			Permanent	Temporary	Total
1	Secretary	14000-18000 + 360 Spl. Pay	1	--	1
2	Additional Secretary/Controller of Examinations	14000-18000 + 300 Spl. Pay	--	3	3
3	Joint Secretary /Regional Officer/Controller of Finance	12600-15600 + 200 Spl. Pay	2	10	12
4	Deputy Secretary/District Officer	10000-15150 + 200 Spl. Pay	18	4	22
5	Under Secretary	7800-12975 + 200 Spl. Pay	29	35	64
6	Private Secretary to Chairman	7800-12975 + 350 Spl. Allowance	--	1	1
7	Section Officer (Higher Grade)	7200-11400	51	47	98
8	Section Officer including PRO	6500-10550	52	46	98
9	Personal Assistant	7200-11400	--	16	16
10	Enquiry Officer	6500-10550	1	3	4
11	Librarian Grade I	7200-11400	1	--	1
12	Office Superintendent	6500-10550	21	5	26
13	Selection Grade Confidential Assistant	6675-10550	2	--	2
14	Selection Grade Assistant	5800-9425	103	45	148
15	Senior Grade Assistant	5500-9075	103	45	148
16	Assistant Grade I	4600-7125	103	45	148
17	Assistant Grade II	4000-6090	103	45	148
18	Selection Grade Typist	5800-9425	37	5	42
19	Senior Grade Typist	5500-9075	38	4	42

Sl. No.	Designation	Scale of pay (Rs.)	No. of Posts		
			Permanent	Temporary	Total
20	Typist Grade I	4600-7125	20	22	42
21	Typist Grade II	3590-5400	--	43	43
22	Senior Grade Confidential Assistant	5500-9075	3	--	3
23	Confidential Assistant Grade I	4600-8000	5	--	5
24	Confidential Assistant Grade II	3590-5400	3	3	6
25	Sergeant	4600-8000	1	--	1
26	Driver Grade I	3350-5275	3	--	3
27	Driver Grade II	3050-5230	6	2	8
28	Binder	2750-4625	4	--	4
29	Clerical Assistant Grade II	2750-4625	35	7	42
30	Attender	2650-4150	15	6	21
31	Duplicator Operator (Higher Grade)	2750-4625	2	--	2
32	Duplicator Operator	2650-4150	14	3	17
33	Duffadar (Higher Grade)	2750-4625	9	--	9
34	Duffadar Grade II	2650-4150	6	--	6
35	Peon (Higher Grade)	2650-4150	42	--	42
36	Peon	2610-3680	91	45	136
37	Security Guard /Watchman	2750-4625	25	10	35
38	Electrician	2750-4625	1	1	2
39	Gardener	2650-4150	4	--	4
40	Full Time Sweeper-cum-Sanitation Worker	2610-3650	4	--	4
41	Part Time Sweeper-cum-Sanitation Worker	Consolidated pay	21	11	32
42	Driver-cum-Peon Co-terminus	2750-4625	--	15	15
43	System Manager / E.D.P.Manager	10000-15150	--	1	1
44	System Analyst / Senior Manager	7800-12975	--	1	1
45	Programmer	7200-11400	--	2	2
46	Technical Assistant	5500-9075	--	1	1
47	Data Entry Operator	4500-7000	--	1	1
48	Lift Operator	2750-4625	--	2	2
	TOTAL		979	535	1514

Sl. No.	Designation	Scale of pay (Rs.)	No. of Posts		
			Permanent	Temporary	Total

The ratio between Selection Grade Assistant, Senior Grade Assistant, Assistant Grade I and Assistant Grade II shall be 1:1:1:1.

The ratio between Selection Grade Typist, Senior Grade Typist, Typist Grade I and Typist Grade II shall be 1:1:1:1.

STAFF IN THE VIGILANCE CELL ON DEPUTATION FROM THE POLICE DEPARTMENT

49	Vigilance & Security Officer	From All India Service	1	--	1
50	Deputy Superintendent of Police	780012975	1	--	1
51	Sub Inspector of Police	4600-8000	1	--	1
52	Police Constable	3050-5230	3	--	3
53	Constable Driver	3050-5230	2	--	2

ANNEXURE-III

[See Regulation 12(2)]

1. No temporary staff employed under Regulation 12(1)(a) shall be of a description not mentioned in Annexure-1.
2. No temporary staff shall be employed without the previous sanction of the Governor.

Provided that the Commission may appoint a total number of 25 persons of the designation and scale of pay shown against item 8, 17, 21 and 36 respectively in Annexure 1 out of which not more than 2 posts shall be that of Section Officers for a period of six months in a financial year to cope with the occasional increase of work in connection with the clerical and other tests without such previous sanction.

3. No such staff shall be employed on a scale of pay other than the scale of pay other than the scale prescribed in the second column of Annexure 1 for the corresponding post of the description mentioned in the first column thereof.
4. The total expenditure on account of such staff sanctioned during a year shall not involve an increase of the appropriations in the Budget Estimates for that year.

5. Notwithstanding anything contained in clauses 1 and 3 but subject to the provisions of clause 4, under special circumstance the Commission may, having regard to the pressure of work during any specified period or occasion, and purely as a temporary measure with the previous sanction of the Governor, employ for any specified period, staff or description and on scales of pay, other than those mentioned or prescribed in Annexure-1.

ANNEXURE-IV

[See Regulation 12(3)]

1. (a) The Commission shall be the authority competent to make appointments, promotions and transfers in respect of the posts of Controller of Examinations, Joint Secretaries, Deputy Secretaries, Under Secretaries, Section Officers, Personal Assistant to the Chairman and Enquiry Officer.
 - (b) The Secretary shall be the authority competent to make appointments, promotions and transfers in respect of Class II Officers other than those mentioned in Clause (a) above.
 - (c) One of the Deputy Secretaries specified by the Commission shall be the authority competent to make appointments promotions and transfers in respect of Class III and Class IV Officers to the sanctioned posts under the Commission.
 - (d) The District Officer in charge of each District Office shall be competent to sanction leave not requiring substitute arrangements other than study leave. Special disability leave and leave without allowances for periods exceeding four months to the Class III and Class IV Officers working in each District Office.
 - (f) The Commission shall have the power to sanction all kinds of leave for which the members of their staff are eligible under the rules, including study leave, special disability leave and leave without allowances. The Commission may delegate to the Secretary or any other officer of their staff, the power to sanction leave other than study leave, special disability leave and leave without allowances for period exceeding four months. The leave shall be sanctioned as per rules applicable to Government Servants from time to time.
2. The authority which may impose suspension pending enquiry into grave charges under Rule 12(1) of the Kerala Civil Services (Classification, Control and Appeal) Rules 1960 or any of the penalties specified in Rule 9 of those Rules on a member of the staff of the Commission specified in column (1) of the table below shall be the authority specified in the corresponding entry in columns (2), (3), (4), (5), (6), (7), (8) or (9) whichever is applicable or any higher authority, the authority specified in column (10) of the said table shall be the appellate authority.

Provided that the District Officers may take disciplinary action as per Rule 13(2)(a) of the Kerala Civil Services (Classification, Control and Appeal) Rules 1960, and

impose penalties of (i) censure and (ii) barring of increments of all non-Gazetted Officers in the District Offices of the Public Service Commission

3. The Chairman shall be deemed to be the Head of the Department within the meaning of the definition under Article 56 in Chapter V of the Travancore Financial and Account Code or Subsidiary definitions (ii)(b) Fundamental Rule 9 as the case may be in respect of all the members of the staff of the Commission.
4. The Chairman shall have power to sanction the grant of an honorarium to or the acceptance of an honorarium by any member of the staff of the Commission according to the scales and rules prescribed by the Government.

The Chairman shall be deemed to be the State Government for the purpose of Rule 25 of the Travancore-Cochin Government Servants' Conduct Rules, Rule 8 of the Madras Government Servants' Conduct Rules, 1949, or Rule 24 of the Kerala Government Servants' Conduct Rules, 1960, as the case may be, in respect of all the members of the staff of the Commission