

10 JUN 2020



GOVERNMENT OF KERALA

Health & Family Welfare (M) Department

No. HEALTH-M2-186/2020-HEALTH

Thiruvananthapuram

Date: 29/05/2020,

From

Principal Secretary to Government

To

- ✓ The Director of Health Services, Thiruvananthapuram
- The Director of Medical Education, Thiruvananthapuram.
- The Drugs Controller, Thiruvananthapuram
- The Food Safety Commissioner, Thiruvananthapuram.

Sir,

Sub: Health & Family Welfare Dept - Appointment by selection for the year 2019 - Nomination from Non SCS Officers - called for - Reg. Ref: Circular No. AIS-A1 72 2020-GAD dated 13.05.2020.

Inviting your attention to the reference cited and to forward herewith a copy of the same for urgent necessary action.

Yours Faithfully,

DILIP. C.D.

DEPUTY SECRETARY

For Principal Secretary to Government.

Approved for Issue,

Hari

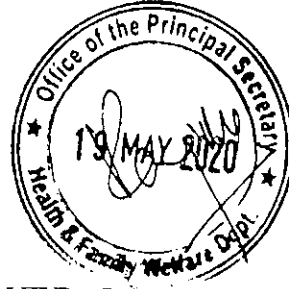
Section Officer.

Encl: No. O&M-1-33947/2020/DHS - Dated - 17.06.2020

Copy Communicated for information

10
All concerned Officers

Secy
For DHS



GOVERNMENT OF KERALA

No: AIS-A1/72/2020-GAD General Administration (AIS A) Department
Thiruvananthapuram, Dated: 13/05/2020

CIRCULAR

Sub: IAS – Appointment by selection for the year 2019 – Nomination
from Non SCS Officers – called for – Reg.

- Ref: 1. Letter No. 14015/12/2020-AIS (1) dated 17.02.2020 from
Department of Personnel and Training, Government of India.
2. G.O.(Ms) No. 106/2014/GAD dated 05.05.2014

As per the provisions in IAS (Appointment by Selection) Regulations 1997, Government of India appoints officers not belonging to the category of State Civil Service of the State Government to IAS under Non State Civil Service (Non SCS) quota. State Government have to furnish proposals containing the names of eligible officers in this regard to Union Public Service Commission. The number of officers to be included in the zone of consideration is limited to five times the available vacancies.

As per IAS (Appointment by Selection) Regulations 1997, officers of outstanding merit and ability and not belonging to the State Civil Service but serving in connection with the affairs of the State, who satisfy the following eligibility conditions as on 01.01.2019 are eligible for consideration in the Non SCS category.

- i) Should have completed not less than 8 years of continuous Service under the State Government on the first day of January of the year in which his case is being considered in any post, which has been declared equivalent to the post of Deputy Collector in the State Civil Service.*
- ii) Should hold a gazetted post in a substantive capacity and*
- iii) Should not have attained the age of 56 years as on 01.01.2019*
- iv) An officer who is facing departmental inquiry and who is having adverse remarks or of doubtful integrity cannot unequivocally said to be of*

outstanding merit and ability.

v) A person who having been included in an earlier select list and who has not been appointed by the Central Government, will not be considered again.

The State Government as per the Government Order referred to above (**Annexure III**) have issued revised guidelines for the selection of officers not belonging to the category of State Civil Service for consideration for appointment to IAS under Non SCS quota. As per the conditions laid down in the order, the Authority designated for nominating the eligible officers not belonging to the category of State Civil Service are the Secretaries/Principal Secretaries / Additional Chief Secretaries under whom the candidate has been working for a period not less than one year during the last 3 years.

As per the letter referred to as 1st above, Government of India have determined 01(one) vacancy arose between 01.01.2019 to 31.12.2019 for preparing the select list for the year 2019 for appointment by selection in the Kerala Cadre of IAS under (Non SCS)quota

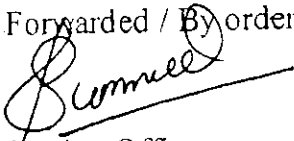
Nominations are invited from the eligible officers not belonging to the category of State Civil Service who meet the eligibility criteria as on 01.01.2019 for considering them for being included in the zone of consideration for appointment to IAS from Non SCS quota. The nominations should be submitted through the concerned Additional Chief Secretaries /Principal Secretaries /Secretaries only. **The nominations received directly from the applicants will be rejected.**

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

Nomination complete in all aspects with report should reach this Department on or before 15-06-2020 .

TOM JOSE
CHIEF SECRETARY

Forwarded / By order,



Section Officer.

To:

All Additional Chief Secretaries/Principal Secretaries/Secretaries.
Information and Public Relations Department
The General Administration (Computer Cell) Department.
The Web and New Media, Information and Public Relations Department.
for giving wide publicity and uploading to the website
gadsplais.kerala.gov.in

Annexure I

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

| | | |
|---|---|--|
| 1 | Sl.No | |
| 2 | Name | |
| 3 | Date of Birth | |
| 4 | Date of continuous appointment to a post declared equivalent to the post of Deputy Collector in the State Civil Service. The designation, pay scale and classification (Class I or II) of the post held should be indicated | |
| 5 | Date of confirmation in a gazetted post. | |
| 6 | Designation of the post in which the officers has been confirmed as per rules. | |
| 7 | Whether the officer belongs to SC/ST | |

INTEGRITY CERTIFICATE

I have seen the entries in the Annual Confidential Records of
Shri./Smt.....
..... in respect of his/her integrity and I
certify his/her integrity.

Name :

Designation :



GOVERNMENT OF KERALA

Abstract

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

GENERAL ADMINISTRATION (SPECIAL A) DEPARTMENT

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

Dated Thiruvananthapuram, 05.05.2014.

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

ORDER

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

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

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

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

5. Government Order read as 3rd paper above stands modified to the above extent.

(By Order of the Government)

E.K.Bharat Bhushan
Chief Secretary to Government.

To

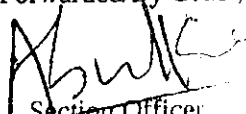
The Secretary to Government of India, Ministry of Personnel, Public Grievances &
Pensions, Department of Personnel & Training, Government of India,
New Delhi-110 001 (with CL)

8931

The Secretary, Union Public Service Commission, Dholpur House, Shahjahan
 Road, New Delhi (With CL)
 The General Administration (SC/Spl C) Departments
 The Web and New Media Division, I&PRD
 (for uploading in www.gadsplais.kerala.gov.in)

Copy to:

The Principal Secretary to Chief Minister
 The Private Secretary to Chief Minister
 The Additional Secretary to Chief Secretary
 CA to Additional Secretary, General Administration (Spl A&C) Departments.
 Disposals leading to G.O.(Rt)No. 3263/2013/GAD dated 22/04/2013.
 SF/OC.

Forwarded/By Order,

 Section Officer

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

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

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

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

7. **INTERVIEW**

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

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