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24/2/20



GOVERNMENT OF KERALA

ABSTRACT

COMPASSIONATE EMPLOYMENT SCHEME FOR DEPENDENTS OF EMPLOYEES OF PRIVATE AIDED COLLEGES/PRIVATE AIDED TRAINING COLLEGES/PRIVATE AIDED ARABIC COLLEGES/PRIVATE AIDED POLYTECHNIC COLLEGES AND PRIVATE AIDED ENGINEERING COLLEGES, WHO HAVE DIED IN HARNESS-GUIDELINES-APPROVED-ORDERS ISSUED.

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HIGHER EDUCATION (D) DEPARTMENT

G.O.(P) No.10/2020/ H.Edn. Dated, Thiruvananthapuram. 17/02/2020

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Read:-1. GO(MS) 636/2013/H Edn dated 7.10.2013

2. Various petitions submitted by the dependents of deceased employees in Aided Colleges.

ORDER

As per order read above, Government have accorded sanction to implement the Compassionate Employment Scheme for the dependents of deceased employees in Aided Colleges in the State. Now Government are pleased to extend the Scheme to the dependents of deceased employees of all Private Aided institutions in the State including Private Aided Colleges/Private Aided Training Colleges/ Private Aided Arabic Colleges/Private Aided Polytechnic Colleges/ Private Aided Engineering Colleges and to approve the following guidelines relating to the Scheme.

Date of Effect

2. The dependents of the deceased employees of the Private Aided Colleges/Private Aided Training Colleges/ Private Aided Arabic Colleges/Private Aided Polytechnic Colleges/ Private Aided Engineering Colleges who have died while in service, on or after 7.10.2013 i.e. the date of the Order implementing the

Compassionate Employment Scheme in Aided Colleges, shall be covered by this scheme.

Eligibility

3. Applications from the dependents of employees of the Private Aided Colleges/Private Aided Training Colleges/ Private Aided Arabic Colleges/Private Aided Polytechnic Colleges/ Private Aided Engineering Colleges who die while in service will be considered for employment assistance under the scheme. Employees of the Private Aided Colleges/Private Aided Training Colleges/ Private Aided Arabic Colleges/Private Aided Polytechnics/ Private Aided Engineering Colleges means the Employees whose appointment has been approved by the University/Director of Collegiate Education/Deputy Director of Collegiate Education/Director of Technical Education, as the case may be.

4. Dependents of employees of the Private Aided Colleges/Private Aided Training Colleges/ Private Aided Arabic Colleges/Private Aided Polytechnic Colleges/ Private Aided Engineering Colleges missing while in service, if it is not proved otherwise, as laid down in section 108 of the Indian Evidence Act, will be eligible for employment assistance under the scheme treating that the incumbent had died while in service.

5. Dependents of employees of the Private Aided Colleges/Private Aided Training Colleges/ Private Aided Arabic Colleges/Private Aided Polytechnic Colleges/ Private Aided Engineering Colleges who die in harness irrespective of the circumstances of the death (including suicide) will be eligible for employment assistance under the scheme.

6. Dependents of employees of the Private Aided Colleges/Private Aided Training Colleges/ Private Aided Arabic Colleges/Private Aided Polytechnic Colleges/ Private Aided Engineering Colleges who have availed themselves invalid pension and whose death has taken place before the normal date of

superannuation shall also be eligible for employment assistance under the scheme.

7. Employment assistance under the scheme shall not be available to the dependents of employees of the Private Aided Colleges/Private Aided Training Colleges/ Private Aided Arabic Colleges/Private Aided Polytechnic Colleges/ Private Aided Engineering Colleges who are allowed to continue in service beyond superannuation either by extension of service or re-employment, and in whose case the death takes place after the normal date of retirement or superannuation.

8. The dependents of employees of the Private Aided Colleges/Private Aided Training Colleges/ Private Aided Arabic Colleges/Private Aided Polytechnic Colleges/ Private Aided Engineering Colleges (including the Principals of Colleges) who die during the period of continuance after superannuation during the course of an academic year under Rule 60(c) Kerala Service Rules, Part I till the last day of the month in which the academic year ends will be eligible for the employment assistance under the scheme

9. Dependents of employees of the Private Aided Colleges/Private Aided Training Colleges/ Private Aided Arabic Colleges/Private Aided Polytechnic Colleges/ Private Aided Engineering Colleges who have retired voluntarily and in whose case death takes place before the normal date of superannuation shall not be eligible for the employment assistance under the scheme

Family Income

10. The maximum income of the family of the deceased Government Servant should not exceed Rs 8,00,000/- (Rupees Eight Lakhs only) per annum to make a dependent eligible for the Compassionate Employment and this will be revised from time to time, in accordance with the income limit fixed for the compassionate employment scheme for dependents of Government Employees. The Family income to be reckoned is the actual income available to all members

of the family from all sources other than family pension. Income from the properties of the members of the family should also be reckoned. Income of the married sons or daughters and other members of the family living separately shall not be reckoned for calculating the Family Income. In case of dispute on income, the case shall be referred to the concerned District Collector and the income reported by the District Collector shall be accepted as the actual income. When salary based income is calculated, the pay including all allowances except Travelling Allowance shall be reckoned for the purpose.

Dependents

11. Only one dependent will be given employment assistance under the scheme in the event of the death of an employee of the Private Aided Colleges/Private Aided Training Colleges/ Private Aided Arabic Colleges/Private Aided Polytechnic Colleges/ Private Aided Engineering Colleges while in service. Employment assistance shall be given to the widow/widower, daughter/son in the said order of priority. Daughter and Son shall include adopted daughter and adopted son respectively and will rank after daughter and son. However, in the case of unmarried employee, the Mother/Father, unmarried sister/unmarried brother shall also be eligible for employment assistance. No other dependent shall be eligible or given appointment under the scheme. However the person who are serving in State/Central Government Departments/Institution/PSU, Banks, Co-operative Societies do not come under the definition of 'Dependent' as far as this Scheme is considered.

12. Whenever there is a dispute between the claim of two dependents, the person recommended by the widow/widower of the deceased employee in writing will be preferred.

13. In the case of dependents other than widow/widower, the consent of the widow/widower shall invariably be obtained

Minimum Service

14. There shall be no minimum service restriction. Dependents of those employees of the Private Aided Colleges/Private Aided Training Colleges/ Private Aided Arabic Colleges/Private Aided Polytechnic Colleges/ Private Aided Engineering Colleges, whose appointment has been approved by the University/ Director of Collegiate Education/Deputy Director of Collegiate Education/Director of Technical Education, as the case may be, shall be eligible for the benefit of the scheme irrespective of the length of their service.

Category of Appointment

15. Appointment under the Scheme will be limited to Class IV posts in the Private Aided Colleges/Private Aided Training Colleges/ Private Aided Arabic Colleges/Private Aided Polytechnic Colleges/ Private Aided Engineering Colleges under the Management where the deceased person was working earlier.

Qualification for posts.

16. The qualification prescribed for direct recruitment to the post will apply. No relaxation in qualification will be allowed under the scheme.

Age Limit

17. The upper age limit prescribed for direct recruitment to the post of Class IV as per the Statutes/prevaling Rules shall apply for getting the employment under this scheme. However, in the case of appointment of widow/widower of the deceased employee and in the case of Mother/father, in the case of unmarried employee, there shall be no upper age restriction for getting employment assistance under the scheme.

Time limit for preferring the application

18. The time limit for preferring applications under the scheme will be two years from the date of death of the employee. In case of minor, the period will be within 3 years after attaining the majority. However, the major dependents of the employees of the Private Aided Colleges/Private Aided Training Colleges/ Private Aided Arabic Colleges/Private Aided Polytechnic Colleges/ Private Aided Engineering Colleges who have expired on or after the 7.10.2013 ie date of GO(MS) 636/2013/H Edn and before the date of the Government Order approving the Guidelines, will be given a time limit of one year for submitting the application. No further relaxation will be given after the period as specified above.

19. While submitting the application, the applicant other than Mother/Father of the deceased employee, should submit a declaration as specified in GO(MS) 5/2018/P&ARD dated 21.2.2018 that he will look after the Mother/father/widow/widower of the deceased employee until their death and brother/daughter until they attain maturity.

Procedure for appointment

20. Application for appointment from dependents of the employees of the Private Aided Colleges/Private Aided Training Colleges/ Private Aided Arabic Colleges/Private Aided Polytechnic Colleges/ Private Aided Engineering Colleges who die-in-harness will be entertained only in the prescribed form with a Court Fee stamp of Rs. 10 affixed thereon. The application should be submitted either directly or through Post by 'Registered with Acknowledgment Due' method to the College where the deceased Employee had last worked. For the applications submitted directly to the College, the Principal of the College should give a dated acknowledgment receipt for the submitted application. Regarding the application sent through Post, the Acknowledgment due card signed and returned from the College can be used as the receipt for the application submitted.

21. Apart from this, the applicant should submit a copy of the petition to the concerned Deputy Director of Collegiate Education/Joint Director of Technical Education, as the case may be, who has jurisdiction over the College. While submitting this application, a photocopy of the receipt received from the College/copy of the Acknowledgement due receipt obtained from the Postal authorities may also be enclosed with the application. The Deputy Director of Collegiate Education/ Joint Director of Technical Education should keep a register to watch the progress in processing the application. All the relevant details should be entered in the register.

22. Legal heirship certificate issued by the Tahsildar concerned, income certificate and death certificate of the deceased employee should invariably be enclosed with the application. In case of the application submitted to Colleges under Corporate Management, the applicant will be permitted to indicate the order of priority of the Colleges. To the extent possible, this order of priority will be accepted. However, if it is not possible, the applicant will be appointed to any of the available vacancies in the nearest college under the Management.

23. On receipt of the application, the Manager/College authorities should verify the application and supporting documents and forward the same, after curing the defects, to the concerned Deputy Director of Collegiate Education/ Joint Director of Technical Education within a period of not later than 30 days. The checklist as stipulated in Appendix B shall also be filled and signed by the Manager/Principal of the College concerned (in triplicate) and should be sent along with the documents. It will be the duty of the Principal of the concerned College to ensure that the report is submitted to the concerned Deputy Director of Collegiate Education/ Joint Director of Technical Education within the stipulated time limit itself.

24. If the application, along with the report of the Principal/Manager, is not received by the Deputy Director of Collegiate Education/ Joint Director of

Technical Education within 30 days, it shall be his/her responsibility to verify the application submitted before him/her by the applicant and forward the same with specific recommendation to the Director of Collegiate Education/Director of Technical Education, as the case may be, within the next 15 days. In such cases, a copy of the report sent to the Director of Collegiate Education/Director of Technical Education may be given to the College authorities for information.

25. On receipt of the application, the Director of Collegiate Education/Director of Technical Education shall scrutinise the same and after rectifying the defects, if any, should forward the application to the concerned District Collector where the applicant resides. After getting the report of the District Collector, the Director of Collegiate Education/Director of Technical Education shall forward the application and its enclosures, including the checklists to Government with specific recommendation.

26. A checklist as stipulated in Appendices should also be kept in the Office of the Director of Collegiate Education/Director of Technical Education/District Collectors for making reports to Government on the application for employment under the scheme.

27. On receipt of the application from the the Director of Collegiate Education/Director of Technical Education, Government will scrutinise the matter and shall issue formal orders giving consent for appointment, if the person is found eligible for appointment. For persons to whom consent was given by Government for appointment under this scheme, the Management should give appointment in the very next clear vacancy of Class IV arising in the College, after absorbing supernumerary posts, if any, as per the prevailing Staff Pattern. The Management should issue appointment order within 15 days itself from the date of receipt of a copy of the letter from Government. In case the appointment order cannot be given for want of vacancy, the Manager should inform the matter to the incumbent in writing, informing about the date of occurrence of the next clear

vacancy of the Class IV employee in the college, after absorbing the supernumerary posts, if any, in the college. After this, the Manager should issue appointment orders to the incumbent as soon as the vacancy arises, without waiting for any formal request from the applicant.

28. In case of the application submitted to Colleges under Corporate Management, the applicant may be given appointment as per his/her choice itself. In case the same is not possible due to any genuine reasons, he/she should be given appointment in any of the available vacancies in the nearest college under the Management, and should be transferred to the college of his/her choice at the very next vacancy arising in the College. In such cases, the seniority will not be lost by the incumbent even though it may involve inter university transfer.

29. Verification of character and other formalities, which are to be followed in the case of direct recruitment, if any, should be followed in the case of appointment under this scheme also.

30. 10% of the vacancies of Last Grade Servants in the Private Aided Colleges/Private Aided Training Colleges/ Private Aided Arabic Colleges/Private Aided Polytechnic Colleges/ Private Aided Engineering Colleges should be reserved for giving appointment under the scheme. In the case of Colleges under the Corporate Management, the whole posts of Last Grade Servants in the colleges under the Management will be taken as a single unit for appointment under this scheme. If no applications seeking employment assistance under this scheme are pending as far as a college/Corporate Management is concerned, the vacancies shall be filled through direct appointment and the very next arising vacancy, on submission of an application under the scheme, should be set apart for appointment under this scheme. However the 10% of the total number of LGS in the College/Colleges under the Management should be set apart for appointment under the Scheme if there are applicants seeking employment assistance under the scheme.

31. Applicant will have the right to withdraw his/her application at any time before the job is accepted, so as to enable another dependent of the family to make his/her application for employment assistance.

32. The appointment given under the scheme will be cancelled if and when it is found that there was misrepresentation or suppression of material facts on the part of the applicant while submitting the application.

33. Employment assistance under the scheme will be given only on fulfillment of the conditions stipulated in these orders. Appointment under the scheme shall be given only to one eligible dependent of the deceased employee of Private Aided Colleges/Private Aided Training Colleges/ Private Aided Arabic Colleges/Private Aided Polytechnic Colleges/ Private Aided Engineering Colleges.

34. Government will have the right to cancel the order sanctioning the appointment of persons under the Compassionate Employment Scheme, if, after the issue of the order, it is found that the orders were issued erroneously.

35. As the scheme is intended to help the bereaved family of the deceased employee of Private Aided Colleges/Private Aided Training Colleges/ Private Aided Arabic Colleges/Private Aided Polytechnic Colleges/ Private Aided Engineering Colleges, the application for employment assistance should be processed at all stages and at all levels with a sense of urgency. Enquiry reports of the District Collectors should be finalised and submitted within four weeks itself. A register as stipulated in Appendix C will have to be maintained in all Collectorates to watch the receipt and disposal of these applications.

36. The details of applications received from the dependents of the deceased employees and the details of the appointment given will be entered in the Service Book of the deceased employees, in the establishment register in the

Office of the Deputy Director of Collegiate Education/Regional Joint Director of Technical Education and in the College in which the deceased employee had worked, and the fact should be attested by the concerned Deputy Director of Collegiate Education/Regional Joint Director of Technical Education. The Director of Collegiate Education/Director of Technical Education shall also maintain register in prescribed Proforma as said in Appendix D, in which applications received for employment assistance under the scheme shall be entered so that it will be easy to watch the progress of action, and to furnish information on LA Interpellations.

(BY ORDER OF THE GOVERNOR)
Dr.USHA TITUS
Principal Secretary

To

- 1) The Director of Collegiate Education, Thiruvananthapuram.
- 2) The Director of Technical Education, Thiruvananthapuram.
- 3) All District Collectors
- 4) The Deputy Director of Collegiate Education,
Kollam/Kottayam/Ernakulam/Thrissur/Kozhikkode
- 5) The Regional Joint Director of Technical Education,
Kothamangalam/Kozhikkode
- 6) The Accountant General (A &E/Audit) Kerala, Thiruvananthapuram
- 7) The Registrar, Kerala University/MG University/Calicut University/
Kannur University/APJ Abdul Kalam Technological University
- 9) General Administration (SC) Department. (vide item no 3778)
- 9) I&PR (Web and New Media) Department (along with copy of Cabinet note)
- 10) The Private Secretary to the Honourable Chief Minister
- 11) The Private Secretary to the Honourable Minister for Higher Education
- 12) Stock File /Office Copy.

Forwarded/By Order



Section Officer

APPENDIX A

(A Court Fee Stamp of Rupees Ten should be affixed on the Application form)

Form of Application for Employment under the Scheme for the Compassionate Employment of the dependents of Staff in Aided Colleges

- 1 Name and full postal address of the Applicant indicating the name of the District :
- 2 Name, full residential address and details of appointment last held by the Employee together with details of the date of Entry in service, office and College where worked immediately before death etc. :
- 3 Relationship of the applicant to the Employee who died-in-harness :
- 4 Total continuous service put in by the deceased Employee with dates of birth and death :
- 5 Details of the members in the family of the Deceased Employee together with the name, age occupation and relationship of each with the deceased :
- 6 Total annual family income of the deceased Employee (certificate from concerned Authority should be attached) :
- 7 Applicant's age and date of birth (attested copy of the relevant school records or other relevant records should be attached) :

- 8 Educational qualifications and :
experience, if any, gained (attested
copy of the certificate to be attached)
- 9 Identification marks if any :
- 10 Whether the applicant is married or :
single ?
- 11 Whether the applicant or any other :
dependent of the Employee had
applied For the benefit under the
scheme earlier ? (If so give details)
- 12 Whether any other dependant of the :
deceased Employee has availed of the
benefit of Employment under the
scheme previously ?
- 13 If the deceased employee was working :
in Colleges under a Corporate
Management, the name of Colleges for
which the appointment is sought in the
order of preference
- 14 The College and District chosen by the :
applicant

DECLARATION

I,..... do hereby declare that the particulars given above are true to the best my knowledge and belief, I also agree to that the appointment secured by me under the scheme being terminated without notice in the event of finding any misrepresentation or suppression of material facts on my part. I am also to declare that I am not serving as an employee in State/Central Government Department/ Institution/PSU, Banks or Co-operative Society.

Signature of applicant.

Place :

Date :

APPENDIX B
**CHECKLIST OF POINTS TO BE LOOKED INTO FOR APPOINTMENT OF
DEPENDANTS OF GOVERNMENT SERVANTS DYING- IN-HARNESS**

- 1 Name and designation of the deceased :
Employee as on the date of death
- 2 Total service put in by the Employee: :
i) Date of birth of the Government servant ii)
Date of entry in service
iii) Date of death
- 3 Whether the approval of appointment of the
employee has been given by the Director/Deputy
Director of Collegiate Education/Director of
Technical Education/University as the case may
be
if so the details of approval given.
- 4 Details of members in the family (Name, date of :
of birth, marital status and occupation, if any)
- 5 Total family income of the deceased employee :
:
- 6 Date of receipt of the application and the :
person from whom application is received
- 7 Name and relationship of the person to be :
considered for appointment.
- 8 Applicant's age and date of birth. :
- 9 Qualification of the candidate as represented :
and reported.
- 10 Whether the applicant is eligible to be appointed :
for the post of Class IV/LGS
- 11 Other Points for consideration if any :
- 12 Recommendation of the Manager/Principal :
- 13 Whether any Dependant of the deceased :
employee was given appointment under the
scheme. If so, details of appointment given.
- 14 Whether the applicant is working in any
State/Central Government Department/
Institution/PSU, Banks, Co-operative Society

APPENDIX C

- 1 Serial Number :
- 2 Reference number if any, date and from whom received :
- 3 Current Number :
- 4 Date of receipt by Clerk :
- 5 Name and designation of deceased employee and the College in which the deceased was working :
- 6 Name and address of the applicant :
- 7 Reference issued to whom for enquiry report and date. :
- 8 Date of receipt of the enquiry report :
- 9 Report sent to whom and date. :
- 10 Nature of disposal :

APPENDIX D

- 1 Serial Number :
- 2 Name and address of the applicant :
- 3 Name of the deceased employee and the College where he/she was working :
- 4 Whether the approval of appointment of the employee has been given by the Director/Deputy Director of Collegiate Education/Director of Technical Education/University as the case may be if so the details of approval given. :
- 5 Current Number :
- 6 How disposed of (if appointment given : details thereof). :



രഹസ്യം

കേരള സർക്കാർ

മന്ത്രിസഭായോഗത്തിന്റെ നടപടിക്കുറിപ്പുകൾ

തീയതി : 12-02-2020

ഫയൽ നം. ഡി3/35/2016/ഉ.വി.വ.


ഇനം നം: 3778

വിഷയം : ഉന്നത വിദ്യാഭ്യാസ വകുപ്പ് - സ്വകാര്യ എയ്ഡഡ് കോളേജുകൾ, സ്വകാര്യ എയ്ഡഡ് ട്രെയിനിംഗ് കോളേജുകൾ, സ്വകാര്യ എയ്ഡഡ് അറബിക് കോളേജുകൾ, സ്വകാര്യ എയ്ഡഡ് പോളിടെക്നിക് കോളേജുകൾ, സ്വകാര്യ എയ്ഡഡ് എഞ്ചിനീയറിംഗ് കോളേജുകൾ എന്നിവിടങ്ങളിൽ സേവനത്തിലിരിക്കെ മരണമടഞ്ഞ ജീവനക്കാരുടെ ആശ്രിതർക്കായി നടപ്പാക്കിയ സമാശ്വാസ നിയമന പദ്ധതിയുടെ മാർഗ്ഗ രേഖ നിശ്ചയിക്കുന്നത്.

തീരുമാനം : കുറിപ്പിലെ നിർദ്ദേശം അംഗീകരിച്ചു.

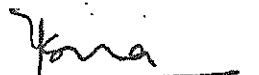
(ഒപ്പ്)
പിണറായി വിജയൻ
മുഖ്യമന്ത്രി

(ശരിപ്പകർപ്പ്)


ജോ ജോസ്
ചീഫ് സെക്രട്ടറി

പ്രിൻസിപ്പൽ സെക്രട്ടറി, ഉന്നത വിദ്യാഭ്യാസ വകുപ്പ്.




14/2/2020

JS (Hau)

കേരള സർക്കാർ
(ശ്രീ. പിണറായി വിജയൻ മന്ത്രിസഭ)
മന്ത്രിസഭാ യോഗത്തിനുള്ള കുറിപ്പ്

1. ഫയൽ നമ്പർ : ഡി3/35/2016/ഉ.വി.വ
2. വകുപ്പ് : ഉന്നത വിദ്യാഭ്യാസ (ഡി) വകുപ്പ്
3. വിഷയം : സ്വകാര്യ എയ്ഡഡ് കോളേജുകൾ, സ്വകാര്യ എയ്ഡഡ് ട്രെയിനിംഗ് കോളേജുകൾ, സ്വകാര്യ എയ്ഡഡ് അറബിക് കോളേജുകൾ, സ്വകാര്യ എയ്ഡഡ് പോളിടെക്നീക് കോളേജുകൾ, സ്വകാര്യ എയ്ഡഡ് എഞ്ചിനീയറിംഗ് കോളേജുകൾ എന്നിവിടങ്ങളിൽ സേവനത്തിലിരിക്കെ മരണമടഞ്ഞ ജീവനക്കാരുടെ ആശ്രിതർക്കായി നടപ്പാക്കിയ സമാശ്വാസ നിയമന പദ്ധതിയുടെ മാർഗ്ഗരേഖ നിശ്ചയിക്കുന്നത്- സംബന്ധിച്ച്
4. മന്ത്രിസഭായോഗത്തിൽ സമർപ്പിക്കാനുള്ള മുഖ്യമന്ത്രിയുടെ ഉത്തരവ് തീയതി : 11.10.2019
5. (i) ഇത് സാമ്പത്തിക ബാധ്യതയുള്ളതാണോ? : ഇല്ല
(ii) സാമ്പത്തിക ബാധ്യതയുള്ളതാണെങ്കിൽ ധനകാര്യവകുപ്പുമായി ആലോചിച്ചിട്ടുണ്ടോ, ഉണ്ടെങ്കിൽ അവരുടെ അഭിപ്രായം മന്ത്രിസഭാ യോഗത്തിനുള്ള കുറിപ്പിൽ ഉൾക്കൊള്ളിച്ചിട്ടുണ്ടോ : ബാധകമല്ല
6. മറ്റേതെങ്കിലും വകുപ്പുമായി ആലോചിച്ചിട്ടുണ്ടോ, ഉണ്ടെങ്കിൽ അവരുടെ അഭിപ്രായം മന്ത്രിസഭാ യോഗത്തിനുള്ള കുറിപ്പിൽ ഉൾക്കൊള്ളിച്ചിട്ടുണ്ടോ : ഉണ്ട്
7. കുറിപ്പ് സമർപ്പിച്ച ഡെപ്യൂട്ടി സെക്രട്ടറിയുടെ പേര് : ശ്രീ. ജി.ഹരികുമാർ
8. കുറിപ്പ് അംഗീകരിച്ച പ്രിൻസിപ്പൽ സെക്രട്ടറിയുടെ പേര് : ഡോ.ഉഷ ട്രൈറ്റസ്
9. മന്ത്രിസഭയ്ക്കുള്ള കരട് കുറിപ്പ് സെക്രട്ടറി അംഗീകരിച്ച തീയതി : 19.10.2019
10. കുറിപ്പ് അംഗീകരിച്ച ചീഫ് സെക്രട്ടറിയുടെ പേര് : ശ്രീ.ടോം ജോസ്
11. മന്ത്രിസഭയ്ക്കുള്ള കരട് കുറിപ്പ് ചീഫ് സെക്രട്ടറി അംഗീകരിച്ച തീയതി : 23.10.2019
12. കുറിപ്പ് അംഗീകരിച്ച മന്ത്രിയുടെ പേര് : ഡോ.കെ.ടി.ജലീൽ
13. മന്ത്രിസഭയ്ക്കുള്ള കരട് മന്ത്രി അംഗീകരിച്ച തീയതി : 03.02.2020
14. കുറിപ്പിന്റെ പകർപ്പുകൾ സമർപ്പിച്ച തീയതി : 06.02.2020
15. മന്ത്രിസഭായോഗം തീരുമാനമെടുത്ത തീയതി :
16. തീരുമാനം പുറപ്പെടുവിച്ച സർക്കാർ ഉത്തരവ്/ കത്തിന്റെ നമ്പരും തീയതിയും. :

മന്ത്രിസഭായോഗത്തിനുള്ള കുറിപ്പ്

1. സംസ്ഥാനത്തെ സ്വകാര്യ എയ്ഡഡ് കോളേജുകൾ, സ്വകാര്യ എയ്ഡഡ് ട്രെയിനിംഗ് കോളേജുകൾ, സ്വകാര്യ എയ്ഡഡ് അറബിക് കോളേജുകൾ, സ്വകാര്യ എയ്ഡഡ് പോളിടെക്നീക് കോളേജുകൾ, സ്വകാര്യ എയ്ഡഡ് എഞ്ചിനീയറിംഗ് കോളേജുകൾ എന്നിവിടങ്ങളിൽ സേവനത്തിലിരിക്കെ മരണമടഞ്ഞ ജീവനക്കാരുടെ ആശ്രിതർക്കായി സമാശ്വാസ നിയമന പദ്ധതിയുടെ മാർഗ്ഗരേഖ നിശ്ചയിക്കുന്നത് സംബന്ധിച്ച കുറിപ്പാണിത്.

2. എയ്ഡഡ് കോളേജുകളിൽ സേവനത്തിലിരിക്കെ മരണമടഞ്ഞ ജീവനക്കാരുടെ ആശ്രിതർക്ക് സമാശ്വാസ നിയമന പദ്ധതി നടപ്പാക്കുന്നതിന് അനുമതി നൽകി സ.ഉ. (കെ)636/2013/ഉ.വി.വ. തീയതി 7.10.2013 പ്രകാരം ഉത്തരവായിരുന്നു. ഇതിലേക്കായുള്ള മാർഗ്ഗ രേഖ തയ്യാറാക്കി സമർപ്പിക്കുന്നതിന് കോളേജ് വിദ്യാഭ്യാസ ഡയറക്ടറെ ചുമതലപ്പെടുത്തിയിരുന്നു.

3. ഇതിനിടെ എൻ.എസ്.എസ്. മാനേജ്മെന്റ് ബഹു.ഹൈക്കോടതി മുമ്പാകെ WP(C)28970/13 നമ്പരായി കേസ് ഫയൽ ചെയ്യുകയുണ്ടായി. ബഹു. ഹൈക്കോടതി ഈ കേസ് പരിഗണിക്കുകയും 1.10.2014 ൽ ഈ കേസീനോടൊപ്പം സമാനകേസുകളായ WA 248/2012, WP(C)14195/2006 എന്നിവയ്ക്ക് കൂടി ബാധകമാക്കിക്കൊണ്ടുള്ള പൊതു വിധിന്യായം പുറപ്പെടുവിച്ചിരുന്നു. സ.ഉ.(കെ)636/13/ഉ.വി.വ. തീയതി 7.10.2013 ന് തുടർച്ചയായുള്ള മാർഗ്ഗരേഖ സർക്കാർ പുറപ്പെടുവിക്കുമ്പോൾ പരാതിക്കാർക്ക് എന്തെങ്കിലും പരാതിയുണ്ടെങ്കിൽ നിയമപ്രകാരമുള്ള പരിഹാരത്തിന് ശ്രമിക്കുന്നതിന് അവസരമുണ്ടെന്നും ടി വിധിന്യായത്തിൽ ബഹു.ഹൈക്കോടതി ഉത്തരവായിരുന്നു.

4. എന്നാൽ ഈ വിഷയത്തിൽ എൻ.എസ്.എസ്. മാനേജ്മെന്റ് ബഹു.സുപ്രീംകോടതി മുമ്പാകെ മൂന്ന് എസ്.എൽ.പി.കൾ ഫയൽ ചെയ്യുകയും ബഹു.സുപ്രീംകോടതി 25.10.2017 ന് അന്തിമ ഉത്തരവ് പുറപ്പെടുവിക്കുകയും ചെയ്തിരുന്നു. ബഹു.ഹൈക്കോടതിവിധിക്ക് തുടർച്ചയായി, സർക്കാർ തീരുമാനം എടുത്തിട്ടില്ലാത്തതിനാൽ ഈ വിഷയത്തിൽ ഇടപെടുന്നതിന് ബഹു.കോടതി തക്കതായ യാതൊരു കാരണവും കാണുന്നില്ലായെന്നും സർക്കാർ ഇക്കാര്യത്തിൽ തീരുമാനം എടുക്കുന്ന മുറയ്ക്ക് ആയത് നിയമപരമായ രീതിയിൽ പ്രശ്നപരിഹാരത്തിന് ശ്രമിക്കാവുന്നതാണെന്നും ഉത്തരവായിരുന്നു. ഇത്തരത്തിൽ ഉത്തരവോടെ പ്രസ്തുത എസ്.എൽ.പി.കൾ ബഹു. സുപ്രീംകോടതി തീർപ്പാക്കിയിരുന്നു.

5. എയ്ഡഡ് കോളേജുകളിലെ സമാശ്വാസ നിയമന പദ്ധതി നടപ്പാക്കുന്നതിനെതിരെ ഫയൽ ചെയ്തിരുന്ന WP(C)കളും SLP കളും ബഹു.കോടതികൾ തീർപ്പാക്കിയതിനെ തുടർന്ന് പദ്ധതിയുടെ മാർഗ്ഗരേഖ അംഗീകരിക്കുന്നതിനുള്ള നടപടികൾ സർക്കാർ പുനരാലോചിക്കുകയുണ്ടായി. ഈ വിഷയത്തിൽ കോളേജ് വിദ്യാഭ്യാസ ഡയറക്ടർ സമർപ്പിച്ച കരട് മാർഗ്ഗരേഖ വിവിധ തലങ്ങളിൽ ചർച്ച ചെയ്ത് സർക്കാർ സർവ്വീസിൽ സമാശ്വാസ നിയമന പദ്ധതിക്കായി നിലവിലുള്ള മാർഗ്ഗ രേഖയ്ക്ക് അനുസൃതമായി ആവശ്യമായ മാറ്റങ്ങളോടെ മാർഗ്ഗ രേഖ സർക്കാർ തയ്യാറാക്കുകയുണ്ടായി. കൂടാതെ ടി സമാശ്വാസ നിയമന പദ്ധതി സംസ്ഥാനത്തെ സ്വകാര്യ എയ്ഡഡ് കോളേജുകൾ, സ്വകാര്യ എയ്ഡഡ് ട്രെയിനിംഗ് കോളേജുകൾ, സ്വകാര്യ എയ്ഡഡ് അറബിക് കോളേജുകൾ, സ്വകാര്യ എയ്ഡഡ് പോളിടെക്നീക് കോളേജുകൾ, സ്വകാര്യ എയ്ഡഡ് എഞ്ചിനീയറിംഗ് കോളേജുകൾ ഉൾപ്പെടെയുള്ള എല്ലാ എയ്ഡഡ് കോളേജുകളിലും നടപ്പിലാക്കുന്നതിന് തീരുമാനിക്കുകയുണ്ടായി.

6. ഈ വിഷയത്തിലെ കരട് മാർഗ്ഗരേഖ ഉദ്യോഗസ്ഥ ഭരണപരിഷ്കാര വകുപ്പിന് സമർപ്പിച്ചതിൽ ടി വകുപ്പ് മാർഗ്ഗരേഖ പരിശോധിക്കുകയും ഇപ്രകാരം അഭിപ്രായം രേഖപ്പെടുത്തുകയുണ്ടായി

"കരട് ചട്ടത്തിലെ ഖണ്ഡിക 30 ൽ 'within the time limit' എന്ന വാക്ക് ആശയകുഴപ്പം സൃഷ്ടിക്കുന്നതിനാൽ ഒഴിവാക്കേണ്ടതാണ്. (24/5/1999-ലെ G.O(P)No.12/99/P&ARD ഉത്തരവിലെ ഖണ്ഡിക 26 ൽ ഉണ്ടായിരുന്ന 'within the time limit ' എന്ന വാക്ക് 15/12/11 ലെ G.O(P)No.37/2011/P&ARD ഉത്തരവ് പ്രകാരം ഒഴിവാക്കിയിട്ടുണ്ടെന്ന് ഭരണവകുപ്പിനെ അറിയിക്കുന്നു. ലോകൽ റഫറൻസിൽ കണ്ടാലും). അതുപോലെ 24/5/1999 ലെ G.O(P)No.12/99/P&ARD ഉത്തരവിലെ കുടുംബ വരുമാനം കണക്കാക്കുന്നതു സംബന്ധിച്ച ഖണ്ഡിക 13 ലെ നിബന്ധനകൾ കൂടി ഉൾപ്പെടുത്തേണ്ടതാണ്.

സർക്കാർ ജീവനക്കാരുടെ ആശ്രിതനിയമനം സംബന്ധിച്ച ഉത്തരവുകൾ ആണ് ഈ വകുപ്പിൽ നിന്നും പുറപ്പെടുവിക്കുന്നത്. ഈ ഉത്തരവുകൾക്ക് അനുസൃതമായി ആണ് കരട് ചട്ടം തയ്യാറാക്കിയിരിക്കുന്നത് എന്ന് കാണുന്നു. അതിനാൽ എയിഡഡ് കോളേജുകളിൽ ആശ്രിത നിയമനം നടത്തുന്നതിനുവേണ്ടി തയ്യാറാക്കിയ കരട് ചട്ടം മേൽ പറഞ്ഞ ഭേദഗതിയോടെ പര്യാപ്തമാണ്. കരട് ചട്ടം ഭരണവകുപ്പിന്റെ ഉദ്ദേശ്യങ്ങൾക്ക് അനുസൃതമാണോ എന്നത് സംബന്ധിച്ച് ഭരണവകുപ്പ് തന്നെ ഉറപ്പു വരുത്തേണ്ടതാണ്.

കരട് ചട്ടത്തിന്മേൽ നിയമവകുപ്പിന്റെ അഭിപ്രായം കൂടി തേടിയതിനുശേഷം തുടർ നടപടി സ്വീകരിക്കുവാൻ ഭരണ വകുപ്പിനെ അറിയിക്കുന്നു."

7. ഉദ്യോഗസ്ഥ ഭരണപരിഷ്കാര വകുപ്പ് അഭിപ്രായപ്പെട്ട പ്രകാരം കരട് മാർഗ്ഗരേഖ പരിഷ്കരിച്ച് നിയമവകുപ്പിന് സമർപ്പിച്ചതിൽ ടി വകുപ്പ് ഇപ്രകാരം ഉപദേശം നൽകുകയുണ്ടായി 'ഭരണവകുപ്പ് നൽകിയിട്ടുള്ള കരട് മാർഗ്ഗരേഖ GO(P) ആയി പ്രസിദ്ധീകരിക്കുന്നതാണ് ഉചിതം. ടി മാർഗ്ഗരേഖ ക്രമപ്രകാരമാണ്. ടി മാർഗ്ഗരേഖയുടെ വസ്തുതകളുടെ കൃത്യത ഭരണവകുപ്പ് പരിശോധിച്ച് ഉറപ്പുവരുത്തിയശേഷം തുടർനടപടികൾ കൈക്കൊള്ളാവുന്നതാണെന്ന് പ്രസ്തുത വകുപ്പിനെ അറിയിക്കുന്നു."

8. ഇതിനെ തുടർന്ന് ഫയൽ ബഹു. ഉന്നത വിദ്യാഭ്യാസ വകുപ്പ് മന്ത്രി മുഖാന്തിരം ബഹു.മുഖ്യമന്ത്രിക്ക് ചംക്രമണം ചെയ്തതിൽ മാർഗ്ഗരേഖ തീരുമാനിക്കുന്ന തീലേക്കായി ഈ വിഷയം മന്ത്രിസഭയുടെ പരിഗണനയ്ക്ക് സമർപ്പിക്കുന്നതിന് ബഹു.മുഖ്യമന്ത്രി അംഗീകാരം നൽകുകയുണ്ടായി.

തീരുമാനിക്കേണ്ട വിഷയം

സംസ്ഥാനത്തെ സ്വകാര്യ എയ്ഡഡ് കോളേജുകൾ, സ്വകാര്യ എയ്ഡഡ് ട്രെയിനിംഗ് കോളേജുകൾ, സ്വകാര്യ എയ്ഡഡ് അറബിക് കോളേജുകൾ, സ്വകാര്യ എയ്ഡഡ് പോളിടെക്നീക് കോളേജുകൾ, സ്വകാര്യ എയ്ഡഡ് എഞ്ചിനീയറിംഗ് കോളേജുകൾ എന്നിവിടങ്ങളിൽ സേവനത്തിലിരിക്കെ മരണമടഞ്ഞ ജീവനക്കാരുടെ ആശ്രിതർക്കായി നടപ്പാക്കിയ സമാശ്വാസ നിയമനപദ്ധതിക്കായി തയ്യാറാക്കിയതും ഈ കുറിപ്പിനോടൊപ്പം ഉൾക്കൊള്ളിച്ചിട്ടുള്ളതുമായ കരട് മാർഗ്ഗരേഖ അംഗീകരിക്കാമോ?

**DRAFT GUIDELINES FOR THE COMPASSIONATE EMPLOYMENT SCHEME FOR
DEPENDENTS OF EMPLOYEES OF PRIVATE AIDED COLLEGES/PRIVATE AIDED
TRAINING COLLEGES/PRIVATE AIDED ARABIC COLLEGES /PRIVATE AIDED
POLYTECHNIC COLLEGES AND PRIVATE AIDED ENGINEERING COLLEGES, WHO
HAVED DIED IN HARNES.**

Ref: GO(MS) 636/2013/H Edn dated 7.10.2013

These guidelines are meant for implementation of Compassionate Employment Scheme for the dependents of deceased employees of the Private Aided Colleges/Private Aided Training Colleges/ Private Aided Arabic Colleges/Private Aided Polytechnic Colleges/ Private Aided Engineering Colleges.

Date of Effect

1. The dependents of the deceased employees of the Private Aided Colleges/Private Aided Training Colleges/ Private Aided Arabic Colleges/Private Aided Polytechnic Colleges/ Private Aided Engineering Colleges who have expired on or after 7.10.2013 i.e. the date of the Order implementing the Compassionate Employment Scheme, shall be covered by this scheme

Eligibility

2. Applications from the dependents of employees of the Private Aided Colleges/Private Aided Training Colleges/ Private Aided Arabic Colleges/Private Aided Polytechnic Colleges/ Private Aided Engineering Colleges who die in harness will be considered for employment assistance under the scheme. Employees of the Private Aided Colleges/Private Aided Training Colleges/ Private Aided Arabic Colleges/Private Aided Polytechnics/ Private Aided Engineering Colleges means the Employees whose appointment has been approved by the University/Director of Collegiate Education/Deputy Director of Collegiate Education/Director of Technical Education, as the case may be.

3. Dependents of employees of the Private Aided Colleges/Private Aided Training Colleges/ Private Aided Arabic Colleges/Private Aided Polytechnic Colleges/ Private Aided Engineering Colleges missing while in service, if it is not proved otherwise, as laid down in section 108 of the Indian Evidence Act, will be eligible for employment assistance under the scheme treating that the incumbent had died while in service.

4. Dependents of employees of the Private Aided Colleges/Private Aided Training Colleges/ Private Aided Arabic Colleges/Private Aided Polytechnic Colleges/ Private Aided Engineering Colleges who die in harness irrespective of the circumstances of the death (including suicide) will be eligible for employment assistance under the scheme.

5. Dependents of employees of the Private Aided Colleges/Private Aided Training Colleges/ Private Aided Arabic Colleges/Private Aided Polytechnic Colleges/ Private Aided Engineering Colleges who have availed themselves invalid pension and whose death has taken place before the normal date of superannuation shall also be eligible for employment assistance under the scheme.

6. Employment assistance under the scheme shall not be available to the dependents of employees of the Private Aided Colleges/Private Aided Training Colleges/ Private Aided Arabic Colleges/Private Aided Polytechnic Colleges/ Private Aided Engineering Colleges who are allowed to continue in service beyond superannuation either by extension of service or re-employment, and in whose case the death takes place after the normal date of retirement or superannuation.

7. The dependents of employees of the Private Aided Colleges/Private Aided Training Colleges/ Private Aided Arabic Colleges/Private Aided Polytechnic Colleges/ Private Aided Engineering Colleges (including the Principals of Colleges) on superannuation during the course of an academic year, continue in service under Rule 60(c) Kerala Service Rules, Part I till the last day of the month in which the academic year ends and who die during the period of such continuance will be eligible for the employment assistance under the scheme

8. Dependents of employees of the Private Aided Colleges/Private Aided Training Colleges/ Private Aided Arabic Colleges/Private Aided Polytechnic Colleges/ Private Aided Engineering Colleges who have retired voluntarily and in whose case death takes place before the normal date of superannuation shall not be eligible for the employment assistance under the scheme

Family Income

9. The maximum income of the family of the deceased Government Servant should not exceed Rs 8,00,000/- (Rupees Eight Lakhs only) per annum to make a dependent eligible for the Compassionate Employment and this will be revised from time to time, in accordance with the income limit fixed for the compassionate employment scheme for dependents of Government Employees. (Ref: GO(P) 7/2018/P&ARD dated 28.4.2018). Family income to be reckoned is the actual income available to all members of the family from all sources other than family pension. Income from the properties of the members of the family should also be reckoned. Income of the married sons or daughters and other members of the family living separately shall not be reckoned for calculating the Family Income. In case of dispute on income, the case shall be referred to the concerned District Collector and the income reported by the District Collector shall be accepted as the actual income. When salary based income is calculated, the pay including all allowances except Travelling Allowance shall be reckoned for the purpose.

Dependents

10. Only one dependent will be given employment assistance under the scheme in the event of the death of an employee of the Private Aided Colleges/Private Aided Training Colleges/ Private Aided Arabic Colleges/Private Aided Polytechnic Colleges/ Private Aided Engineering Colleges. Employment assistance shall be given to the widow/widower, son, daughter in the said order of priority. Son and daughter shall include adopted son and adopted daughter respectively and will rank after son/daughter. However, in the case of unmarried employee, the Father/Mother, unmarried sister/unmarried brother shall also be eligible for employment assistance. No other dependent shall be eligible or given appointment under the scheme. However the person

who are serving in State/Ceprtral Government Departments/Institution/PSU, Banks, Co-operative Societies does not come under the definition of 'Dependent' as far as this Scheme is considered.

11. Whenever there is a dispute between the claim of two dependents, the person recommended by the widow/widower of the deceased employee in writing will be preferred.

12. In the case of dependents other than widow/widower, the consent of the widow/widower shall invariably be obtained

Minimum Service

13. There shall be no minimum service restriction. Dependents of those employees of the Private Aided Colleges/Private Aided Training Colleges/ Private Aided Arabic Colleges/Private Aided Polytechnic Colleges/ Private Aided Engineering Colleges, whose appointment has been approved by the University/ Director of Collegiate Education/Deputy Director of Collegiate Education/Director of Technical Education, as the case may be, shall be eligible for the benefit of the scheme irrespective of the length of their service.

Category of Appointment

14. Appointment under the Scheme will be limited to Class IV posts in the Private Aided Colleges/Private Aided Training Colleges/ Private Aided Arabic Colleges/Private Aided Polytechnic Colleges/ Private Aided Engineering Colleges under the Management where the deceased person was working earlier.

Qualification for posts.

15. The qualification prescribed for direct recruitment to the post will apply. No relaxation in qualification will be allowed under the scheme.

Age Limit

16. The upper age limit prescribed for direct recruitment to the post of Class IV as per the Statutes/prevaling Rules shall apply for getting the employment under this scheme. However, in the case of appointment of widow/widower of the deceased employee and in the case of father/mother, in the case of unmarried employee, there shall be no upper age restriction for getting employment assistance under the scheme.

Time limit for preferring the application

17. The time limit for preferring applications under the scheme will be two years from the date of death of the employee. In case of minor, the period will be within 3 years after attaining the majority. However, the major dependents of the employees of the Private Aided Colleges/Private Aided Training Colleges/ Private Aided Arabic Colleges/Private Aided Polytechnic Colleges/ Private Aided Engineering Colleges who have expired on or after the 7.10.2013 ie date of GO(MS) 636/2013/H Edn and before the date of the Government Order approving the Guidelines, will be given a time limit of one year for submitting the application. No further relaxation will be given after the period as specified above.

18. While submitting the application, the applicant other than father/Mother of the deceased employee, should submit a declaration as specified in GO(MS) 5/2018/P&ARD dated 21.2.2018 that he will look after the Mother/father/widow/widower of the deceased employee until their death and brother/daughter until they attain maturity.

Procedure for appointment

19. Application for appointment from dependents of the employees of the Private Aided Colleges/Private Aided Training Colleges/ Private Aided Arabic Colleges/Private Aided Polytechnic Colleges/ Private Aided Engineering Colleges who die-in-harness will be entertained only in the prescribed form with a Court Fee stamp of Rs. 10 affixed thereon. The application should be submitted either directly or through Post by 'Registered with Acknowledgment Due' method to the College where the deceased Employee had last worked. For the applications submitted directly to the College, the Principal of the College should give a dated acknowledgment receipt for the submitted application. Regarding the application sent through Post, the

Acknowledgment due card signed and returned from the College can be used as the receipt for the application submitted.

20. Apart from this, the applicant should submit a copy of the petition to the concerned Deputy Director of Collegiate Education/Joint Director of Technical Education, as the case may be, who has jurisdiction over the College. While submitting this application, a photocopy of the receipt received from the College/copy of the Acknowledgement due receipt obtained from the Postal authorities may also be enclosed with the application. The Deputy Director of Collegiate Education/ Joint Director of Technical Education should keep a register to watch the progress in processing the application. All the relevant details should be entered in the register.

21. Legal heirship certificate issued by the Tahsildar concerned, income certificate and death certificate of the deceased employee should invariably be enclosed with the application. In case of the application submitted to Colleges under Corporate Management, the applicant will be permitted to indicate the order of priority of the Colleges. To the extent possible, this order of priority will be accepted. However, if it is not possible, the applicant will be appointed to any of the available vacancies in the nearest college under the Management.

22. On receipt of the application, the Manager/College authorities should verify the application and supporting documents and forward the same, after curing the defects, to the concerned Deputy Director of Collegiate Education/ Joint Director of Technical Education within a period of not later than 30 days. The checklist as stipulated in Appendix B shall also be filled and signed by the Manager/Principal of the College concerned (in triplicate) and should be sent along with the documents. It will be the duty of the Principal of the concerned College to ensure that the report is submitted to the concerned Deputy Director of Collegiate Education/ Joint Director of Technical Education within the stipulated time limit itself.

23. If the application, along with the report of the Principal/Manager, is not received by the Deputy Director of Collegiate Education/ Joint Director of Technical Education within 30 days, it shall be his/her responsibility to verify the application submitted before him/her by the applicant and forward the

same with specific recommendation to the Director of Collegiate Education/Director of Technical Education, as the case may be, within the next 15 days. In such cases, a copy of the report sent to the Director of Collegiate Education/Director of Technical Education may be given to the College authorities for information

24. On receipt of the application, the Director of Collegiate Education/Director of Technical Education shall scrutinise the same and after rectifying the defects, if any, should forward the application to the concerned District Collector where the applicant resides. After getting the report of the District Collector, the Director of Collegiate Education/Director of Technical Education shall forward the application and its enclosures, including the checklists to Government with specific recommendation.

25. A checklist should as stipulated in Appendices should also be kept in the Office of the Director of Collegiate Education/Director of Technical Education/District Collectors for making reports to Government on the application for employment under the scheme.

26. On receipt of the application from the the Director of Collegiate Education/Director of Technical Education, Government will scrutinise the matter and shall issue formal orders giving consent for appointment, if the person is found eligible for appointment. For persons to whom consent was given by Government for appointment under this scheme, the Management should give appointment in the very next clear vacancy of Class IV arising in the College, after absorbing supernumerary posts, if any, as per the prevailing Staff Pattern. The Management should issue appointment order within 15 days itself from the date of receipt of a copy of the letter from Government. In case the appointment order cannot be given for want of vacancy, the Manager should inform the matter to the incumbent in writing, informing about the date of occurrence of the next clear vacancy of the Class IV employee in the college, after absorbing the supernumerary posts, if any, in the college. After this, the Manager should issue appointment orders to the incumbent as soon as the vacancy arises, without waiting for any formal request from the applicant.

27. In case of the application submitted to Colleges under Corporate Management, the applicant may be given appointment as per his/her choice itself. In case the same is not possible due to any genuine reasons, he/she should be given appointment in any of the available vacancies in the nearest college under the Management, and should be transferred to the college of his/her choice at the very next vacancy arising in the College. In such cases, the seniority will not be lost by the incumbent even though it may involve inter university transfer.

28. Verification of character and other formalities, which are to be followed in the case of direct recruitment, if any, should be followed in the case of appointment under this scheme also.

29. 10% of the vacancies of Last Grade Servants in the Private Aided Colleges/Private Aided Training Colleges/ Private Aided Arabic Colleges/Private Aided Polytechnic Colleges/ Private Aided Engineering Colleges should be reserved for giving appointment under the scheme. In the case of Colleges under the Corporate Management, the whole posts of LGS in the colleges under the Management will be taken as a single unit for appointment under this scheme. If no applications seeking employment assistance under this scheme are pending as far as a college/Corporate Management is concerned, the vacancies shall be filled through direct appointment and the very next arising vacancy, on submission of an application under the scheme, should be set apart for appointment under this scheme. However the 10% of the total number of LGS in the College/Colleges under the Management should be set apart for appointment under the Scheme if there are applicants seeking employment assistance under the scheme.

30. Applicant will have the right to withdraw his/her application at any time before the job is accepted, so as to enable another dependent of the family to make his/her application for employment assistance.

31. The appointment given under the scheme will be cancelled if and when it is found that there was misrepresentation or suppression of material facts on the part of the applicant while submitting the application.

32. Employment assistance under the scheme will be given only on fulfillment of the conditions stipulated in these orders. Appointment under

the scheme shall be given only to one eligible dependent of the deceased employee of Private Aided Colleges/Private Aided Training Colleges/ Private Aided Arabic Colleges/Private Aided Polytechnic Colleges/ Private Aided Engineering Colleges.

33. Government will have the right to cancel the order sanctioning the appointment of persons under the Compassionate Employment Scheme, if, after the issue of the order, it is found that the orders were issued erroneously.

34. As the scheme is intended to help the bereaved family of the deceased employee of Private Aided Colleges/Private Aided Training Colleges/ Private Aided Arabic Colleges/Private Aided Polytechnic Colleges/ Private Aided Engineering Colleges, the application for employment assistance should be processed at all stages and at all levels with a sense of urgency. Enquiry reports of the District Collectors should be finalised and submitted within four weeks itself. A register as stipulated in Appendix C will have to be maintained in all Collectorates to watch the receipt and disposal of these applications.

35. The details of applications received from the dependents of the deceased employees and the details of the appointment given will be entered in the Service Book of the deceased employees, in the establishment register in the Office of the Deputy Director of Collegiate Education/Regional Joint Director of Technical Education and in the College in which the deceased employee had worked, and the fact should be attested by the concerned Deputy Director of Collegiate Education/Regional Joint Director of Technical Education. **The Director of Collegiate Education/Director of Technical Education shall also maintain register in prescribed Proforma as said in Appendix D, in which applications received for employment assistance under the scheme shall be entered so that it will be easy to watch the progress of action, and to furnish information on LA Interpellations.**

APPENDIX A

(A Court Fee Stamp of Rupees Ten should be affixed on the Application form)

**Form of Application for Employment under the Scheme for the
Compassionate Employment of the dependents of Staff in Aided Colleges**

- 1 Name and full postal address of the Applicant indicating the name of the District :
- 2 Name, full residential address and details of appointment last held by the Employee together with details of the date of Entry in service, office and College where worked immediately before death etc. :
- 3 Relationship of the applicant to the Employee who died-in-harness :
- 4 Total continuous service put in by the deceased Employee with dates of birth and death :
- 5 Details of the members in the family of the Deceased Employee together with the name, age occupation and relationship of each with the deceased :
- 6 Total annual family income of the deceased Employee (certificate from concerned Authority should be attached) :
- 7 Applicant's age and date of birth (attested copy of the relevant school records or other relevant records should be attached) :
- 8 Educational qualifications and experience, if any, gained (attested copy of the certificate to be attached) :
- 9 Identification marks if any :
- 10 Whether the applicant is married or single ? :
- 11 Whether the applicant or any other :

dependent of the Employee had applied
For the benefit under the scheme earlier ?
(If so give details)

- 12 Whether any other dependant of the :
deceased Employee has availed of the
benefit of Employment under the scheme
previously ?
- 13 If the deceased employee was working in :
Colleges under a Corporate Management,
the name of Colleges for which the
appointment is sought in the order of
preference
- 14 The College and District chosen by the :
applicant

DECLARATION

I,..... do hereby declare that the particulars given
above are true to the best my knowledge and belief, I also agree to that the appointment
secured by me under the scheme being terminated without notice in the event of finding
any misrepresentation or suppression of material facts on my part. I am also to declare
that I am not serving as an employee in State/Central Government Department/
Institution/PSU, Banks or Co-operative Society.

Signature of applicant.

Place :

Date :

APPENDIX B**CHECKLIST OF POINTS TO BE LOOKED INTO FOR APPOINTMENT OF
DEPENDANTS OF GOVERNMENT SERVANTS DYING- IN-HARNESS**

- 1 Name and designation of the deceased :
Employee as on the date of death
- 2 Total service put in by the Employee: :
i) Date of birth of the Government servant
ii) Date of entry in service
iii) Date of death
- 3 Whether the approval of appointment of the
employee has been given by the
Director/Deputy Director of Collegiate
Education/Director of Technical
Education/University as the case may be
if so the details of approval given.
- 4 Details of members in the family (Name, :
date of birth, marital status and
occupation, if any)
- 5 Total family income of the deceased :
employee
- 6 Date of receipt of the application and the :
person from whom application is received
- 7 Name and relationship of the person to be :
considered for appointment.
- 8 Applicant's age and date of birth. :
- 9 Qualification of the candidate as :
represented and reported.
- 10 Whether the applicant is eligible to be :
appointed for the post of Class IV/LGS
- 11 Other Points for consideration if any :
- 12 Recommendation of the Manager/Principal :
- 13 Whether any Dependant of the deceased :
employee was given appointment under the
scheme. If so, details of appointment given.
- 14 Whether the applicant is working in any
State/Central Government Department/
Institution/PSU, Banks, Co-operative
Society

APPENDIX C

- 1 Serial Number :
- 2 Reference number if any, date and from whom received :
- 3 Current Number :
- 4 Date of receipt by Clerk :
- 5 Name and designation of deceased employee and the College in which the deceased was working :
- 6 Name and address of the applicant :
- 7 Reference issued to whom for enquiry report and date. :
- 8 Date of receipt of the enquiry report :
- 9 Report sent to whom and date. :
- 10 Nature of disposal : :

APPENDIX D

- 1 Serial Number :
- 2 Name and address of the applicant :
- 3 Name of the deceased employee and the College where he/she was working :
- 4 Whether the approval of appointment of the employee has been given by the Director/Deputy Director of Collegiate Education/Director of Technical Education/University as the case may be if so the details of approval given. :
- 5 Current Number :
- 6 How disposed of (if appointment given : details thereof). :