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GOVERNMENT OF KERALA

Personnel and Administrative Reforms (Advice-C) Department

No.10451/Adv.C3/2015/P&ARD

Dated, Thiruvananthapuram, 10.06.2015.

CIRCULAR

Sub:- Personnel and Administrative Reforms Department- Recruitment through KPSC-Monthly reporting of existing vacancies to Kerala Public Service Commission - Instructions - reg.

Several complaints are received from Rank Holder Associations that the Heads of Departments are not reporting the existing vacancies of various posts in the State to Kerala Public Service Commission. In the above circumstances, in order to avoid delay in reporting vacancies to KPSC, all Heads of Departments and Appointing Authorities are hereby directed to report all existing/arising vacancies (those which are to be reported to Kerala Public Service Commission) in each category of posts, to KPSC and to furnish the details to Personnel & Administrative Reforms (Advice C) Department in the following format on a monthly basis. Government will monitor the reporting of vacancies and violation of these instructions by any Head of Department and Appointing Authority will be viewed seriously.

STATEMENT SHOWING VACANCY REPORTED TO KERALA PUBLIC SERVICE COMMISSION FOR THE MONTH OF -----

Sl. No.	Name of the post	Number of vacancies arose during the month	Number of vacancies reported to KPSC	Date of reporting	Reasons for not reporting, if any
1	2	3	4	5	6

E. K. MAJHI
Principal Secretary

To

- All Additional Chief Secretaries/Principal Secretaries/Secretaries/Special Secretaries.
- All Heads of Departments/Appointing Authorities and Offices.
- All Chief Executives of Public Sector Undertakings.
- All Heads of Autonomous Bodies/Quasi Government Organisations.

All District Collectors.

All Departments (all sections) of the Secretariat including Law and Finance.

The Principal Accountant General (Audit), Kerala, Thiruvananthapuram. (with C.L.)

The Accountant General (A&E), Kerala, Thiruvananthapuram (with C.L.).

The Secretary, Kerala Public Service Commission (with C.L.).

The Secretary, Legislature Secretariat (with C.L.).

The Registrar, High Court of Kerala, Ernakulam (with C.L.).

The Secretary to the Governor, Raj Bhavan, Thiruvananthapuram (with C.L.).

The Additional Secretary to the Chief Secretary.


The Director, Information and Public Relations (for wide publicity).

Information and Public Relations (Web & New media) Department.

(for uploading in Government Website).

Stock File/Office Copy.

Forwarded/By Order



Section Officer