

GOVERNMENT OF KERALA
SAINIK WELFARE DEPARTMENT
NOTIFICATION

G.O(P)No.1/2025/SWD.

Dated, Thiruvananthapuram 17.03.2025

The Recruitment (Qualification and Method of Appointment) Rules for the Kerala State Ex-servicemen Development and Rehabilitation Corporation (KEXCON) as approved by the Kerala Public Service Commission and by the Government is hereby published.

RULES

1. *Short title and commencement.*- (1) These rules may be called the Recruitment (Qualification and method of appointment) Rules for Kerala State Ex-servicemen Development and Rehabilitation Corporation (KEXCON), 2024.

(2) They shall come into force at once.

2. *Definitions.*-

(a) "Ex-servicemen" means Ex-servicemen as defined by the Government of India from time to time;

(b) "Managing Director" means the Managing Director of the Kerala State Ex-servicemen Development and Rehabilitation Corporation (KEXCON).

3. *Applicability of the General Rules.*- Where it is not otherwise provided in these Rules, the provisions of the Kerala State & Subordinate Service Rules, 1958 shall be applicable to all the officers and regular employees of the Kerala State Ex-servicemen Development and Rehabilitation Corporation.

4. *Constitution.*- The service shall consist of the following categories of employees as given in the Table-I below namely:-

TABLE – 1

Sl.No.	Category No.	Name of Categories
(1)	(2)	(3)
1	1	Project Officer
2	2	Computer Operator
3	3	Accountant
4	4	Lower Division Clerk
5	5	Driver-cum-Office Attendant
6	6	Office Attendant
7	7	Watchman

Note:- Category 1 and 7 are reserved exclusively for Ex-servicemen.

5. *Method of Appointment and Educational Qualification.*- No person shall be eligible for appointment to any of the categories of posts specified in column(3) of the Table-II below, by the method of appointment specified in column(4) unless the person possess the qualification specified in column(5) thereof, namely:-

TABLE – II

Sl. No.	Category No.	Name of Category	Method of Appointment	Educational Qualification
(1)	(2)	(3)	(4)	(5)
1	1	Project Officer	By direct recruitment through Kerala Public Service Commission	Graduation from a UGC recognized University or National Institute established by the Central Government or institutions established by the Government of Kerala. Preferable: Experience in Project Planning Implementation, Monitoring, Liaison work and Computer Knowledge.
2	2	Computer Operator	By direct recruitment through Kerala	(a) Graduation from a UGC recognized University or National Institute established by

			Public Service Commission	<p>the Central Government or institutions established by the Government of Kerala.</p> <p>(b) Diploma in Computer Applications obtained after a course of study of minimum 6 months duration from an institute recognized by Government.</p> <p>Preferable:- Experience in Accounting and Tally software.</p>
3	3	Accountant	By direct recruitment through Kerala Public Service Commission	<p>(a) Pass in Plus Two or its equivalent.</p> <p>(b) Diploma in Computer applications obtained after a course of study of minimum 6 months duration from an institute recognized by Government.</p> <p>Preferable :- Experience in Accounting and Tally Software.</p>
4	4	Lower Division Clerk	<p>(1) By direct recruitment through Kerala Public Service Commission</p> <p>(2) By Promotion</p>	<p>(a) Pass in Plus Two or its equivalent with Computer Knowledge.</p> <p>(Computer Knowledge is to be proved by a Certificate issued by Government approved institution or the candidates should have studied Computer/IT related subjects during SSLC, Plus Two or Degree)</p> <p>Promotion from Office Attendant who possessed the qualifications prescribed in (a) above and who have completed probation in the category of Office Attendant.</p> <p>Note:- Appointment by direct Recruitment and by promotion shall be in the ratio of 6:1.</p>
5	5	Driver-cum-	By direct	1. Pass in Standard VII or its

		Office Attendant(Light motor vehicles)	recruitment through Kerala Public Service Commission	<p>equivalent qualification.</p> <p>2. Must possess a current Motor Driving License of three years standing to drive Light Motor Vehicle with Driver's Badge.</p> <p>3. Medical Fitness:- Should be medically fit as per the standards specified below:-</p> <p>(i) Ear:- Hearing should be perfect.</p> <p>(ii) Eye:- Distant Vision-6/6 snellen Near Vision – 0.5 snellen</p> <p>Colour Vision – Normal</p> <p>Night Blindness – Nil</p> <p>(iii) Muscles and Joints – No paralysis and all joints with free movements.</p> <p>(iv) Nervous System – Perfectly normal, free from any infectious diseases.</p> <p>Notes:-</p> <p>1. Driving License shall be valid not only at the time of application but also at each stage of selection.</p> <p>2. Proficiency in driving Light Motor Vehicles is to be proved by a practical test conducted by the Kerala Public Service Commission during the course of selection.</p> <p>3. Medical fitness shall be proved by a proper Medical Certificate obtained from a Medical Officer not below the rank of an Assistant Surgeon.</p> <p>4. Differently Abled persons are not eligible to apply for the post.</p>
6	6	Office Attendant	(1) By Direct recruitment	Should have passed Standard VII or its equivalent and should

			through Kerala Public Service Commission (2) By Transfer	not have acquired Graduation. Transfer from Watchman category with prescribed qualifications and who have completed probation in the category of watchman. (i) Appointment by Direct Recruitment and by transfer shall be in the ratio of 1:1 (ii) in the absence of eligible candidates for By Transfer, such vacancies shall also be filled up by Direct Recruitment.
7	7	Watchman	By Direct recruitment through Kerala Public Service Commission	Should have passed Standard VII or its equivalent and should not have acquired Graduation.

Notes:- Graduation/Degree awarded by Military Authorities according to their tenure or service in Army, Navy, Air Force will be considered as a requisite qualification, but will not be disqualification for categories 6 and 7

6. *Appointing Authority.*- The appointing authority in respect of all categories of post shall be the Managing Director of the Kerala State Ex-servicemen Development and Rehabilitation Corporation (KEXCON).

7. *Qualifications regarding age.*- No person shall be eligible for appointment by direct recruitment to any of posts if he has not completed 18 years of age and has completed 46 years of age as on the 1st day of January of the year in which applications for appointments are invited, subject to the usual relaxation in upper age limit allowed to candidates belonging to Scheduled Caste/Scheduled Tribe, Other Backward Classes, Ex-servicemen and Differently abled candidates. In no case the maximum age limit shall exceed 50 years for direct recruitment.

8. *Probation.*- Every person appointed to any of the categories shall be on probation from the date on which he joins duty as specified below;

(i) If appointed by Direct Recruitment to any category other than Last Grade Servant, for a period of two years on duty within a continuous period of three years and for Last Grade Servant, total period of one year on duty within a continuous period of two years;

(ii) If appointed by Promotion/Transfer for a total period of one year on duty within a continuous period two years.

9. *Test Qualification.*- (1) Every person in a post in categories 2,3 and 4 appointed either by direct recruitment or by promotion, as the case may be, within the period of probation shall pass Manual of Office Procedure, if he has not already pass the same;

(2) Every person appointed to category 1 shall pass Executive Officers Test within the period of probation, if he has not already passed the same.

Note:- *For the purpose of this Rule, persons who have attained 50 years of age shall be exempted from passing the test.*

10. *Promotion.*- No employee can claim promotion as a matter of right. Promotion of employees to higher posts ***shall be subject to availability of vacancies and requirement and also on the basis of merit and ability. A 'Select list' shall be prepared by the promotion committee from among the eligible incumbents on the basis of their merit and ability, seniority*** being considered when all other qualifications are approximately equal. The number of names to be included in the select list shall be the same as the estimated number of vacancies available for promotion. Persons selected for inclusion in the list shall be ranked in the select list according to their seniority in the feeder category.

By Order of the Governor,
BIJU PRABHAKAR
SECRETARY