PROCEEDINGS OF THE DISTRICT JUDGE, KOZHIKODE

Present:- Smt. Bindhukumari V S, District Judge

Sub:- Estt. - District Court, Kozhikode – Temporary appointment of Office Atttendant through Public Service Commission – Orders – Issued.

Read:-1. Memo No DII(2) 2/2020(11) dated 26.07.2025 of the District Officer, Kerala Public Service Commission, District Office, Kozhikode.
2. GO (P) No. 15 / 2020/P & A R D dated 28.10.2020.

ORDER NO. A1 –10036/2025 **KOZHIKODE,DATED :20.08.2025**

The undermentioned candidates advised by the Kerala Public Service Commission District Office, Kozhikode for appointment as **Office Atttendant** in this Civil Judicial Department as per letter read 1st above are temporarily appointed as Office Atttendant , in the scale of pay of Rs.23000 – 50,200/- and posted as such in the Court / Office mentioned against their name.

SL No.	Name and address of the candidate	Name of father/guardian	Date of birth	Qualification and experience	Name of court/Office in which appointed
1.	Shijil A T Andiyeri Thazha, Anappara, Kongannur P O Kozhikode- 673315	Manoharan A T	04.04.1995	S.S.L.C	District Court, Kozhikode.
2.	Suja K P Keezhkottil, Mannur, Mannur PO, PIN- 673328 Communication Address Kizhikode, Mannur, Kozhikode, Mannur PO, Pin 673328.	Sankaran K P	03.12.1986	S.S.L.C	Family Court, Kozhikode
3.	Akhil K R Kuzhivayal Colony, Avayal, Kolagappara, Wayanad, 673591	Rajan	07.10.1997	S.S.L.C	Additional District & Sessions Court (for the trial of cases relating to atrocities and sexual violence towards Women and Children) Kozhikode.
4.	Ajilan P N Pookotneduchoolil	Muhammed Kutty	08.04.1995	S.S.L.C	Munsiff Court-I, Kozhikode

	Perumanna Kozhikode Perumanna/673019				
5.	Bruby K Antony Thevankod Putiyaveed, Koodaranhi, Kozhikode, Koodaranhi 673604	Antony	30.04.1986	S.S.L.C	District & Sessions Court, Kozhikode
6.	Amal K S Unniyathan Kandiyil House, Mayyanoor, Vadakara, Kozhikode, Mayyanoor- 673107	Karunakaran	27.05.1994	S.S.L.C	O/o Motor Accidents Claims Tribunal, Vatakara.
7.	Sujith N Nadukkandiyil Koovoor, Kozhikode, Chevayoor P O/ 673017	Surendran S	19.04.1995	S.S.L.C	O/o Waqf Tribunal , Kozhikode
8.	Anjali Krishnan E M Elekkal Meethal, Kuruvangad Kozhikode Kuruvangad/673620	Radhakrishnan E M	27.11.1990	S.S.L.C	O/o Motor Accidents Claims Tribunal, Vatakara.

The above candidates are advised by the Kerala Public Service Commission is informed that their appointment are subject to Rule 3 (C) of the General rules of Kerala State and Subordinate Service rules,1958. They are further informed that their appointment is purely temporary and they will be terminated without notice, if the requirements of the rules are not satisfied. They should join duty within **15 days** on receipt of this order before the Court, **in which they are posted on production of the following documents.**

1. Certificate in original showing the date of birth, qualification etc.
2. Non Creamy - layer Certificate.
3. Medical certificate of physical fitness in the prescribed form obtained from a Medical Officer not below the rank of a Civil Surgeon with photo and Left Thumb impression of the candidate. The photo and Left Thumb impression should be attested by the Medical Officer who issued the certificate.
4. Certificate (in two numbers) showing the conduct and character in Form No. 2 (enlclosed herewith) issued by competent officers.
5. Application for allotment for Permanent Retirement Account Number (PRAN)
6. Aadhar card (UID Card) with copy of the same. In case she has not be issued the Aadhar so far, production of Voters ID card/PAN Card is compulsory.

7. One time verification / identification certificate (original/online copy)
8. Community Certificate.

The presiding officers concerned are directed that, if the candidates fails to produce original / Online Copy of One Time Verification / Identification Certificates they shall not be admitted to duty under any circumstances.

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The presiding Officers concerned are authorised to verify the photograph and signature of appointees with the original/copy of verification/identification certificates produced by them and record the fact in the verification/identification certificates enclosed herewith. Further requested to verify the bio-data of the candidates and furnish the following reports to this office.

i. Report regarding the verification of photograph and signature of the appointees with that in the Original/Copy of verification/identification certificates and

ii. Report regarding the verification of photograph and signature of the appointees with that in the Original/Copy of verification/identification certificates and record of fact in the certificate. If there is any discrepancies, the candidates should not be allowed to join duty and the fact should be reported to this office forthwith.
iii. Report regarding the date of birth, qualification and community of the candidates after satisfying themselves of correctness of the particulars with the originals.
iv. Report regarding the Medical Certificate of physical fitness and conduct in the prescribed form and whether it should satisfy the conditions mentioned above.
v. Report regarding the administration of Oath of Allegiance to the Indian Union and Constitution of India to the appointees.

The presiding officers concerned are requested to return the original verification / identification certificates (enlclosed herewith) to this office after verification with the candidate's copy.

The presiding officers concerned are shall forward personnel Memorandum and Statements with attested copy of Aadhar card/ID card/PAN Card of the incumbents to this court within 15 days on joining of the incumbents for obtaining verification certificate from the Kerala Public Service Commission.

The appointees are informed that the corrections of their date of birth, if any needed shall be made within 5 years of their entry in service as provided in G.O.(P) No 45/91/P & ARD dated 30-12-1991.

The presiding officers concerned are directed to take steps to entroll them to the National Pension Scheme.

The presiding officers concerned are directed to take steps for entering the details of movable and immovable property owned by the appointees in the service book as per the directions in the Government Order (P). No 171/2016/Fin dated 15-11-2016.

sd/-
DISTRICT JUDGE

To,

1. The Additional District & Sessions Judge (for the trial of cases relating to atrocities and sexual violence towards Women and Children) Kozhikode.
2. The Judge, Family Court, Kozhikode (With One TimeVerification Certificate)
3. The Motor Accidents Claims Tribunal, Vatakara.
4. The Chairman , Waqf Tribunal, Kozhikode.
5. The Principal Munsiff-I, Kozhikode.
6. The Candidates Concerned (by registered post with A/D).

Copy to:

1. The Senior Superintendent, District Court, Kozhikode.
2. The Junior Superintendent– II / III, Section B1,District Court, Kozhikode.
3. The Secretary, KCJSO, District Committee, Kozhikode.
4. The File.
5. The Proceedings File.

// True Copy/ Forwarded/By Order//

Sheristadar