

**DISTRICT COURT , KASARAGOD**

**PROCEEDINGS**

Judicial Department – District Judiciary -Civil Judicial Wing of Kasaragod District – Establishment – Filling up the vacancy of **CLERK** on ₹ 26,500 – 60,700/- by direct recruitment- Posting of Clerk - Appointment orders issued.

Read : 1. Letter No. KGD I-3/3/2021-KPSC-DOKGD(5) dated 27.03.2025 of the District Officer, Kerala Public Service Commission, Kasaragod.

2. GO(P).No.27/2021/Fin dated 10.02.2021.

3. Application for transfer dated 17.03.2025 submitted by Smt. Shahida. M, Senior Clerk, Family Court, Kasaragod

**ORDER No. A1 - 6543/2025 Dated 03.05.2025**

**Part I**

Smt. Shahida N (PEN:586183), Senior Clerk, Family Court, Kasaragod is transferred and posted as such in the Sub Court, Hosdurg in the existing vacancy.

**Part II**

The undermentioned candidate advised by the District Officer, Kerala Public Service Commission, Kasaragod as per the letter read 1<sup>st</sup> above is appointed temporarily as **CLERK** on ₹ 26,500 – 60,700 (PR) in this department and posted in the Court shown against their name in column No.6 of the table below under clause (1) of sub rule (a) of Rule 9 of the General Rules.

Sl. No	Name and address of the candidate	Name of Father/ Guardian	Date of Birth & PCN No.	Qualification and experience	Court in which posted
1	2	3	4	5	6
1	<b>SHYNI T C MAANAVAM PEKKADAM KASARAGOD TRIKARIPUR-671310 LPE Turn</b>	NANU T C	09.03.1979 140078179	SSLC General Working As Office Attendant in Public Works Department From 05.04.2010 till Now	Family Court, Kasaragod, vice, Smt. Shahida. N, transferred.

1. The advice of the candidate is subject to rule 3(c) of the General Rules of the Kerala State and Subordinate Service Rules 1958.
- 2) The candidate is informed that her appointment is terminable within one month notice on either side. Her present appointment is temporary for the time being as laid down in G.O(P) No. 49/74/PD dated 05.03.1974.
- 3) The Photograph and the Signature of the candidate shall be verified and the fact be recorded by the Head of the Office on the Original One Time Verification Certificate itself. If there is any discrepancy, the candidate should not be allowed to join duty and the fact should be reported to the District Court forthwith.

- 4) The candidate is directed to produce Medical Fitness Certificate which contains the thumb impression and photograph, attested and identified by a Medical Officer not below the rank of an Assistant Surgeon (Vide G.O(P)No.20/2011/ P&ARD dtd. 30.06.2011).
- 5) The candidate is directed to produce Medical Fitness Certificate which contains the thumb impression and photograph, attested and identified by a Medical Officer not below the rank of a Civil Surgeon.
- 6) The candidate shall report for duty before the Presiding Officer of the Court concerned within 15 days on receipt of this order with the following documents, failing which her appointment will stand cancelled.
  - a) Certificate to prove educational qualifications and date of birth.
  - b) Certificate of physical fitness in the prescribed form issued by a Medical Officer not below the rank of a Civil Surgeon.
  - c) Two Conduct Certificates issued by different competent Authorities (Minimum 5 Years )
  - d) Election Identity Card/ Aadhaar
  - e) The enclosed Annexure and Property Statement duly filled up .
  - f) Relieving Order if already employed.
  - g) Original Advice Memo issued to the candidate by PSC.
  - h) Appointment for the post will be subject to further orders in OA (EKM) No.1598/2022, of the Administrative Tribunal.
- 7) The oath of allegiance shall be administered before admitting them to duty (Vide High Court OM. No. 18/64 dt. 9.12.1964).
- 8) The candidate is informed that in the event of discharge from service for want of vacancy, they may either re-register his name in the office of Kerala Public Service Commission, District Office, from where they are advised or they will wait for her turn for re-appointment in the post in this department in case she desire to continue as probationers in the post from which she was discharged (Vide Government Circular No. 3737/rules-1/90/P&ARD dt. 29.3.90 and G.O.(P) No. 7/91/P& ARD dt. 15.2.91).
- 9) The candidate is also informed that as per G.O(P) No. 45/91/P & ARD dt. 30.12.1991, she should apply for correction of date of birth, if any, within 5 years from date of entry in service. The applications in this regard received after the specified time will not be entertained.

- 10) The appointments of the candidate will be regularised only after the receipt of Verification Certificate from the Kerala Public Service Commission. (Vide G.O (P) No. 20/2011/P&ARD dated 30.6.2011) and Police Verification Report regarding the character and antecedents of the candidate.
- 11) The individual will be on probation for a period of two years on duty within a continuous period of three years from the date of joining duty.
- 12) The candidate should be identified according to the identification certificate/ One Time Verification Certificate issued by the Kerala Public Service Commission which shall be affixed in the Service Book of the candidates. The attested copies of the proforma shall be taken for verification of the Kerala Public Service Commission.

The Presiding Officers concerned shall report relieving/ joining duty of the employees without delay.

The The joining time of the employee in Part I is to be regulated under note below Rule 136 of Part I KSR.

The Judge, Family Court, Kasaragod shall relieve the employee in Part I on joining duty of the candidate appointed by PSC or on 17.05.2025 A.N, whichever is earlier.

Sd/-

SANU . S. PANICKER

(PEN : 753785)

DISTRICT JUDGE

// True Copy/ forwarded/ By Order//

SHERISTADAR

To,

1. The Judge, Family Court, Kasaragod.
2. The Civil Judge (Junior Division), Hosdurg
3. Smt. Shyni T C, Maanavam, Pekkadam, Kasaragod, Trikaripur-671310  
[By Regd. Post with A/D].
4. The Individual.
5. The District Officer, Kerala Public Service Commission, Kasaragod.
6. The Secretary, KCJSO, District Committee, Kasaragod.
7. The B1 & B4 sections of this Court.
8. The File/Stock file/Website.

Copy Submitted to:

The Registrar (District Judiciary)  
High Court of Kerala (with C/L)

