PROCEEDINGS OF THE CHIEF JUDICIAL MAGISTRATE, MANJERI.

Present: Smt. T. B. Fazeela,
Chief Judicial Magistrate.

Sub:-Establishment –Judicial Department (Criminal Wing), Manjeri Judicial District -Appointment of Clerk-Orders issued.

Read:- Letter No. MR I-1/1/2021-4 dated 07.05.2025 of the District Officer, Kerala Public Service Commission, Malappuram.

ORDER NO. A1-1074/2025 DATED 12-06-2025.

The candidate mentioned below, as advised by the District Officer, Kerala Public Service Commission, Malappuram, vide the letter referenced above, is appointed as a Clerk in the pay scale of ₹26,500–60,700/- in the Judicial Department (Criminal Wing) of the Manjeri Judicial District and is posted accordingly to the existing vacancy in the court specified against her name.

SL. No.	Name and address of the candidate	Station
1.	Jaisath A D/o Moideen Bavu Adiyattil, Adiyattil House, Ananthavoor Post, Malappuram 676301	Judicial First Class Magistrate's Court-1, Manjeri

The appointment of the above candidate is temporary under Clause (1) of Sub-rule (a) of Rule 9 of the General Rules of the Kerala State and Subordinate Services Rules, 1958 (KS&SSR), and is subject to Rules 10(b) and 3(c) of the said Rules.

The newly appointed candidate shall report for duty before the **Chief Judicial Magistrate, Manjeri**, with the following original documents within **15 days** from the date of receipt of this order, failing which the appointment is liable to be cancelled.

(1). Certificates to prove educational qualifications and date of birth.

(2) Two conduct certificates issued by officers of gazetted cadre

(3). Medical Certificate of fitness in the form prescribed as per G.O. (P) No. 20/2011/P&ARD dated. 30/6/2011, issued by a Medical Officer not below the rank of a **Civil Surgeon** (finger impression and attested photo of the individual should be affixed on the fitness certificate).

(4). Certificate to prove non-creamy layer certificate/Community Certificate/Disability certificate whichever is applicable.

(5). Advice Memo.

(6). Duly filled in attestation form in Annexure- I for police verification (proforma enclosed)

(7). 3 copies of passport size photograph.

The Magistrate concerned shall obtain a duly filled-in SPARK Form No.1 from the candidate immediately upon her joining duty and take steps to enroll her in SPARK, GPF (Kerala), the State Life Insurance Scheme (SLI), the Group Insurance Scheme (GIS), and the National Pension System (NPS) within the prescribed period, as per the rules.

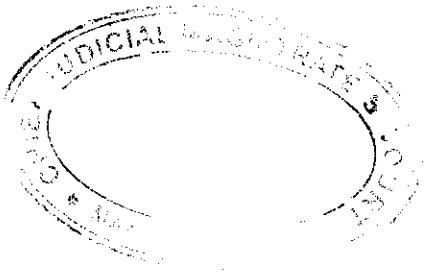
Candidates who were appointed on or before 31.03.2013 in Government Service, Autonomous Bodies, Aided Institutions, Boards, or Corporations, and to whom the KSR Part III pension scheme applies in their respective institutions, may exercise the option, in the prescribed proforma, to continue under the KSR Part III pension scheme, if they so desire. This option must be exercised within three months from the date of joining this department.

She will be on probation for a period of two years on duty within a continuous period of three years, during which she has to pass the Manual of office Procedure (MOP) Test.

The candidate is also informed that, in the event of discharge from service due to the non-availability of a vacancy, she may either re-register her name with

the District Office of the Kerala Public Service Commission and seek re-appointment on further advice by the Commission, or she may wait for her turn for re-appointment in this Department, in case she desires to continue as Probationer in the post from which she is discharged.

The candidate is further informed that any application for correction of date of birth, if required, shall be submitted within five years of entry into service.



Chief Judicial Magistrate,
Manjeri.

To

1. The Magistrate Concerned.
2. **The individual (By Registered Post with A/D).**
3. The File/Stock file.