PROCEEDINGS OF THE CHIEF JUDICIAL MAGISTRATE, MANJERI.

Present : Smt. Saritha Raveendran,
Chief Judicial Magistrate.

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

Read:- Letter No. MR2-1/1/2024-KPSC-DOMLPM(5) dated 12-03-2026 of the District Officer, Kerala Public Service Commission, Malappuram.

ORDER NO. A1-2311/2026 DATED 08-04-2026.

The undermentioned candidate advised by the District Officer, Kerala Public Service Commission, Malappuram vide letter read above is appointed as Office Attendant Gr.-II in the scale of pay of ₹ 23000-50200/- in the Judicial Department (Criminal Wing) of Manjeri District and posted as such in the court mentioned against her name.

Sl. No.	Name and address of the candidate	Station
1	**USNA. K., D/O KUNHU MUHAMMED, THEKKEKANDI HOUSE, KODIYAMMAL, AKODE, MALAPPURAM - 673640**	**Judicial First Class Magistrate's Court, Malappuram**

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

The newly appointed candidate shall report for joining duty before the Chief Judicial Magistrate, Manjeri at 10:00 a.m. with the following **documents in original with photocopy within 15 days** from the date of receipt of this order, failing which her appointment is liable to be cancelled.

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

(2). 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).

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

(4). *Advice Memo.*

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

(6). *Three copies of passport-size photographs.*

(7). *Two conduct certificates issued by officers of gazetted cadre*

The candidate will be on probation for a period of one year on duty within a continuous period of two years.

The candidate is also informed that in the event of her discharge from service for want of vacancy, she may either re-register her name with the District Office of Kerala Public Service Commission and get herself re-appointed on further advice by the Commission, or she may wait for her turn for re-appointment in this Department, in case they desire to continue as Probationer in the post from which she is discharged. The candidate is further informed that an application for correction of date of birth, if any, needed in her case, shall be made within five years of her entry in service.

CHIEF JUDICIAL MAGISTRATE'S COURT MANJERI

Sd/-
Chief Judicial Magistrate,
Manjeri.

// By Order //

Sheristadar

To

1. The Magistrates Concerned.
2. The individuals (By Registered Post with A/D).
3. The File/Stock file.