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Government of Kerala  
കേരള സർക്കാർ  
2006



Reg. No. രജി. നമ്പർ  
KL/TV(N)/12/2006-2008

# KERALA GAZETTE

കേരള ഗസറ്റ്

EXTRAORDINARY

അസാധാരണ

PUBLISHED BY AUTHORITY

ആധികാരികമായി പ്രസിദ്ധപ്പെടുത്തുന്നത്

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GOVERNMENT OF KERALA

## Abstract

HOUSING DEPARTMENT—KERALA STATE HOUSING BOARD—ESTABLISHMENT  
(QUALIFICATION AND METHOD OF APPOINTMENT) REGULATIONS—2006  
APPROVAL OF THE REGULATIONS—ORDERS ISSUED

## HOUSING (A) DEPARTMENT

G. O. (Ms.) No. 41/2006/Hsg. Dated, Thiruvananthapuram, 25th November, 2006.

- Read:—1. G. O. (Ms.) No. 66/95/Hsg. dated 6-10-1995.
- Judgment dated 11-1-2000 of the Hon'ble High Court in O. P. No. 27600 of 1999 I filed by Kerala State Housing Board Employees Federation.
  - Letter No. SECY/REGLN/2003 dated 30-10-2003 from Sri V. T. Sebastian, former Chairman, Kerala State Housing Board.
  - Letter No. A III (3) 7464/81/GW dated 11-10-2004 from the Secretary, Kerala Public Service Commission.

33/4067/2006/DTP.



## ORDER

The revised draft Establishment (Qualification and Method of Appointment) Regulations submitted by the Secretary, Kerala State Housing Board for approval of Government under section 162 of the Kerala State Housing Board Act, 1971 was examined in consultation with Kerala Public Service Commission, Law Department, Personal & Administrative Reforms Department and Finance Department in Government.

In supersession of the G.O. read as 1st paper above, accepting the advice of the Kerala Public Service Commission and Law Department, Government are pleased to approve the Kerala State Housing Board Establishment (Qualification and Method of Appointment) Regulations 2006. The enclosed copy of the Regulations will be notified in the Gazette Extraordinary.

By order of the Governor,

LIDA JACOB,  
Secretary to Government.

To

The Secretary, Kerala State Housing Board, Thiruvananthapuram.  
The Secretary, Kerala Public Service Commission, Thiruvananthapuram (with C. L.).  
The Principal Accountant General (Audit), Kerala, Thiruvananthapuram.  
The Accountant General (A&E), Kerala, Thiruvananthapuram.  
The Advocate General, Ernakulam (with C. L.).  
The General Administration (SC) Department—vide Item No. 452 dated 22-11-2006.  
The Law Department (Ref. No. 19468/Leg.C2/03/Law dated 20-3-2004.)  
The P&ARD (Ref. No. 19268/Adv.C1/05/P&ARD dated 11-2-2005.)  
The Finance Department (Ref. No. 98914/PUC3/06/Fin. dated 18-2-2006.)  
The Planning & Economic Affairs (BPE) Department.  
S. F/O. C.

} This issues with the  
concurrency of F. D.

## KERALA STATE HOUSING BOARD

## NOTIFICATION

No. SECY/REGLN/2003. Dated, Thiruvananthapuram, 25th November, 2006.

In exercise of the powers conferred by sub-section (1) of section 162 of the Kerala State Housing Board Act, 1971 (19 of 1971), and in supersession of the Kerala State Housing Board Establishment (Qualification and Method of Appointment) Regulations, 1995, published under Notification No. Ad3 (a) 10497/94/Vig. dated 6th October, 1995, the Kerala State Housing Board hereby makes the following Regulations, the same having been approved and confirmed by Government in G. O. (Ms.) No. 41/2006/Hsg. dated 25-11-2006 as required by sub-section (3) of the said section, namely:—

## REGULATIONS

1. *Short Title and Commencement.*—(1) These Regulations may be called the Kerala State Housing Board Establishment (Qualification and Method of Appointment) Regulations, 2006.

(2) They shall come into force at once.

2. *Definitions.*—In these Regulations unless the context otherwise requires,—

- (a) 'Act' means the Kerala State Housing Board Act, 1971 (19 of 1971);
- (b) 'Board' means the Kerala State Housing Board constituted under section 4 of the Act;
- (c) 'Employee' means an Officer or Servant in the service of the Board;
- (d) 'General Rules' means the Kerala State and Subordinate Services Rules, 1958, as amended from time to time;
- (e) 'Government Service' means the service rendered under the State Government or Central Government;
- (f) 'Public Service Commission' means the Kerala Public Service Commission;
- (g) 'Secretary' means the Secretary of the Board;
- (h) 'Service' means the length of service in the Board.

3. *Constitution.*—The Board's service shall consist of the following Branches, Sub-branches, Wings and Categories of Officers, namely:—



## BRANCH I GENERAL BRANCH

## Sub-Branch (a) Kerala State Housing Board General Service

*Wing A—Administrative Wing*

Category	(i)	Additional Secretary
"	(ii)	Joint Secretary
"	(iii)	Deputy Secretary
"	(iv)	Assistant Secretary/Administrative Officer
"	(v)	P. A. to Chairman
"	(vi)	P. A. to Secretary
"	(vii)	Section Officer/Accounts Officer
"	(viii)	Fair Copy Superintendent
"	(ix)	Confidential Assistant (Selection Grade)

*Wing B—Finance and Accounts Wing*

Category	(i)	Finance Manager
"	(ii)	Chief Accounts Officer
"	(iii)	Audit Officer
"	(iv)	Assistant Audit Officer

*Wing C—Vigilance Wing*

Category	(i)	Vigilance Officer
"	(ii)	Assistant Vigilance Officer

*Wing D—Law Wing*

Category	(i)	Law Officer
"	(ii)	Section Officer (Law)

*Wing E—Revenue Wing*

Category	(i)	Chief Revenue Officer
"	(ii)	Special Assistant/Revenue Officer

*Wing F—Public Relations Wing*

Category	(i)	Public Relations Officer
"	(ii)	Assistant Public Relations Officer

## Sub-Branch (b) Kerala State Housing Board General Subordinate Service

*Wing A—Administrative Wing*

Category	(i)	Junior Superintendent
"	(ii)	Assistant Grade I
"	(iii)	Assistant Grade II
"	(iv)	Selection Grade Typist
"	(v)	Senior Grade Typist
"	(vi)	Typist Grade I
"	(vii)	Typist Grade II
"	(viii)	Confidential Assistant (Senior Grade)
"	(ix)	Confidential Assistant (Grade I)
"	(x)	Confidential Assistant (Grade II)
"	(xi)	Telephone Operator
"	(xii)	Clerical Assistant/Store Assistant
"	(xiii)	Vehicle Supervisor/Driver Grade I
"	(xiv)	Driver Grade II
"	(xv)	Sergeant
"	(xvi)	Assistant Sergeant
"	(xvii)	Duffadar

*Wing B—Law Wing*

Category	(i)	Legal Assistant Grade I
"	(ii)	Legal Assistant Grade II

*Wing C—Revenue Wing*

Category	(i)	Revenue Supervisor
"	(ii)	Revenue Surveyor Grade I
"	(iii)	Revenue Surveyor Grade II
"	(iv)	Revenue Accountant/Revenue Assistant

*Wing D—Vigilance Wing*

Category	(i)	Vigilance Assistant
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*Wing E—Last Grade Service*

Category	(i)	Mochee
"	(ii)	Lift Operator
"	(iii)	Last Grade Employee
"	(iv)	Gardener
"	(v)	Security Guard/Watcher

*Wing F—Contingent Employees*

Category	(i)	Full Time Sweeper
"	(ii)	Part Time Sweeper

## BRANCH II ENGINEERING BRANCH

**Sub-Branch (a) Kerala State Housing Board Engineering Service***Wing A—Civil Wing*

Category	(i)	Housing Board Engineer/Chief Engineer
"	(ii)	Chief Project Engineer
"	(iii)	Deputy Chief Engineer (Civil)/Regional Engineer in the grade of Superintending Engineer
"	(iv)	Executive Engineer (Civil)
"	(v)	Assistant Executive Engineer (Civil)
"	(vi)	Assistant Engineer (Civil)

*Wing B—Architectural Wing*

Category	(i)	Chief Architect
"	(ii)	Architect
"	(iii)	Assistant Architect
"	(iv)	Architectural Head Draftsman

*Wing C—Electrical Wing*

Category	(i)	Executive Engineer (Electrical)
"	(ii)	Assistant Executive Engineer (Electrical)/Energy Auditor
"	(iii)	Assistant Engineer (Electrical)/Head Draftsman (Electrical)

*Wing D—Computer Systems Wing*

Category	(i)	Systems Manager
"	(ii)	Senior Programmer

**Sub-Branch (b) Kerala State Housing Board Engineering Subordinate Service***Wing A—Engineering Wing*

Category	(i)	First Grade Draftsman/Overseer (Civil)
"	(ii)	First Grade Draftsman/Overseer (Electrical)
"	(iii)	Second Grade Draftsman/Overseer (Civil)
"	(iv)	Second Grade Draftsman (Electrical)
"	(v)	Architectural Draftsman Grade I
"	(vi)	Architectural Draftsman Grade II
"	(vii)	Tracer
"	(viii)	Blue Printer/Ammonia Printer
"	(ix)	Mixer Operator-cum-Cleaner
"	(x)	Cleaner
"	(xi)	Electrician/Wireman
"	(xii)	Plumber
"	(xiii)	Pump Operator

*Wing B—Computer System Wing*

Category	(i)	E. D. P. Assistant Grade I
"	(ii)	E. D. P. Assistant Grade II

4. *Qualification and Method of appointment.*—(1) No person shall be eligible for appointment to any of the categories mentioned in column (1) of the Table annexed herewith and by the method specified in column (2), unless he possesses the qualifications specified in the corresponding entry in column (3) thereof:

Provided that the concessions granted by the Government from time to time to meritorious sportsmen and others in the matter of recruitment shall be applicable to the Board.

(2) Notwithstanding anything contained in sub-regulation (1), employees in the Board's Service who attained the age of 50 years shall be eligible for permanent exemption from passing the obligatory Departmental Tests for all purposes of promotion and appointment to higher posts in the Board's Service.

(3) The period of service rendered under the Government by those who were appointed or absorbed in the service of the erstwhile Trivandrum City Improvement Trust or in the Service of the Board, shall be reckoned for the purpose of leave, pension, gratuity and such other superannuation benefits, provided that there was no break of service before their absorption into the



service of the City Improvement Trust or the Boards's Service and also subject to the conditions governing such absorption.

(4) In these Regulations wherever the possession of 'experience' is prescribed as a qualification for appointment or promotion to any category in addition to General or Technical or Academic qualification, the experience or service secured after acquiring the said General, Technical or Academic qualification shall only be reckoned. In the case of promotions, the experience secured after acquiring the prescribed qualification in the particular sub-branch classified under regulation 3 to which the feeder category belongs, shall only be reckoned, unless otherwise specifically provided.

5. *Qualifications relating to Age.*—No person shall be eligible for appointment by Direct Recruitment to any of the categories under the Board's Service, if he has not completed or will not complete 18 years of age or has completed or will complete 35 years of age on the 1st day of January of the year in which applications for appointment are invited, with the usual relaxations in the case of Scheduled Castes/Scheduled Tribes, Backward Classes and Ex-servicemen as is allowable for direct recruitment to Government Service from time to time:

Provided that relaxation of age to the extent of their service in the Board shall be allowed for the regular employees of the Board who apply to the Public Service Commission for Direct Recruitment to any category of the post in the Board's Service, if they possess the other qualifications prescribed under these Regulations for that category.

6. *Probation.*—Every person appointed in any of the categories shall from the date on which he joins duty be on probation,—

(a) if recruited direct or appointed from any other category, for a total period of two years on duty within a continuous period of 3 years; and

(b) if appointed by promotion, for a total period of one year on duty, within a continuous period of two years.

7. *Declaration of Selection Posts.*—Save as otherwise expressly provided in the Table, promotion to the following posts in the General Service and in the Engineering Service, except in the case of Housing Board Engineer/Chief Engineer, and subject to the method of appointment as provided in the Table, shall be made from the Select List prepared from among the members eligible for appointment to such category or grade in accordance with the General Rules and in these Regulations on the basis of merit and ability, seniority being considered only when merit and ability are approximately equal, namely:—

## SELECTION POSTS

### BRANCH I GENERAL BRANCH

#### Sub-Branch (a)

##### *Wing A—Administrative Wing*

- (i) Additional Secretary
- (ii) Joint Secretary
- (iii) Deputy Secretary
- (iv) Assistant Secretary/Administrative Officer
- (v) Section Officer/Accounts Officer

##### *Wing B—Finance and Accounts Wing*

- (i) Finance Manager
- (ii) Chief Accounts Officer
- (iii) Audit Officer
- (iv) Assistant Audit Officer

##### *Wing C—Law Wing*

- (i) Section Officer (Law)

##### *Wing D—Revenue Wing*

- (i) Senior Revenue Officer
- (ii) Revenue Officer

##### *Wing E—Public Relations Wing*

- (i) Public Relations Officer

### BRANCH II ENGINEERING BRANCH

#### Sub-Branch (a)

##### *Wing A—Civil Wing*

- (i) Chief Project Engineer
- (ii) Deputy Chief Engineer/Regional Engineer in the grade of Superintending Engineer
- (iii) Executive Engineer (Civil)
- (iv) Assistant Executive Engineer (Civil)
- (v) Assistant Engineer (Civil)



*Wing B—Architectural Wing.*

- (i) Chief Architect
- (ii) Architect
- (iii) Assistant Architect
- (iv) Architectural Head Draftsman

*Wing C—Electrical Wing*

- (i) Executive Engineer (Electrical)
- (ii) Assistant Executive Engineer (Electrical)/Energy Auditor
- (iii) Assistant Engineer/Head Draftsman (Electrical)

*Wing D—Computer Systems Wing*

- (i) System Manager.

*8. Preparations of Select List by Departmental Promotion Committee.—*

(1) The select list of persons eligible for appointment to the promotion posts as per regulation 7 read with the Table, shall be prepared separately for each Branch under respective wing, in accordance with the procedure laid down in Clause (b) of Rule 28 of the General Rules by a Promotion Committee constituted for the purpose.

(2) The Promotion Committee for the purpose of sub-regulation (1) shall consist of :—

- (a) a Member of the Public Service Commission who shall be the Chairman of the Committee;
- (b) a Nominee of Government not below the rank of Additional Secretary to Government from the Department-in-charge of Housing; and
- (c) The Secretary of the Housing Board, who shall be the Convener of the Committee.

9. *Filling up of temporary posts.*—Notwithstanding anything contained in these regulations when necessity arises to create and fill up any post temporarily on account of temporary nature of any project/scheme undertaken by the Board and the urgency, so demands, the Board may create posts, prescribe qualifications and method of appointment, and fill up such posts for the required duration of the project/scheme. If these temporary post are declared permanent the first method of appointment shall be by transfer/by promotion from the services of the Board, provided that the incumbent so appointed shall have the prescribed qualification and experience.

10. *Regularisation of appointments.*—(1) The appointment to the posts not covered by the Kerala State Housing Board Establishment Regulations, 1977, but created as per Board decisions and Government Orders before coming into force of these Regulations and the incumbents continuing in such posts at the commencement of these regulations shall be deemed to have been appointed with effect from the date of such appointment, if they were qualified for such appointment as per the conditions prescribed at the time of appointment to such posts.

(2) The appointment of persons by transfer to the posts covered by the Kerala State Housing Board Establishment Regulations, 1977, or the posts created as per Board decisions and Government Orders which are not regularised before coming into force of these Regulations shall be regularised with effect from the respective dates of such appointments or as the case may be on the date of their turn due for such appointment as per these Regulations, provided they have the prescribed qualifications and experience at the time of their appointment as laid down in these Regulations.

Provided that persons who are admittedly senior to the persons who shall be regularised as above shall also be deemed to have been regularised with effect from the date of regularisation of the junior, if they opt so, subject to the condition that the senior shall have the prescribed qualifications at that date.

11. *Other Methods of Appointment.*—In the absence of qualified hands for promotion and in the absence of select list for appointment by direct recruitment, the posts can be filled up in the exigencies of service, on deputation/contract basis provided that such persons appointed on deputation/contract, possess the educational qualification prescribed for promotion/direct recruitment.

12. *Special Recruitment.*—Appointment can be made from Scheduled Caste/Scheduled Tribe candidates by direct recruitment, as per Government directions to any of the categories.

13. *Postings and Transfers.*—Postings and transfers of all members of the Board Service shall be made by the Secretary.

(Sd.)

NOYAL THOMAS, IAS,

Secretary,  
Kerala State Housing Board.



## TABLE

(See Regulation 4)

## BRANCH I GENERAL BRANCH

## Sub-Branch (a) Kerala State Housing Board General Service

## Wing (A)—Administrative Wing

Category	Method of Appointment	Qualification
(1)	(2)	(3)
(i) Additional Secretary	By Promotion from the category of Joint Secretary	Must be an approved probationer in the category of Joint Secretary.
(ii) Joint Secretary	By promotion from the category of Deputy Secretary/Chief Accounts Officer	Must be an approved probationer in the category of Deputy Secretary/Chief Accounts Officer.
<i>Note:</i> —The Chief Accounts Officer shall not be eligible for promotion over a Deputy Secretary, who has a total length of service greater than that of the Chief Accounts Officer, unless the latter otherwise rendered ineligible for promotion to the post of Joint Secretary.		
(iii) Deputy Secretary	By promotion from the category of Assistant Secretary/Administrative Officer/Audit Officer	Must be an approved probationer in the category of Assistant Secretary/Administrative Officer/Audit Officer
<i>Note:</i> —The Audit Officer shall not be eligible for promotion over an Assistant Secretary/Administrative Officer who has a total length of service greater than that of the Audit Officer, unless the latter otherwise rendered ineligible for promotion to the post of Deputy Secretary.		
(iv) Assistant Secretary/Administrative Officer	By promotion from the category of Section Officer/Accounts Officer/Assistant Audit Officer/Section Officer (Law)	Must be an approved probationer in the category of Section Officer/Accounts Officer/Assistant Audit Officer/Section Officer (Law)

(1)

(2)

(3)

*Note:*—

1. The Assistant Audit Officer and Section Officer (Law) should have the qualifications prescribed for promotion to the post of Section Officer/Accounts Officer.
2. The Section Officer (Law) shall not be eligible for promotion over a Section Officer/Accounts Officer who has a total length of service greater than that of the Section Officer (Law), unless the latter otherwise rendered ineligible for promotion.
3. The Assistant Audit Officer shall not be eligible for promotion over a Section Officer/Accounts Officer who has a total length of service greater than that of the Assistant Audit Officer, unless the latter otherwise rendered ineligible for promotion.

(v) P. A. to Chairman By appointment by transfer of an officer in the rank of Assistant Secretary/Assistant Executive Engineer from the establishment of the Board.

OR

On deputation

From Government, Government Departments/Public Sector Undertakings/Universities etc. who are holding the posts not above the grade of Assistant Secretary/Assistant Executive Engineer.

(vi) P. A. to Secretary By appointment by transfer of an officer in the rank of Assistant Secretary/Assistant Executive Engineer from the establishment of the Board.

OR

On deputation

As in the case of P. A. to Chairman



(1)	(2)	(3)
(vii) Section Officer/ Accounts Officer	1. By appointment by promotion from the category of junior Superintendent  AND 2. By appointment by transfer from qualified hands from among the categories of (a) Selection Grade/ Senior Grade/ Grade I Confidential Assistant and EDP Assistant Grade I (b) Selection Grade Typist/Senior Grade Typist	1. Must possess Degree of any recognized University or its equivalent qualification. 2. Must have passed Account Test (Higher) conducted by PSC [Part I Paper I not compulsory]. 3. Must have passed the PWD Test conducted by PSC. 4. Must have passed the Test on KSHB Act & Rules conducted by PSC. 5. Must have passed MOP conducted by PSC. 6. Must have undergone the prescribed training on Accountancy conducted by IMG or any other similar Institution recognized by Government as decided by the Board and passed the test thereon.

Note:—

1. Appointment from Junior Superintendent AND appointment from among  
(a) Selection Grade/Senior Grade/Grade I Confidential Assistant/EDP Assistant Grade I.  
  
AND  
(b) Selection Grade Typist/Senior Grade Typist to the post of Section Officer/Accounts Officer shall be made in the ratio 15 : 1 : 1. A Confidential Assistant/Senior Grade Typist/EDP Assistant Grade I shall not however be appointed as Section Officer/Accounts Officer in preference to a Junior Superintendent who has the next chance of promotion as Section Officer and whose total length of service is equal to or greater than that of Confidential Assistant/Senior Grade Typist/EDP Assistant Grade I. If no eligible person from the categories of Typist or Confidential Assistant/EDP Assistant Grade-I is available in his turn for appointment as Section Officer/Accounts Officer, such vacancy shall be lost to that category and the same shall be given to the Junior Superintendent.

(1)	(2)	(3)
	2. The Confidential Assistant/Selection Grade Typist/Senior Grade Typist/EDP Assistant having the above qualification and who is likely to be appointed as Section Officer/Accounts Officer within a period of three years may be posted for training as Assistant Grade I and Junior Superintendent for a minimum period of one year. After satisfactory completion of training, they may be allowed to work as Assistant Grade I/Junior Superintendent till they are appointed as Section Officer.	
(viii) Fair Copy Superintendent	By promotion from the category of Selection Grade Typist	Must be an approved probationer in the category of Selection Grade Typist.
(ix) Confidential Assistant (Selection Grade)	By promotion from the category of Confidential Assistant (Senior Grade).	
<i>Wing (B)—Finance and Accounts Wing</i>		
(i) Finance Manager (in the rank of Joint Secretary)	1. By promotion from the category of Chief Accounts Officer  2. In the absence of suitable candidate under items (1) above, on deputation.  3. In the absence of suitable candidate under items (1) and (2) above, by appointment by Contract basis	Chartered Accountant/Cost Accountant with seven years of experience of which two years shall be in the grade of Chief Accounts Officer.  Chartered Accountant/Cost Accountant with at least seven years of experience in Finance/Accounts/Auditing.  Chartered Accountant/Cost Accountant with at least seven years of experience in Finance/Accounts/Auditing.
(ii) Chief Accounts Officer (in the rank of Deputy Secretary)	By promotion from the category of Audit Officer/Assistant Secretary	Chartered Accountant/Cost Accountant with five years of experience in Finance/Accounts/Auditing of which two years shall be in the grade of Audit Officer/Assistant Secretary.



(1)	(2)	(3)
(iii) Audit Officer (in the rank of Assistant Secretary)	By promotion from category of Assistant Audit Officer/Section Officer/Accounts Officer	Chartered Accountant or Cost Accountant with two years experience in Finance/Accounts/ Auditing.  OR M. Com with five years or B.Com with seven years experience in Finance/Accounts/Auditing out of which two years shall be in the grade of Assistant Audit Officer/ Section Officer/Accounts Officer.
(iv) Asst. Audit Officer (in the rank of Section Officer/Accounts Officer)	By promotion from category of Junior Superintendent	M.Com with three years or B.Com with five years experience in Finance/Accounts/Auditing out of which two years shall be in the grade of Junior Superintendent.
<i>Wing (C)—Vigilance Wing</i>		
(i) Vigilance Officer	On deputation	From the post of Joint Secretary in Law Department of Government.
(ii) Assistant Vigilance Officer	On deputation	From the post of Under Secretary in Finance Department of Government.
<i>Wing (D)—Law Wing</i>		
(i) Law Officer	1. By Deputation	From among Deputy Secretaries of Law Department.
(ii) Section Officer (Law)	1. By promotion from the category of Legal Assistant Grade I.  2. In the absence of suitable candidates under item (1) above by Deputation	Must have 5 years experience as Legal Assistant Grade I  From the post of Section Officer in Law Department of Government.

(1)	(2)	(3)
<i>Wing (E)—Revenue Wing</i>		
(i) Chief Revenue Officer	1. By promotion from the category of Senior Revenue Officer.  2. In the absence of suitable candidate under item (1) above, on deputation.	1. Must be a graduate (B.A., B.Sc., B. Com. or equivalent). 2. Must have 7 years experience as Senior Revenue Officer.  From the post of Deputy Collector, Revenue Department of Government.
(ii) Senior Revenue Officer	By promotion from the category of Revenue Officer.	Must be an approved probationer in the category of Revenue Officer.
(iii) Revenue Officer	By promotion from the category of Revenue Supervisor	1. Must have served as Revenue Supervisor for not less than 3 years. 2. Must have passed DOM/MOP Test, Revenue Test Travancore or Cochin.
<i>Wing (F)—Public Relations Wing</i>		
(i) Public Relations Officer	1. By promotion from the category of Asst. Public Relations Officer.  2. In the absence of qualified hands for promotion, by Direct Recruitment.	Must have MCJ (Masters Degree in Communication and Journalism). Must be an approved probationer in the category of Assistant Public Relations Officer.  Must have MCJ (Masters Degree in Communication and Journalism).
(ii) Assistant Public Relations Officer	By Direct Recruitment	Degree in Communication and Journalism; OR B.A./B.Sc./B.Com. or its equivalent degree from a recognised University with Post Graduate Diploma in Journalism recognised by Government of Kerala or its equivalent.



(1)	(2)	(3)
<b>Sub-Branch (b) Kerala State Housing Board General Subordinate Service</b>		
<i>(A) Administrative Wing</i>		
(i) Junior Superintendent	By promotion from the category of Assistant Grade I.	Must be an approved probationer in the category of Asst. Grade I.
(ii) Assistant Grade I	By promotion from the category of Assistant Grade II. AND By transfer from Typist Grade I and Confidential Assistant Grade I or II/ Telephone Operator.	Must be an approved probationer in the feeder category. Must have passed the Account Test (Lower), Test on KSHB Act & Rules and MOP conducted by the Kerala Public Service Commission.
<i>Note:—</i> Typist Grade I and Confidential Assistant Grade I or II/Telephone Operator, who possesses the qualification prescribed for appointment by Direct Recruitment as Assistant Grade II and the test qualification prescribed for promotion as Assistant Grade I will be eligible for appointment in every sixth vacancy. If eligible candidates are not available at the time of occurrence of the vacancy, it shall be filled up by promotion of Assistant Grade II. Seniority of Typist Grade I and Confidential Assistant Grade I or II, who get appointed as Assistant Grade I will be fixed with reference to the date of order of their appointment as Assistant Grade I, as laid down in Rule 27(a) of the General Rules. Typist Grade I and Confidential Assistant Grade I or II/Telephone Operator will not be eligible for appointment as Assistant Grade I unless he has put in as much service as the senior most Assistant Grade II awaiting promotion. The appointment of Typist Grade I and Confidential Assistant Grade I or II/Telephone Operator as Assistant Grade I will be on the basis of the total length of service as Typist/Confidential Assistant/Telephone Operator as the case may be in the ratio 1 : 1 between Typist and Confidential Assistant/Telephone Operator, subject to the condition that the Typist with longer service will not be superseded by a Confidential Assistant/Telephone Operator of lesser service.		

(1)	(2)	(3)
(iii) Assistant Grade II	1. By Direct recruitment  AND 2. By appointment by transfer from the categories of Typist Grade II/ Revenue Accountant/ Vehicle Supervisor/ Driver Grade I/ Sergeant/ Driver Grade II/ Clerical Assistant/ Store Assistant./ Assistant Sergeant/ Lift Operator/Duffadar/ Mochee/LGE/ Security Guard under KSHB General Subordinate Service or KSHB Last Grade Service.	Must possess B.A./B.Sc./B.Com. or its equivalent degree from a recognized University after a regular course of study and certificate in Computer (3 months course) from an Institution recognized by Government.  1. Must have passed SSLC or its equivalent qualification and certificate in Computer (3 month's course) from a Government recognized Institution. 2. Must be an approved probationer in the post holding. 3. Shall be subjected to the same selection test for Direct Recruits and those who secure 40% marks in the written tests shall be included in a separate ranked list and advised for appointment against the quota prescribed on merit basis.
<i>Note:—</i>		
1. 85% of the vacancies will be filled up by Direct Recruitment.		
2. The appointment by transfer will be limited to 15% of the vacancies which will be filled up from a separate rank list prepared by PSC from the candidates who appear for the same selection test intended for the Direct Recruits and secure 40% marks. If no person is qualified for appointment by transfer at the time of occurrence of vacancy, the same shall be filled up by a Direct Recruit.		
3. A person appointed as Assistant Grade II shall pass the test on MOP during the period of probation, if not already passed.		
(iv) Selection Grade Typist	By promotion from the category of Senior Grade Typist	Must be an approved probationer in the category of Senior Grade Typist.



(1)	(2)	(3)
(v) Senior Grade Typist	By promotion from the category of Typist Grade I.	Must be an approved probationer in the category of Typist Grade I.
(vi) Typist Grade I	By promotion from the category of Typist Grade II.	Must be an approved probationer in the category of Typist Grade II.
(vii) Typist Grade II	1. By Direct recruitment 2. By appointment by transfer from the categories of Vehicle Supervisor / Driver Grade I / Sergeant / Driver Grade II / Clerical Assistant / Store Assistant / Assistant Sergeant / Lift Operator / Duffadar / Mochee / LGE / Security Guard under KSHB General Subordinate Service or KSHB Last Grade Service.	For item (1) and (2) 1. Must have passed SSLC or its equivalent qualification. 2. Must possess Typewriting English Higher (KGTE/MGTE) or its equivalent and Computer Word Processing or its equivalent. 3. Must possess Typewriting Malayalam Lower (KGTE) or its equivalent. Must be an approved probationer in the feeder category in the case of appointment under item (2). 4. Computer—Data Entry Course Certificate issued by a Government recognized Institution for appointment. 5. In the case of appointment under item (2) the candidate shall be subjected to the same selection test for direct recruits and those who secure 40% marks in the written tests shall be included in a separate rank list and advised for appointment against the quota prescribed on merit basis.

*Note:*—The ratio between direct recruitment and appointment by transfer shall be 17 : 3, taking into account the total cadre strength of Typist Grade II and not the vacancies as they arise from time to time.

(1)	(2)	(3)
(viii) Confidential Assistant (Senior Grade)	By promotion from the category of Confidential Assistant Grade I.	
(ix) Confidential Assistant (Grade I)	By promotion from the category of Confidential Assistant Grade II.	
(x) Confidential Assistant (Grade II)	1. By Direct recruitment through Public Service Commission. 2. By appointment by transfer from Typists. 3. 2% of the vacancies of direct recruitment shall be filled up by appointment from other categories in the KSHB General Subordinate Service and KSHB Last Grade Service.	1. Must have passed SSLC or its equivalent qualification. 2. Typewriting (English) Higher KGTE/MGTE or equivalent and Computer Word Processing or its equivalent. 3. Typewriting (Malayalam) Lower KGTE or equivalent. 4. Must possess Shorthand English Higher (KGTE/MGTE) or its equivalent. 5. Must possess Shorthand Malayalam Lower (KGTE) or its equivalent. 6. Typists shall be subjected to the same selection test for Direct Recruit and those who secure 40% marks in the written tests shall be included in a separate rank list and advised for appointment against the quota prescribed on merit basis. 7. Employees from other categories in the KSHB General Subordinate Service and KSHB Last Grade service to be appointed as per the 3rd



(1)	(2)	(3)
		method shall also be subjected to the same selection test for Direct Recruits and those who secure 40% marks in the written tests shall be included in a separate rank list and advised for appointment against the quota prescribed on merit basis.
<i>Note:—</i>		
1.	50% of the vacancies of Confidential Assistant Grade II shall be filled up by Direct Recruitment. Two per cent of the vacancies of direct recruitment shall be reserved for appointment from other categories in the KSHB General Subordinate Service and KSHB Last Grade Service, viz., Vehicle Supervisor, Driver Grade I, Sergeant, Driver Grade II, Clerical Assistant, Store Assistant, Assistant Sergeant, Lift Operator, Duffadar, Mochee, LGE and Security Guard. Kerala State Housing Board be entrusted to prepare a rank list for the transfer appointment of these categories based on the qualification prescribed by PSC and the seniority of them. A Separate oral test/interview also be conducted for their selection supervised by an official and two non-official members.	
2.	The remaining 50% shall be filled up from among Typists having the qualifications prescribed for direct recruitment, who shall also be subjected to the same selection test for Direct Recruits and those who secure 40% marks in the written tests shall be included in a separate rank list and advised for appointment against the quota prescribed on merit basis.	
3.	Appointment to this category under direct recruitment and by appointment under items (2) and (3) in the table shall be made taking into account the total cadre strength of Confidential Assistant Grade II and not vacancies that arise from time to time.	
4.	If no qualified candidate is available for appointment under item (2) and (3) in the table at the time of occurrence of vacancy, the same will be filled up by direct recruitment.	
(xi) Telephone Operator	By Direct Recruitment	1. B. A./B.Sc./B. Com. or its equivalent degree of a recognised University.

(1)	(2)	(3)
		2. One year experience in the operation of TDBX under the Central Government/State Government or a Public Sector Undertaking or Company Registered under the Companies Act.
		3. Working knowledge in Malayalam, Hindi and English which will be tested by the PSC at the time of Selection.
(xii) Clerical Assistant/Store Assistant	By promotion from Last Grade Employees.	1. Must have passed SSLC or its equivalent. 2. Must have rendered service under the Board for not less than 3 years.
<i>Note:—</i> Promotion shall be made on the basis of total length of service. Persons holding higher scale of pay will be preferred to those holding lower scale. Educational qualification shall not be insisted in the case of those Last Grade Employees in the service of the Board as on the date of coming into force of these Regulations.		
(xiii) Vehicle Supervisor/Driver Grade I	By promotion from the Category of Driver Grade II.	Must be an approved probationer in the grade of Driver Grade II.
<i>Note:—</i> There will be only one Vehicle Supervisor in the Head Office who shall be the senior most Driver Grade I.		
(xiv) Driver Grade II	1. By direct recruitment. 2. By appointment by transfer from Lower Grade employees.	For item No. (1) & (2) 1. Pass in Std. VIII. 2. Must possess current Motor Driving License of at least 3 years standing with the endorsement to drive Light Motor Vehicles with Drivers Badge. Driving License should be valid at the time of submitting application.



(1)	(2)	(3)
		3. Proficiency in driving Light Motor Vehicles (to be proved at a practical test conducted by the PSC).
		PHYSICAL FITNESS
		Should be medically fit as per the standards specified below: (To be proved by a proper Medical Certificate from a Medical Officer, not below the rank of a Civil Surgeon Grade II).
		(a) Ears—Hearing should be perfect.
		(b) Eyes—Distant vision 6/6 Snellen Near vision 0.5 Snellen Colour vision—Normal Night Blindness—Nil
		(c) Muscles and joints—no paralysis and all joints with free movements.
		(d) Nervous system—perfectly normal, should be free from any infectious disease.
<i>Note:</i> —1. Physically Handicapped persons are not eligible for the post.		
2. Ratio between Direct Recruitment and appointment by transfer shall be 3 : 1.		
(xv) Sergeant	By promotion from the category of Assistant Sergeant.	Must be an approved probationer in the category of Assistant Sergeant.
(xvi) Assistant Sergeant	By Direct recruitment from Ex-servicemen.	1. Must be a pensioned Junior Commissioned Officer of the Army or equivalent in the Navy or Air Force.

(1)	(2)	(3)
		2. Candidates shall produce a Medical certificate from a Medical Officer not below the rank of a Civil Surgeon Grade II to prove the following physical qualifications:—
		(1) Height—167 cm.
		(2) Chest—81 cm with a minimum expansion of 5 cm.
		Minimum height and chest measurements shall be 160 cm. and 76 cm. respectively for SC/ST candidates. The minimum chest expansion of 5 cm. shall however be applicable for them also.
		Visual Standards with glasses.
		Right Eye      Left Eye
		Direct vision
		6/6 snellen    6/6 snellen
		Near vision
		0.5 snellen    0.5 snellen
		Each eye must have full field of vision. Colour Blindness, squint or any morbid condition of the eye or lids of either eye shall be a disqualification.
		Must be free from apparent physical defects like knock knee, flat feet, varicose veins, bowlegs deformed limbs, irregular and protruding teeth, defective speech and hearing.
<i>Note:</i> —Physically handicapped persons are not eligible for appointment to the post of Assistant Sergeant and Sergeant.		
(xvii) Duffadar	By promotion from the category of LGE	



(1)	(2)	(3)
<i>(B) Law Wing</i>		
(i) Legal Assistant Grade-I	By promotion from Legal Asst. Grade-II	Must be an approved probationer as Legal Assistant Grade II.
(ii) Legal Assistant Grade II	By direct recruitment	<ol style="list-style-type: none"> <li>1. Degree in Law of any recognized University.</li> <li>2. Enrolment as an advocate.</li> <li>3. Two year's standing in the Bar or two year experience in Legal scrutiny in Government/ Public Undertakings.</li> </ol>
<i>(C) Revenue Wing</i>		
(i) Revenue Supervisor	By promotion from the category of Revenue Surveyor Grade I	<ol style="list-style-type: none"> <li>1. Must have passed Account Test ( Lower ).</li> <li>2. Must be an approved probationer in the category of Revenue Surveyor Grade I.</li> </ol>
(ii) Revenue Surveyor Grade I	By promotion from the category of Revenue Surveyor Grade II	<ol style="list-style-type: none"> <li>1. Must have passed the test in KSHB Act &amp; Rules conducted by PSC.</li> <li>2. Must have put in not less than 3 years service in the category of Revenue Surveyor Grade II.</li> </ol> <p><i>Note:</i>—During the period of probation the candidate will have to pass the test for Grade I Surveyor or Revenue Test, Travancore/Cochin conducted by the PSC, if not passed already.</p>
(iii) Revenue Surveyor Grade II	(1) By promotion from the category of Revenue Accountant	<ol style="list-style-type: none"> <li>1. Must be an approved probationer in the post of Revenue Accountant.</li> </ol>

(1)	(2)	(3)
		<ol style="list-style-type: none"> <li>2. Must have passed an In-service Course conducted by the Board and passed the test thereon.</li> </ol>
	(2) By Direct recruitment	<ol style="list-style-type: none"> <li>1. Pass in SSLC or equivalent.</li> <li>2. NTC Surveyor or its equivalent qualification or VHSC Certificate in Survey or KGTE Survey.</li> </ol>
<i>Note:</i> —		
1.	The ratio between promotion and direct recruitment shall be 1:1.	
2.	National Trade Certificate in Surveyor Trade shall be deemed sufficient alternative technical qualification for the post if the certificate holders have satisfactorily completed a period of 6 months in Plan training according to the Rules approved by the Board of Revenue in this regard.	
3.	Experience for a period of six years in Surveyor Trade in the Army shall be deemed as sufficient technical qualification for the post.	
(iv) Revenue Accountant/ Revenue Assistant	<ol style="list-style-type: none"> <li>1. By Direct recruitment</li> <li>2. By appointment by transfer from the Clerical Asst., Driver Grade II, Duffadar, Mochee, Last Grade Employee categories in the Board.</li> </ol>	<ol style="list-style-type: none"> <li>1. Pass in SSLC.</li> <li>2. KGTE or VHSC certificate in Surveying.</li> <li>3. Must have passed the Chain Survey conducted by the Department of Survey and Land Records and Village Officer's Test (Cochin) conducted by the PSC, during the period of probation.</li> <li>1. As above.</li> <li>2. The candidate shall be subjected to the same selection test for direct recruits and those who secure 40% marks in the Test shall be included in separate 'Rank List' and advised for appointment against the quota prescribed on merit basis.</li> </ol>
<i>Note:</i> —The ratio of direct recruitment and transfer appointment shall be in the ratio 1:1.		



(1)	(2)	(3)
<i>Wing (D)—Vigilance Wing</i>		
(i) Vigilance Assistant	1. By appointment by transfer from Legal Assistant Grade I in the Law Wing. 2. In the absence of suitable hand under item (1) above by deputation.	From Legal Assistant Grade I from Law Department, Government Secretariat.

*Wing (E)—Last Grade Service Wing*

(i) Mochee	By promotion from the category of LGE.	<i>Note:</i> —Preference shall be given in the order of seniority among the candidate, opting to be promoted as mochee.
(ii) Lift Operator	By transfer from the category of LGE/Security Guard in the Service of KSHB.	1. Must have passed Std. VII or its equivalent. 2. Must have rendered service for not less than 3 years under the Board. 3. Adequate experience in the operation of Lift as may be tested and certified by the Board. 4. Working knowledge in the Lift Mechanism.

*Note:*—1. An employee with the above qualifications may be promoted as Lift Operator on the strength of a certificate issued by the Executive Engineer/Assistant Executive Engineer (Electrical) after conducting a practical test among the candidates who have opted for such promotion.

2. When more than one candidate qualifies for appointment and put forth claim from different categories, candidates carrying higher time scale of pay shall be given first preference. The person with a longer service shall be given preference when the scale of pay of candidates is identical. If the length of service is equal, preference shall be given with reference to the age, the older being considered first.

(1)	(2)	(3)
(iii) Last Grade Employee	By Direct Recruitment	Must have passed Std. VII.
(iv) Gardener	1. Appointment from part time employees. 2. In the absence of qualified hands, through Employment Exchange or contract.	Pass in Std. IV Experience in Gardening.

*Note:*—The suitability of the Part-time Employees to hold the post of Gardener will be tested in a practical test conducted by the Board.

(v) Security Guard/Watcher	By Direct recruitment from Ex-servicemen	1. Pass in Std. VII or its equivalent
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## PHYSICAL MEASUREMENTS

- (i) Good physique
- (ii) Height—167cm.
- (iii) Chest—normal 81cm.  
Expansion not less than 5cm.

*Note:*—Women and Physically Handicapped candidates are not eligible to apply for the post.

*Wing (F)—Contingent Employees Wing*

(i) Full-time Sweeper	By promotion from Part-time Sweeper.
(ii) Part-time Sweeper	Direct recruitment through Employment Exchange or appointment by contract.

## BRANCH II ENGINEERING BRANCH

## Sub-Branch (a) Kerala State Housing Board Engineering Service

*Wing (A)—Civil Engineering Wing*

(i) Housing Board Engineer/Chief Engineer	Appointment under sub-section (3) of section 17 of the Act.
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(1)	(2)	(3)
(ii) Chief Project Engineer	By promotion from the category of Deputy Chief Engineer/ Regional Engineer	Graduate in Civil Engineering or equivalent qualification with a minimum of 15 years experience, of which 2 years shall be in the grade of Deputy Chief Engineer/ Regional Engineer.
(iii) Deputy Chief Engineer (Civil)/ Regional Engineer in the grade of Superintendenting Engineer	By promotion from the category of Executive Engineer (Civil)	<ol style="list-style-type: none"> <li>1. Must be a Graduate in Civil/ Mechanical Engineering from a recognized University or its equivalent.</li> <li>2. Must be an approved probationer in the category of Executive Engineer (Civil).</li> </ol>
(iv) Executive Engineer (Civil)	By promotion from the category of Assistant Executive Engineer (85% of the cadre strength reserved for Degree holders and 15% with a minimum of 2 posts reserved for Diploma holders)	<ol style="list-style-type: none"> <li>1. Must possess a Degree in Engineering (Civil/Mechanical) of a recognized University or its equivalent.</li> </ol> <p style="text-align: center;">OR</p> <ol style="list-style-type: none"> <li>2. Must be an approved probationer in the category of Assistant Executive Engineer (Civil).</li> <li>3. (a) Must have 3 years satisfactory service as Assistant Executive Engineer (Civil) in the case of Degree holders. (b) Must have 15 years satisfactory service of which 3 years as Assistant Executive Engineer (Civil) in the case of Diploma holders.</li> </ol>

(1)	(2)	(3)
<i>Note:—</i> 1. While promoting Diploma holders to the post of Executive Engineer, Assistant Executive Engineer from the diploma category shall not be eligible for promotion over a senior Graduate Engineer, based on the date of joining duty as Assistant Executive Engineer, unless the latter otherwise rendered ineligible for promotion to the post of Executive Engineer.		
	2.	Promotion of Diploma holders shall not exceed 15% of the cadre strength but a minimum of two posts shall be reserved for Diploma holders. If eligible persons are not available the post shall be filled up by Degree holders.
	3.	A person holding the post of Assistant Executive Engineer in diploma quota, acquiring a Degree in Engineering or its equivalent qualification, shall be eligible for promotion as Executive Engineer against the quota allotted for those possessing a Degree in Engineering at his option, only after the claims of all Graduates who became AEEs in the Degree quota on the date of his passing the degree or on the date of his regular appointment as AEE, whichever is later are considered for promotion.
(v) Assistant Executive Engineer (Civil)	By promotion from the category of Assistant Engineer (Civil). (In the ratio 3:1 among Degree and Diploma holders).	<ol style="list-style-type: none"> <li>1. Must be an approved probationer in the category of Asst. Engineer (Civil).</li> <li>2. Must have rendered service as Assistant Engineer (Civil) for not less than <ol style="list-style-type: none"> <li>(a) 2 years in the case of Degree holders.</li> <li>(b) 5 years in the case of diploma holders</li> </ol> </li> <li>3. Must have Account Test (Lower), PWD Test and the test on KSHB Act &amp; Rules conducted by the PSC.</li> </ol>
<i>Note:—</i> 1. Posts in this category shall be filled up in the ratio 3:1 from among Degree and Diploma holders from the respective seniority list of Degree and Diploma holders among Assistant Engineers (Civil) as and when vacancy arise. The ratio must be applied rotation wise.		



(1)	(2)	(3)
	2.	A person holding the post of Assistant Engineer (Civil) in Diploma quota acquiring a Degree in Engineering or its equivalent qualification, shall be eligible for promotion as Assistant Executive Engineer (Civil) against the quota allotted for those possessing a Degree in Engineering, at his option, only after the claims of all Graduates who became Assistant Engineer in the Degree quota on the date of his passing the degree or on the date of his regular appointment as Assistant Engineer, whichever is later are considered for promotion.
	3.	A person holding the post of Assistant Engineer (Civil) in Certificate quota acquiring a Diploma in Engineering or its equivalent qualification, shall be eligible for promotion as Assistant Executive Engineer (Civil) against the quota allotted for those possessing a Diploma in Engineering, at his option, only after the claims of all Diploma holders who became Assistant Engineer in the Diploma quota on the date of his passing Diploma or on the date of his regular appointment as Assistant Engineer, whichever is later are considered for promotion.
(vi) Assistant Engineer (Civil)	1. By Direct Recruitment	A Degree in Engineering (Civil) of a recognised University or its equivalent. Proficiency in CAD, STADD software desirable.
	2. By promotion from the category of Ist Grade Draftsman/Overseer.	1. Must have passed Diploma in Engineering (Civil or Mechanical) and have rendered service in the Board for not less than 3 years as Ist Grade Draftsman/Overseer. 2. Must possess any of the following Certificates:— (a) Group Certificate under KGTE or equivalent qualification. <i>Note:—</i> Group certificates will include all four groups

(1)	(2)	(3)
		namely Building Drawing, Building Construction, Survey and Irrigation. Alternatively a pass in eight subjects namely, Surveying and Levelling (Higher), Applied Mechanics (Higher), Building Materials and Construction (Higher), Hydraulics and Irrigation (Higher), Building, Drawing and Estimating (Higher), Earth work and Road making (Higher), Geometrical Drawing (Lower) or Practical Plane and Solid Geometry (Lower).
	(b)	Certificate course of College of Engineering, Trivandrum (2 year course).
	(c)	Diploma in Craftsmanship in the trade of Draftsman (Civil) obtained after 18 month's course (followed by six month's practical training at the ITI's/centre) conducted by the Government of India Ministry of Labour.
	(d)	Diploma in Civil Engineering (2 year course) of the Women's Polytechnics of the State.



(1)	(2)	(3)
		(e) Kerala Government Certificate Examination in Civil Engineering (2 year course).
		3. Must have rendered service for 5 years in the KSHB of which at least 2 years shall be in the category of I Grade Draftsman/Overseer.
	3. Transfer from sub branches classified under regulation 3(1) (b) and 3(2) b.	An employee of the Board who acquires Degree in Engineering (Civil) may be appointed as Assistant Engineer (Civil) provided he has put in a minimum 3 years in the Board's service. In-service personnel will be subjected to the same selection test of Direct recruits and those who secure 40% marks in the written tests shall be included in a separate rank list and advised for appointment against the quota prescribed on merit basis. Such appointment shall not exceed 10% of the total cadre strength of Assistant Engineer (Civil).
	4. In the absence of qualified persons in service at the time of occurrence of vacancies these vacancies shall be filled up by direct recruitment.	

(1)	(2)	(3)
<i>Note:—</i>		
1.	The ratio 5:1:3:1 shall apply to appointments by direct recruitment, by appointment under item (3), by appointment of Diploma holders under item 2 and by appointment of Certificate holders under item (2) respectively. This ratio will be applied to the total cadre strength and not to the vacancies that arise from time to time. Separate seniority list for Graduate direct recruits/Graduate appointees under item (3), Diploma holders and Certificate holders will be maintained and promotion and reversion of each category of officers will be confined to the quota allotted for each category within the cadre strength.	
2.	A person holding the post shall pass the test in MOP, Account Test (Lower), PWD Test and Kerala State Housing Board Act & Rules before completion of probation in the post, if he has not already passed the test.	
3.	Persons already in the service of the Boards as Assistant Engineer as on the date of these Regulations who possess a degree in Mechanical Engineering will continue to be qualified to hold the post as well as for promotion to higher post in the service of the Board.	
4.	A person holding the post of 1st Grade Draftsman (Civil) in the Certificate quota acquiring a diploma in Engineering or its equivalent qualification shall be eligible for appointment as Assistant Engineer (Civil) against the quota allotted for those possessing a diploma in Engineering, at his option only after the claims of all Diploma holders who became Assistant Engineer in the Diploma quota on the date of his passing Diploma, or the date of his regular appointment as 1st Grade Draftsman, whichever is later are considered for appointment.	

*Wing (B)—Architectural Wing*

(i) Chief Architect	1. By promotion from the category of Architect.	1. A Degree in Architecture obtained after a regular course of study from a recognized University. 2. Must have put in 15 years of service of which 5 years shall be in the category of Architect.
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(1)	(2)	(3)
	2. In the absence of suitable candidate under item (1) above, by Direct Recruitment.	<ol style="list-style-type: none"> <li>1. Degree in Architecture obtained after a regular course of study from a recognized University.</li> <li>2. 15 years of experience of which 5 years shall be in the capacity of an Architect or equivalent category in PWD/Town Planning Department or any Government (State/Central) Department or Public Sector Undertaking or Statutory Corporation or authorities, severally or taken together.</li> <li>3. Shall be registered with the Council of Architects.</li> </ol>
(ii) Architect	1. By promotion from the category of Assistant Architect.	<ol style="list-style-type: none"> <li>1. A Degree in Architecture obtained after a regular course of study from a recognised University.</li> <li>2. Must be an approved probationer in the category of Assistant Architect.</li> <li>3. Must have 3 years satisfactory service as Assistant Architect.</li> <li>4. Shall be registered with the Council of Architects.</li> </ol>
	2. In the absence of qualified persons for promotion, by Direct recruitment.	<ol style="list-style-type: none"> <li>1. A Degree in Architecture obtained after a regular course of study from a recognized University.</li> <li>2. Must have 5 years experience as an Architect in Government Service/Public Sector Undertaking or Firms registered under Companies Act.</li> </ol>

(1)	(2)	(3)
(iii) Assistant Architect	1. By promotion from the Category of Architectural Head Draftsman	<ol style="list-style-type: none"> <li>1. A Degree in Architecture obtained after a regular course of study from a recognized University.</li> <li>2. Must be an approved probationer in the category of Architectural Head Draftsman.</li> <li>3. Shall be registered with the Council of Architects.</li> </ol>
	2. In the absence of qualified hands for promotion, by Direct Recruitment.	A Degree in Architecture obtained after a regular course of study from a recognized University.
<p><i>Note:</i>—The minimum qualification for Assistant Architect shall be a Degree in Architecture. But the diploma holders who are in the post of Assistant Architect as on the date of coming into force of these Regulations shall continue as Assistant Architect (Diploma), within the sanctioned post.</p>		
(iv) Architectural Head Draftsman	1. By Direct recruitment	A Degree in Architecture obtained after a regular course of study from a recognized University.
	2. By promotion from the category of Architectural Draftsman Grade I	<ol style="list-style-type: none"> <li>1. Must possess Diploma in Architecture.</li> <li>2. Must be an approved probationer in the category of Architectural Draftsman Grade I.</li> <li>3. Must have rendered service for not less than 3 years in the post of Architectural Draftsman Grade I.</li> </ol>
<p><i>Note:</i>— 1. Appointment by direct recruitment and appointment under item 2 shall be in the ratio 3:2, taking into account the total cadre strength of Architectural Head Draftsman and not the vacancies that arise from time to time.</p>		



(1)	(2)	(3)
		2. The persons in service having the qualifications for direct recruitment shall be eligible for age relaxation to the extent of their service to apply for direct recruitment.
		3. Persons holding the post of Architectural Head Draftsman shall pass Account Test (Lower), PWD Test and KSHB Act & Rules conducted by the PSC during the period of probation, if not already passed.

*Wing (C)—Electrical Wing*

(i) Executive Engineer (Electrical)	By promotion from the category of Assistant Executive Engineer (Electrical)	<p>1. Must be an approved probationer in the category of Assistant Executive Engineer (Electrical).</p> <p>2. Must possess a Degree in Engineering (Electrical/Electrical and Electronics) of a recognized University or its equivalent.</p> <p style="text-align: center;">OR</p> <p>Must have any of the following Diplomas:—</p> <p>(a) Diploma in Engineering (Electrical) issued by Government of Kerala or qualification equivalent thereto.</p> <p>(b) Diploma in Engineering (Electrical) of a recognised Institution after 3 years course of study.</p> <p>3. (a) Must have 3 years satisfactory service as Assistant Executive Engineer (Electrical) in the case of Degree holders.</p> <p>(b) Must have 15 years satisfactory service of which 3 years as Assistant Executive Engineer (Electrical) in the case of Diploma holders.</p>
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(1)	(2)	(3)
<p><i>Note:—</i> 1. Promotion of Diploma holders shall not exceed 15% of the total cadre strength of Executive Engineer (Electrical).</p> <p>2. A person holding the post of Assistant Executive Engineer (Electrical) in Diploma quota having a Degree in Engineering (Electrical) or its equivalent qualification, shall be eligible for promotion as Executive Engineer against the quota allotted for those possessing a Degree in Engineering (Electrical), at his option, only after the claims of all Graduates who became Assistant Executive Engineers (Electrical) in the Degree quota on the date of his passing the degree or on the date of his regular appointment as Assistant Executive Engineer, whichever is later are considered for promotion.</p>		
(ii) Assistant Executive Engineer (Electrical)/ Energy Auditor*	<p>1. By promotion from the category of Assistant Engineer (Electrical).</p> <p>2. In the absence of qualified hands for promotion, by Direct recruitment.</p>	<p>1. Must be an approved probationer in the post of Assistant Engineer (Electrical).</p> <p>2. Must have rendered service as Assistant Engineer (Electrical) for not less than</p> <p>(a) 2 years in the case of Degree holders</p> <p>(b) 5 years in the case of Diploma holders</p> <p>3. Must have Account Test (Lower), PWD Test and the test on KSHB Act &amp; Rules conducted by the PSC.</p> <p>4. Should pass Paper III of the Account Test (Lower) conducted by PSC for Ministerial and Executive Officers of Kerala State Electricity Board.</p> <p>1. A Degree in Engineering—Electrical/Electrical &amp; Electronics from a recognized University.</p>

\* Qualification of Energy Auditor (G.O. (Ms.) No. 19/92/PD dated 3-11-1992).



(1)	(2)	(3)
		2. Must have rendered service for 2 years as Assistant Engineer (Electrical) or equivalent rank in any Public Sector Undertaking/Reputed Institution.
		A person who conducts industrial or commercial energy audit shall:
		1. Be a licensed professional or Chartered Engineer.
		2. Have an Engineering Degree (Electrical, Metallurgical, Chemical, Production or Mechanical Engineering) from a College or University with a minimum 5 years of subsequent experience in one or more of the following :
		(i) for commercial Energy auditing—experience in Air conditioning plant/Illumination Engineering.
		(ii) for industrial energy auditing—experience in design, operation and maintenance of electrical installation in industrial process.
		<i>Note:—</i> 1. Posts in this category shall be filled up in the ratio 3:1 from among Degree and Diploma holders as and when vacancies arise.
		2. A person holding the post of Assistant Engineer in Diploma quota having a Degree in Engineering (Electrical) or its equivalent qualification, shall be eligible for promotion as Assistant Executive Engineer (Electrical) against the quota allotted for those possessing a

(1)	(2)	(3)
		Degree in Engineering (Electrical), at his option, only after the claims of all Graduates who became Assistant Engineer (Electrical) in the Degree quota on the date of his passing the degree or on the date of his regular appointment as Assistant Engineer (Electrical), whichever is later are considered for promotion.
	3.	One post of Assistant Executive Engineer (Electrical) stands reserved for Energy Auditor based on Government Order G. O. (Ms) 19/92/PD dated 2-11-1992 and the post shall be filled up by a person having experience as Energy Auditor for not less than 3 years. In the absence of qualified persons in the Board service, appointment by Direct Recruitment.
	4.	A person holding the post of Assistant Engineer (Electrical) in Certificate quota acquiring a Diploma in Engineering (Electrical) or its equivalent qualification, shall be eligible for promotion as Assistant Executive Engineer (Electrical) against the quota allotted for those possessing a Diploma in Engineering (Electrical), at his option, only after the claims of all Diploma holders who became Assistant Engineer in the Diploma quota on the date of his passing the diploma or on the date of his regular appointment as Assistant Engineer, whichever is later are considered for promotion.
(iii)	Assistant Engineer (Electrical)/ Head Draftsman (Electrical)	1. By Direct Recruitment A Degree in Engineering (Electrical)/(Electrical & Electronics) of a recognised University or its equivalent OR AMIE (India) Section A & B in Electrical Engineering OR Associate Membership Diploma of the Institution of Engineers in India in Electrical Engineering or any other Diploma recognized as equivalent thereto OR Degree in Electronics and Telecommunication Engineering or any other qualification recognized as equivalent thereto.



(1)	(2)	(3)
	2. Appointment by transfer from the category of I Grade Draftsman (Electrical).	1. Must be an approved probationer in the category of I Grade Draftsman (Electrical). 2. (a) Must have passed Diploma in Engineering (Electrical) awarded by the Director of Technical Education, Kerala or equivalent qualification and have rendered service in the Board for not less than 3 years as 1st Grade Draftsman
		OR
		(b) Must possess any of the following Certificates:—
		(i) Certificate in Electrical Engineering issued after a course of two years from any one of the Technical Schools recognized by Government.
		(ii) National Trade Certificate issued under the Craftsmanship Training Scheme after 18 months course from the Industrial Training Institute in the Trade of Electrician followed by six months in plant training.
		(iii) Certificate in Electrical Engineering after undergoing a course of two years from Institutions recognised by Government.

(1)	(2)	(3)
		OR
		(iv) KGTE Group Certificate in Electrical Engineering, 4 subjects, namely—Electrical Light and Power (Higher), Applied Mechanics (Lower), Heat Engines (Lower), Machine Drawing (Lower) or equivalent thereto.
		(c) Must have rendered service for 5 years in the KSHB of which atleast 3 years shall be in the category of I Grade Draftsman.
Note:—		
1.	The ratio of 3:2 shall apply to appointments by direct recruitment and for appointment by transfer under item 2. Appointment by transfer shall be apportioned in the ratio 1:1 among Degree and Diploma holders. This ratio will be applied to the total cadre strength and not to the vacancies that arise from time to time.	
2.	Persons in service having the qualification for direct recruitment shall be allowed relaxation from upper age limit to the extent of their service subject to a maximum of 5 years to apply for direct recruitment.	
3.	A person holding the post shall pass Account Test (Lower), PWD Test and Kerala State Housing Board Act and Rules before completion of probation in the post, if he has not already passed the test.	
4.	A person holding the post of 1st Grade Draftsman (Electrical) in the Certificate quota acquiring a Diploma in Electrical Engineering or its equivalent qualification shall be eligible for appointment as Assistant Engineer (Electrical) against the quota allotted for those possessing a Diploma in Electrical Engineering, at his option, only after the claims of all Diploma holders who became I Grade Draftsman in the Diploma quota on the date of his passing Diploma, or the date of his regular appointment as 1st Grade Draftsman, whichever is later are considered for appointment.	



(1)	(2)	(3)
<i>Wing (E)—Computer Systems Wing</i>		
(i) Systems Manager	1. By promotion from the category of Senior Programmer.  2. In the absence of suitable candidates, by Direct recruitment.	1. Must be an approved probationer in the cadre of Senior Programmer in KSHB  1. Must be a graduate in Computer Engineering/Technology OR 2. A Graduate with PGDCA/MCA with 3 years experience in Software Development and Data processing
(ii) Senior Programmer	1. By transfer from any service of KSHB.  2. In the absence of suitable candidates, under item (1) above, by deputation/direct recruitment.	1. Must be a graduate in Computer Engineering/Technology. OR 2. Must be a Graduate with PGDCA/MCA.

**SUB-BRANCH II (B) KERALA STATE HOUSING BOARD ENGINEERING  
SUBORDINATE SERVICE**

*Wing (A)—Engineering Wing*

(i) First Grade Draftsman/Overseer (Civil)	1. By Promotion from the category of Second Grade Draftsman (Civil)	1. Must have passed SSLC or its equivalent 2. Must possess any of the following qualifications:— (i) Pass in Section A and B of the Membership Examination of the Institute of Engineers (India) in Engineering (Civil).
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(1)	(2)	(3)
		(ii) Diploma in Engineering (Civil) (3 year course) issued by Government of Kerala or Diploma recognised by Government as equivalent thereto.  3. Must be an approved probationer in the post of II Grade Draftsman (Civil)
	2. In the absence of qualified hands for promotion, by Direct Recruitment	1. Must have passed SSLC or its equivalent 2. Must possess any of the qualifications mentioned in (2) above.
<p><i>Note:—</i>1. Promotion and Direct Recruitment shall be in the ratio of 1:1 taking into account of the total cadre strength.</p> <p>2. In the absence of qualified hands for promotion at the time of occurrence of vacancy the same shall be filled up by Direct Recruitment.</p>		
(ii) First Grade Draftsman/Overseer (Electrical)	1. By Promotion from the category of Second Grade Draftsman (Electrical)	1. Must have passed SSLC or its equivalent 2. Must possess any of the following qualifications:— (a) Diploma in Engineering (Electrical) issued by Government of Kerala or qualification equivalent thereto. :  (b) Diploma in Engineering (Electrical) of a recognized Institution after 3 years course of study.  3. Must be an approved probationer in the post of II Grade Draftsman (Electrical)



(1)	(2)	(3)
	2. In the absence of qualified hands for promotion, by Direct Recruitment.	1. Must have passed SSLC or its equivalent. 2. Must possess any of the Diplomas mentioned in (2) above.

Note:—1. Promotion and Direct recruitment shall be in the ratio of 1:1 within the cadre strength.

2. In the absence of qualified hands for promotion at the time of occurrence of vacancy the same shall be filled up by direct recruitment.

- (iii) Second Grade Draftsman/ Overseer (Civil)
- |  |   |
|--|---|
| 1. By Promotion from the category of Tracer. | 1. Must have passed SSLC or its equivalent.<br>2. Must have rendered service for not less than three years as Tracer.<br>3. Must possess any of the following qualifications:<br>(a) Pass in Section A and B of the Membership Examination of the Institute of Engineers (India) in Engineering (Civil).<br>(b) Diploma in Engineering (Civil) (3 year course) issued by Government of Kerala or Diploma recognised by Government as equivalent thereto.<br>(c) Group Certificate under KGTE or equivalent qualification. |
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Note:—Group certificates will include all four groups namely Building Drawing,

(1)	(2)	(3)
		Building Construction, Survey and Irrigation. Alternatively a pass in eight subjects namely, Surveying and Leveling (Higher), Applied Mechanics (Higher), Building Materials and Construction (Higher), Hydraulics and Irrigation (Higher), Building, Drawing and Estimating (Higher), Earth Work and Road making (Higher), Geometrical Drawing (Lower) or Practical Plane and Solid Geometry (Lower).
		(d) Certificate course of College of Engineering Trivandrum (2 year course).
		(e) Diploma in Craftsmanship in the trade of Draftsman (Civil) obtained after 18 month's course (followed by six month's practical training at the ITI's/Centre) conducted by the Government of India, Ministry of Labour.
		(f) Diploma in Civil Engineering (2 year course) of the Women's Polytechnics of the State.
		(g) Kerala Government Certificate Examination in Civil Engineering (2 year course).



(1)	(2)	(3)
	2. By Direct Recruitment.	1. Must have passed SSLC or its equivalent. 2. Must possess any of the qualifications mentioned in item (3) above.
(iv) Second Grade Draftsman (Electrical)	1. By Promotion from the category of Electrician/Wireman.	1. Must have passed SSLC or its equivalent 2. Must possess any of the following qualifications: (a) Diploma in Engineering (Electrical) issued by Government of Kerala or qualification equivalent thereto. (b) Diploma in Engineering (Electrical) of a recognized Institution after 3 years course of study. (c) Certificate in Electrical Engineering issued after a course of two years from any one of the Technical Schools recognised by Government. (d) National Trade Certificate issued under the Craftsmanship Training Scheme after 18 months course from the Industrial Training Institute in the Trade of Electrician followed by six month's inplant training. (e) Certificate in Electrical Engineering after undergoing

(1)	(2)	(3)
		a course of two years from Institutions recognised by Government. (f) KGTE Group Certificate in Electrical Engineering, 4 subjects, namely—Electrical Light and Power (Higher), Applied Mechanics (Lower), Heat Engines (Lower), Machine Drawing (Lower) or equivalent thereto.
		3. Must have rendered service in the KSHB for not less than 3 years as Electrician/Wireman.
	2. In the absence of suitable hands for promotion, by Direct Recruitment.	1. Must have passed SSLC or its equivalent. 2. Must possess any of the qualifications mentioned in item (2) above, excluding item (f).
(v) Architectural Draftsman Grade I	1. By Promotion from the category of Architectural Draftsman Grade II	1. Must have passed SSLC or its equivalent. 2. Must possess Diploma in Architecture or equivalent qualification. 3. Must be an approved probationer in the feeder category.
	2. In the absence of qualified candidates for promotion, by Direct Recruitment	1. Must have passed SSLC or its equivalent. 2. Diploma in Architecture or its equivalent qualification.



- | (1)  | (2) | (3) |
|--|-----|-----|
| Note:—1. Promotion and Direct Recruitment shall be in the ratio of 1:1 within the cadre strength.  |     |     |
| 2. In the absence of qualified hands for promotion at the time of occurrence of vacancy the same shall be filled up by direct recruitment. |     |     |

- (vi) Architectural Draftsman Grade II
- | (1)  | (2)   | (3) |
|--|---|-----|
| 1. By Promotion from the category of Tracer. | 1. Must have passed SSLC or its equivalent.   |     |
|  | 2. Must possess any of the following qualifications:                                    |     |
|  | Pass in any six subjects under KGTE or MGTE as given below.                             |     |
|  | (a) Building, Drawing and Estimating (Higher).  |     |
|  | (b) Geometrical Drawing (Lower).  |     |
|  | (c) Surveying and Leveling (Higher) and any three of the Compulsory following subjects. |     |
|  | (i) Applied Mechanics (Higher)  |     |
|  | (ii) Building Materials and Construction (Higher)                                       |     |
|  | (iii) Earth Work and Road Making (Higher)   |     |
|  | (iv) Mensuration (Lower)  |     |

OR

Lower Grade Drawing Group Certificate MGTE or KGTE.

OR

Second Grade Certificate secured by Draftsman Civil Trainees, TT Scheme, College of Engineering, Trivandrum or under Industrial Training Centre conducted by Government of India (Ministry of Labour) after a course of 18 months.

- | (1) | (2) | (3) |
|-----|-----|-----|
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OR

Diploma in Craftsmanship (Civil) obtained after a course of 18 months at the Industrial Training Institute of the Kerala State or any other course recognised as equivalent thereto by the Government of Kerala.

OR

Building, Drawing and Estimating (Higher) and (Lower) and any two of the other Civil Engineering subjects (Higher and Lower) under the MGTE or KGTE.

3. Must have rendered service for not less than 3 years as Tracer.

2. In the absence of qualified hands for promotion, by Direct Recruitment

- |  |
|--|
| 1. Must have passed SSLC or its equivalent.          |
| 2. Must possess any of the following qualifications: |

(a) Diploma or certificate in Architectural Assistantship awarded under the scheme of Architectural Assistantship course formulated by the Ministry of Education, Government of India.

(b) ITI Trade Test Certificate in the trade of Draftsman (Civil) or Draftsman (Architecture) after two years course



(1)	(2)	(3)
		<p>conducted by the Government of India, Ministry of Labour and IIT Centres.</p> <p>OR</p> <p>KGCE (Civil) or any equivalent certificates recognized by the Government of Kerala.</p>
<p><i>Note:—1. Promotion and Direct Recruitment shall be in the ratio of 1:1 within the cadre strength.</i></p>		
(vii) Tracer	1. By Direct Recruitment	<p>1. Must have passed SSLC or its equivalent.</p> <p>2. Must possess any of the following qualifications:</p> <p>(a) Lower Grade Drawing Group Certificate MGTE or KGTE</p> <p>(b) Second Grade Certificate secured by Draftsman Civil Trainees, T. T. Scheme, College of Engineering, Trivandrum or under Industrial Training Centre conducted by Government of India (Ministry of Labour) after a course of 18 months.</p> <p>(c) Diploma in Craftsmanship (Civil) obtained after a course of 18 months at the Industrial Training Institute of the Kerala State or any other course recognised as equivalent there to by the Government of Kerala.</p> <p>(d) Building, Drawing and Estimating (Higher) and (Lower) and any two of the other Civil Engineering subjects (Higher and Lower) under the MGTE or KGTE.</p>

(1)	(2)	(3)
	<p>2. By appointment from the post of Blue Printer/Clerical Assistant/Driver Grade II/Telephone Operator/Deffedar/Mochee or Last Grade Employee</p>	<p>1. Must have completed SSLC or its equivalent.</p> <p>2. Must possess any of the following qualifications:</p> <p>(a) Diploma in Drawing and Painting recognised by the Government of Kerala.</p> <p>OR</p> <p>(b) Pass in the following under KGTE or equivalent thereto.</p> <p>(i) Drawing Group Certificate.</p> <p>(ii) Geometrical Drawing (Higher) (First Class preferred)</p> <p>(iii) Design (Higher) (First Class preferred)</p>
<p><i>Note:—1. Appointment and direct recruitment shall in the ratio 1:1 within the cadre strength.</i></p> <p>2. In the absence of qualified hands for appointment under item (2) at the time of occurrence of vacancy, the same shall be filled up by direct recruitment.</p>		
(viii) Blue Printer/Ammonia Printer	<p>1. By promotion from Last Grade Service</p> <p>2. In the absence of suitable candidate for promotion, by Direct Recruitment</p>	<p>1. Must have passed Std. VIII or its equivalent.</p> <p>2. Must have 6 months experience in Blue printing as certified by an Officer not below the rank of Regional Engineer/Deputy Chief Engineer of the Housing Board. For promotion the candidate must have passed a Test conducted by the Board for the purpose.</p> <p>1. Must have passed SSLC or its equivalent.</p> <p>2. Must have 6 months experience in Blue printing as certified by</p>



(1)	(2)	(3)
		an Officer not below the rank of Regional Engineer/Deputy Chief Engineer of the Housing Board/Government/Public Sector Undertakings.
(ix) Mixer Operator-cum-cleaner	By promotion from the category of Cleaner	<ol style="list-style-type: none"> <li>1. Must be passed Std. VII or its equivalent.</li> <li>2. Must have experience in: <ol style="list-style-type: none"> <li>(i) Cleaning</li> <li>(ii) Operating Concrete mixer for a period of 6 months as certified by an Officer not below the rank of Regional Engineer/Deputy Chief Engineer of the Housing Board.</li> </ol> </li> <li>3. Good physique.</li> </ol>
(x) Cleaner	<ol style="list-style-type: none"> <li>1. By appointment from the category of LGE</li> <li>2. In the absence of suitable hands for appointment as above, by Direct Recruitment.</li> </ol>	<ol style="list-style-type: none"> <li>1. Must have passed Std. VII</li> <li>2. Good physique</li> </ol> <p style="text-align: center;">Do.</p>
(xi) Electrician/Wireman	1. By transfer from any category in the Last Grade Service of the Board	<ol style="list-style-type: none"> <li>1. Must have passed Std. VIII its equivalent.</li> <li>2. Must possess NTC in the trade of Wireman or Electrician or its equivalent qualification.</li> <li>3. Valid Wireman licence issued by the Electrical Inspectorate.</li> </ol>

(1)	(2)	(3)
	<ol style="list-style-type: none"> <li>2. In the absence of suitable candidates under item (1) above, by Direct Recruitment</li> </ol>	<ol style="list-style-type: none"> <li>1. Must have passed Std. VIII or its equivalent.</li> <li>2. Must possess NTC in the trade of Wireman or Electrician or its equivalent qualification.</li> <li>3. Valid Wireman licence issued by the Electrical Inspectorate.</li> </ol>
(xii) Plumber	<ol style="list-style-type: none"> <li>1. By transfer from any category in the Last Grade service of the Board.</li> <li>2. In the absence of suitable candidate under item (1) above, by Direct Recruitment.</li> </ol>	<ol style="list-style-type: none"> <li>1. Standard VIII.</li> <li>2. NTC in the Trade of Plumber or equivalent qualification.</li> </ol> <p style="text-align: center;">(Same as above)</p>
(xiii) Pump Operator	<ol style="list-style-type: none"> <li>1. Appointment from Last Grade Employee, Watcher, Full-time Sweeper.</li> </ol>	<ol style="list-style-type: none"> <li>1. Pass in SSLC or its equivalent.</li> <li>2. Must possess NTC awarded by the National Council for Vocational Training in the Trade of Draftsman (Mechanical) or in the Trade of Electrician or in the Trade of Wireman, after the completion of 2 years Full-time Metric course or its equivalent.</li> </ol> <p style="text-align: center;">OR</p> <ol style="list-style-type: none"> <li>2. In the absence of qualified hands for appointment from Last Grade Service,</li> </ol>
		<ol style="list-style-type: none"> <li>1. Pass in SSLC or its equivalent.</li> <li>2. Must possess NTC awarded by the National Council for Vocational Training in the</li> </ol>



(1)	(2)	(3)
	by Direct Recruitment with the qualification prescribed for appointment by transfer.	Trade of Mechanic (Motor Vehicles), after the completion of 2 years Full-time Non-Metric course or its equivalent; and
		3. One year experience in operating pumping plants or Electrical Machinery or as Mechanic in a reputed Firm/Workshop/ Institution/ Organisation as certified by the Head of the Workshop/ Institution/Organisation.

*Wing (C) Computer Systems Wing*

(i) EDP Assistant Grade I	By promotion from the category of EDP Assistant Grade II	Must be an approved probationer in the Post of EDP Assistant Grade II
(ii) EDP Assistant Grade II	1. By transfer from any category under the subordinate service of the General/ Engineering Branch.	1. B.A./B.Sc./B.Com. or equivalent. 2. Typewriting Higher (KGTE/ MGTE) or equivalent qualification. 3. Data Entry Course Certificate of 3 months duration from recognised Institution. 4. 3 years service in the KSHB.
	2. In the absence of suitable candidate under item (1) above, by Direct Recruitment.	1. BA/B.Sc./B.Com. or equivalent. 2. Typewriting Higher (KGTE/ MGTE) or equivalent qualification. 3. Data Entry Course Certificate of 3 months duration from recognised Institution.