

**LAWS RELATING TO
SERVICE CONDITIONS OF
EMPLOYEES OF
THE HIGH COURT OF KERALA**

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HIGH COURT OF KERALA**

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**LAWS RELATING TO
SERVICE CONDITIONS OF
EMPLOYEES OF
THE HIGH COURT OF KERALA**

**Amendments up to 31-12-2017 Incorporated
(C.S. No. 50)**

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THE KERALA HIGH COURT SERVICE RULES, 2007¹

PART I

GENERAL

In exercise of the powers conferred by Article 229 of the Constitution of India, and in supersession of all existing rules on the subject, the Chief Justice hereby makes the following rules to regulate the recruitment and the conditions of service of the members of the Kerala High Court Service, hereinafter referred to as 'the Service':—

1. *Short title, commencement and extent.*—(1) These rules may be called the Kerala High Court Service Rules, 2007 and shall come into force on 1-1-2007.

They shall apply to the members of the Service, as on the date of its enforcement and appointed thereafter.

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

(1) “Appointment by promotion” means appointment of an approved probationer to a higher post in the direct line of promotion. Appointment by transfer of a member of the Service from a category in a lower division to a category in a higher division or from a lower scale to a higher scale in the same division shall also be treated as promotion.

(2) “Appointment by Transfer” means appointment of an approved probationer in one post to another post, which is not in the direct line of promotion.

(3) “Appointed to the Service”—A person is said to be appointed to the Service when, in accordance with these Rules or in accordance with the rules in force at the time as the case may be, he discharges for the first time the duties of a post whether permanent or temporary borne on the cadre of the Service or commences the probation prescribed for the members thereof.

(4) “Approved probationer” means a member of the Service who has satisfactorily completed his probation in a category of the Service and awaits appointment as a full member thereof.

(5) “Chief Justice” means the Chief Justice of the High Court of Kerala.

(6) “Direct recruitment”—A person is said to be “directly recruited” to the Service when he is appointed substantively for the first time to the Service.

1. Published in Kerala Gazette Extraordinary No. 7 Part III, Vol. 52 dated 13-2-2007

(7) “Duty”—A person is said to be “on duty” as a member of the Service,—

(a) When he is performing the duties of a post borne on the cadre of the Service or is undergoing probation; or

(b) When he is on joining time; or

(c) When he is absent from duty during vacation or on authorised holidays or on casual leave taken in accordance with the instructions regulating such leave issued by the State Government, having been on duty immediately before and immediately after such absence; or

(d) When he is on deputation, during his period of probation, for training or for acquisition of higher or additional qualification in public interest; or

(e) When he is waiting for posting orders after reporting for duty; or

(f) When he is given the benefit of notional promotion consequent on revision of rank and seniority; or

(g) In the case of a female member, when she is on maternity leave during her period of probation.

(8) “Full member” means a member of the Service who has been appointed substantively to a permanent post borne on the cadre thereof.

(9) “High Court” means the High Court of Kerala.

(10) “High Court Office Procedure Test” means the Test on the Kerala High Court Act, the Rules of the High Court of Kerala and High Court Office Manual conducted by the High Court provided that in the case of those who were appointed to the Service on or before 5-10-1990, a pass in the Secretariat Manual Test or Test in Manual of Office Procedure shall be considered as an equivalent qualification.

(11) “Judicial Test (Higher)” means the test prescribed under Rule 38.

(12) “Member of the Service” means a person who has been appointed to the Service and who has not retired or resigned, been removed or dismissed, been substantively transferred to another service or been discharged otherwise than for want of a vacancy and may be a probationer, an approved probationer, or a full member.

(13) “Probationer” means a member of the Service who has not completed his probation.

(14) “Recruitment by transfer”—A person is said to be ‘recruited by transfer’ to the Service, when at the time of his first appointment thereto, he is a member of another service as defined in Rule 2(15) of the Kerala State and Subordinate Services Rules, 1958 or any other service prescribed by these Rules.

(15) “Scheduled Castes”, “Scheduled Tribes” and “Other Backward Classes” mean those mentioned as such in the Schedule to Part I of the Kerala State and Subordinate Services Rules, 1958.

(16) “University Degree” means a Bachelors degree in any subject awarded or recognised by any of the Universities in Kerala.

3. *Interpretation.*—Any question relating to the interpretation of these Rules shall be decided by the Chief Justice, and subject to any decision in appeal therefrom, the decision of the Chief Justice shall be final.

PART II

CONSTITUTION, QUALIFICATIONS, APPOINTMENTS, PROBATION AND PROMOTION

4. *Constitution.*—The Kerala High Court Service shall consist of the following Divisions, Sub Divisions and Categories:—

DIVISION I

Sub Division 1

Category

1. ¹Director (Academics), Kerala Judicial Academy
2. Registrar General
3. Registrar (Subordinate Judiciary)
4. Registrar (Vigilance)
5. ²Registrar (Recruitment & Computerisation)
6. Director of Kerala Judicial Academy
7. Additional Director of Kerala Judicial Academy
- 7A. Registrar (Judicial)
8. ³Registrar (Administration)
- ⁴[8A. Registrar (Finance)]
9. Deputy Director of Kerala Judicial Academy
10. Assistant Director of Kerala Judicial Academy.

1. Inserted by Notification No. A5-116177/2016 dated 22-12-2016 (C.S. No. 38) w.e.f. 22-12-2016.

2. Inserted by Notification No. A5-59137/2009 dated 4-3-2011 (C.S. No. 6) w.e.f. 4-3-2011.

3. Inserted by Notification No. A5-38926/2007 dated 19-11-2008 (C.S. No. 2) w.e.f. 19-11-2008.

4. Inserted by Notification No. A1-111314/2016/A5 dated 18-7-2017 (C.S. No. 44) w.e.f. 18-7-2017.

Sub Division 2

1. *****
- 1A. Additional Registrar (General Administration)
2. Joint Registrar
3. Deputy Registrar
4. Assistant Registrar (Higher Grade)
5. Assistant Registrar
- ¹[5A. ²(Filing Scrutiny Officer)]
6. Section Officer (Higher Grade)/Court Officer (Higher Grade)
7. ³[Section Officer/Court Officer]

Sub Division 3

1. Private Secretary to the Chief Justice
- ⁴[2 Court Officer to the Chief Justice]
- ⁵[3] Personal Assistant to the Chief Justice
- ⁵[4] Additional Personal Assistant to the Chief Justice.

Sub Division 4

1. Public Relations Officer
2. Protocol Officer
- ⁶[3. Additional Public Relations Officer]
- ⁷[4. Assistant Protocol Officer (Higher Grade)]
- ⁸[5] Assistant Protocol Officer.

Sub Division 5

1. Finance Officer
- ⁹[2. Accounts Officer]
- ¹⁰[3. Chief Accountant]¹¹

1. Inserted by Notification No. A5-95489/2011 dt. 12-4-12 (C.S. No. 20) w.e.f. 12-4-12.
2. The words 'Court Fee Examiner' substituted by Notification No. A5-59363/2012 dated 2-7-2015 (C.S. No. 34) w.e.f. 2-7-2015.
3. Substituted by No. 1 ibid.
4. Inserted by Notification No. A5-5929/2010 dated 12-7-2011 (C.S. No. 12) w.e.f. 12-7-2011.
5. Renumbered by ibid.
6. Inserted by Notification No. A5-77447/2005 dated 18-3-2011 (C.S. No. 8) w.e.f. 18-3-2011.
7. Inserted by Notification No. A5-95489/2011 dated 10-1-2012 (C.S. No. 17) w.e.f. 10-1-2012.
8. Renumbered by ibid.
9. Inserted by Notification No. A5-24118/2010 dated 2-4-2011 (C.S. No. 9) w.e.f. 2-4-2011.
10. Renumbered by ibid.
11. Substituted by Notification No. A5-59139/2009 dated 12-7-2012 (C.S. No. 22) w.e.f. 12-7-2012.

Sub Division 6

1. ¹[Private Secretary (Higher Grade) to Judge]
2. Private Secretary to Judge
3. ¹[Personal Assistant (Selection Grade) to Judge]

Sub Division 7

1. Chief Librarian
2. Librarian
3. Reference Librarian
4. Assistant Librarian.

Sub Division 8

1. Security Officer

Sub Division 9

1. Head Translator

Sub Division 10

- ²[1. Office Superintendent (Higher Grade)]
- ³[2] Office Superintendent

Sub Division 11

1. Superintendent (Vehicles)
- ⁴[2. Electronic Data Processing Officer]
- ⁵[3. Assistant Engineer]

Sub Division 12

1. Deputy Superintendent of Police
2. Circle Inspector of Police
3. Head Constable
4. Police Constable

1. Substituted by Notification No. A5-91620/2014 dated 5-2-2015 (C.S. No. 33) w.e.f. 5-2-2015.
2. Inserted by Notification No. A5-95489/2011 dated 13-3-2012 (C.S. No. 19) w.e.f. 1-2-2011.
3. Renumbered by *ibid*.
4. Inserted by Notification No. A5-95489/2011 dated 12-4-2012 (C.S. No. 20) w.e.f. 12-4-2012.
5. Inserted by Notification No. A2-24804/2007/A6/A5 dated 6-2-2014 (C.S. No. 29) w.e.f. 6-2-2014.

DIVISION II**Sub Division 1**

1. ¹[Assistant Section Officer]
2. Senior Grade Assistant
3. Assistant/Junior Accountant

Sub Division 2

1. ²[Personal Assistant (Grade I) to Judge]
2. ²[Personal Assistant (Grade II) to Judge]
3. Confidential Assistant Grade II

Sub Division 3

1. ³[Selection Grade Computer Assistant]
2. ³[Senior Grade Computer Assistant]
3. ³[Computer Assistant Grade I]
4. ³[Computer Assistant Grade II]

Sub Division 4

1. Selection Grade Typist Copyist
2. Senior Grade Typist Copyist
3. Typist Copyist Grade I
4. Typist Copyist Grade II

Sub Division 5

- ⁴[1] Translator (Higher Grade)
- ⁵[2] Translator
- ⁵[3] Translator (Kannada)

Sub Division 6

1. Cataloguer
2. Senior Grade Library Assistant
3. Higher Grade Library Assistant
4. Library Assistant

Sub Division 7

- ⁶[1. Overseer Grade II]

1. Substituted by Notification No. A2-12693/2013 dated 22-7-2013 (C.S. No. 27) w.e.f. 22-7-2013.
2. Substituted by Notification No. A5-91620/2014 dated 5-2-2015 (C.S. No. 33) w.e.f. 5-2-2015.
3. Substituted by Notification No. A2-18073/2014 dated 11-7-2014 (C.S. No. 30) w.e.f. 11-7-2014.
4. Inserted by Notification No. A5-95489/2011 dated 10-1-2012 (C.S. No. 17) w.e.f. 10-1-2012.
5. Renumbered by ibid.
6. Substituted by Notification No. A2-24804/2007/A6/A5 dated 6-2-2014 (C.S. No. 29) w.e.f. 6-2-2014.

Sub Division 8

- ¹[1. Head Chauffeur]
²[xxxx]
- ³[2] Chauffeur Grade I
- ³[3] Chauffeur Grade II

Sub Division 9

- 1. Motor Car Mechanic Grade II

Sub Division 10

- 1. Clerical Assistant (Higher Grade)
- 2. Clerical Assistant

Sub Division 11

- ¹[1. Telephone Operator (Higher Grade)]
- ⁴[2] Telephone Operator

Sub Division 12

- 1. Photocopier Operator
- 2. Duplicator Operator

Sub Division 13

- 1. Binder (Higher Grade)
- 2. Binder
- ⁵[3. Electrician]
- 4. Plumber
- ⁶[4A. Plumber/Pump Operator]
- ⁷[5. Lift Operator (Higher Grade)]
- ⁸[6]. Lift Operator
- ⁸[7]. Carpenter

1. Inserted by Notification No. A5-95489/2011 dated 10-1-2012 (C.S.No. 17) w.e.f. 10-1-2012.
 2. Deleted the entry 'Senior Grade Chauffeur' by Notification No. A2-76452/2014 dated 25-9-2014 (C.S. No. 31).
 3. Renumbered by *ibid*.
 4. Renumbered by No. 1 *ibid*.
 5. Substituted by Notification No. A3-65607/2008 dated 16-3-2011 (C.S.No.7) w.e.f. 16-3-2011.
 6. Inserted by Notification No. A6-48358/2011 dated 8-11-2011 (C.S.No.16) w.e.f. 8-11-2011.
 7. Inserted by Notification No. A5-95489/2011 dated 10-1-2012 (C.S.No.17) w.e.f. 10-1-2012.
 8. Renumbered by *ibid*.

Sub Division 14

1. Care Taker

Sub Division 15

1. Attender Grade I
2. Attender Grade II

Sub Division 16

- ¹[1. Facility Assistant]

DIVISION III

1. Civil Sergeant

DIVISION IV

1. Head Gardener
2. Gardener
3. Helper
4. Duffadar

- ²[5. Court Keeper (Higher Grade)]

- ³[5A. Court Keeper]

6. ⁴[Higher Grade Office Attendant/Last Grade Employee Grade I]
7. ⁴[Office Attendant]
8. Vacuum Cleaner Operator
9. Watchman
10. Cook
11. ⁴[Sweeper-cum-Office Attendant]
12. Sweeper
13. Sanitation Worker

1. Inserted by Notification No. A2-39232/2016 dated 11-5-2016 (C.S. No. 35) w.e.f. 11-5-2016.

2. Inserted by Notification No. A3-66638/2012 dated 14-2-2012 w.e.f. 1-2-2011.

3. Renumbered by *ibid*.

4. Substituted by Notification No. A3-54407/2012 dated 13-12-2012 (C.S. No. 23) w.e.f. 13-12-2012.

5. *Appointing Authority*.—The Chief Justice shall be the appointing authority for all categories, but the Registrar General may subject to the control of the Chief Justice, make appointments to categories in Divisions III and IV:

Provided that—

- (1) the Registrar General may post any member of the Service in Divisions II and IV from one category to another on the same scale of pay for which he is qualified;
- (2) reappointment to any post other than a post in Division I shall be made by the Registrar General.

6. (1) *Method of appointment*.—Appointment to any of the categories in the Service shall be as per the methods prescribed in Column (3) of Annexure I to these Rules:

Provided that the Chief Justice may appoint a duly qualified member of another service as defined in Rule 2 (15) of the Kerala State and Subordinate Services Rules, 1958 or the service of a Local Self Government Institution or a Statutory Corporation or Public Sector Undertaking under the State Government or any University to a vacancy in any category for the filling up of which recruitment by transfer is a method of appointment prescribed under these Rules:

Provided further that the Chief Justice may borrow the services of an officer belonging to any other service under Government of Kerala or the Central Government or a High Court or Local Self Government Institution or a Statutory Corporation or Public Sector Undertaking under the State Government or any University and appoint him to a post in the Service for a term:

Provided further that the Chief Justice may, if he is satisfied that members of the Scheduled Caste and Scheduled Tribes are not adequately represented in any category or categories in the Service, make a special recruitment to such number of posts in such category or categories as are required to make up the deficiency or part thereof and candidates so recruited may be appointed to any of the existing vacancies in the category or to any supernumerary posts created for the purpose of such appointment. The educational and special qualifications, age, experience and the method of appointment for the special recruitment shall be those specified by the Chief Justice for the purpose of each such recruitment. Where the special recruitment is made to a vacancy which is not permanent, the person appointed may, notwithstanding anything contained in Rule 16, be retained in the category till he is absorbed in a permanent vacancy.

(2)—¹[Notwithstanding anything contained in these Rules, the Chief Justice, may fill up the post of Director, (Academics), Kerala Judicial Academy by appointing a person who has held the post of a Judge of the High Court. The appointment shall be for a term of three years from the date on which he enters upon his office and at the discretion of the Chief Justice, be extendable for a further period of two years. The person appointed shall be entitled to the salary, allowances and perquisites as that of a Judge of the High Court:

Provided that where the Director (Academics), is in receipt of pension in respect of his previous service as a Judge of the High Court, his salary as Director (Academics) shall be reduced—

1. Inserted by Notification No. A5-116177/2016 dated 22-12-2016 (C.S. No. 38) w.e.f. 22-12-2016.

- (a) by the amount of that pension;
- (b) if he has received in lieu of a portion of the pension due to him in respect of such previous service, the commuted value thereof, by the amount of pension he would have received had he not availed of the facility of commutation;
- (c) The other conditions of service relating to provision for rent free accommodation, conveyance facilities, medical facilities, leave travel concession and other conditions of service as are, for the time being, applicable to a Judge of a High Court under the High Court Judges (Conditions of Service) Act, 1954 and the rules made thereunder shall, so far as may, apply to the post of Director (Academics), Kerala Judicial Academy.

(3) *Joining time.*—Candidates appointed to any category in the Service by direct recruitment method shall have to join duty within a period of ¹[10] days from the date of receipt of the appointment order. If they fail to join duty within the prescribed period, their appointments will be treated as cancelled:

Provided that extension of joining time for a period of 45 days may be granted in deserving cases.

7. Procedure for direct recruitment and preparation of Rank List.—

(1) Subject to Rule 40 (3), all appointments by direct recruitment shall be made from a Rank List prepared after due process of selection, including written test or interview or both, wherever required, commencing from publication of notification inviting applications from qualified hands:

²[Provided that the vacancies shall be advertised in at least two newspapers, one of which in vernacular language having wide circulation in the State. In addition thereto, the names may be requisitioned from the local Employment Exchange and the vacancies may also be advertised by other modes e.g. Employment news

Provided further that a Judge on his appointment shall be provided with two office Attendants and a Part-time Sweeper to his personal staff].

³[Provided further that a Judge may, In lieu of one Office Attendant as prescribed by ^{2nd} proviso, engage a co-terminus Sevak, who shall work with the Judge at his pleasure, whose service conditions shall be such as may be prescribed by the Chief Justice from time to time. However, the above option can be exercised only by those Judges who have not made nomination as per the ^{2nd} proviso, as it stood before its substitution].

(2) ²[Rank List prepared for appointment by direct recruitment to the Service shall remain in force for a minimum period of one year from the date on which it is brought into force and shall continue to remain in force until the publication of a fresh list or till the expiry of two years, whichever is earlier.]

1. Substituted by Notification No. A2-39873/2007 dated 5-2-2009 (C.S.No.3) w.e.f. 5-2-2009.
 2. Substituted by Notification No. A3-21962/2014 (1) dated 9-10-2017 (C.S.No.46) w.e.f. 9-10-2017.
 3. Substituted by Notification No. A3-21962/2014 dated 14-11-2017 (C.S.No.48) w.e.f. 14-11-2017.

8. *Qualifications.*—(1) *General*—No person shall be eligible for appointment to the service by direct recruitment, unless he satisfies the appointing authority that he—

- (a) is a citizen of India,
- (b) is of sound health, active habits and free from bodily defect or infirmity which renders him unfit for service,
- (c) is of good character, conduct and antecedents,
- (d) has completed 18 years but not attained ¹[36] years of age as on the first day of January of the year in which the notification inviting applications is published.

Provided that—

- (i) the upper age limit prescribed shall not apply to appointments to Sub Divisions 1 and 2 of Division I;
- (ii) the upper age limit shall be raised by five years in the case of a person belonging to a Scheduled Caste or a Scheduled Tribe and by three years in the case of a person belonging to the Other Backward Classes;
- (iii) in appointments to the post of Assistant, by direct recruitment, members of the Service in categories having pay scales below that of Assistant are eligible to compete for selection, provided they have not attained 40 years of age as on the date prescribed in the notification, and appointment offered to any of them shall be against open competition vacancy only.
- (iv) upper age limit shall not be applicable for appointment of Part-time contingent employees of the High Court to the Service provided they have not attained the age of 50 years.
- ²[(v) in the case of a candidate who is an Ex-serviceman or Ex-general Reserve Engineer Force person or a disembodied Territorial Army person, the period of his service in the defence forces or in the General Reserve Engineer Force or in the Territorial Army, as the case may be and the period of unemployment on discharge upto a maximum of five years shall be excluded in reckoning the age for his eligibility for appointment, subject to the condition that in no case the upper age limit shall exceed 50 years.]
- ³[(vi) the physically handicapped candidates shall be eligible for age concession in accordance with the orders issued by the State Government in this regard from time to time, subject to the condition that in no case the upper age limit shall exceed 50 years.]

(2) *Educational and Special Qualifications.*—(i) Subject to the other provisions in these Rules, the educational and special qualifications, if any, for appointment to a category shall be as specified in column 4 of Annexure I or

1. Substituted by Notification No. A1-462117/2012 dated 2-4-2013 (C.S.No.26) w.e.f. 1-4-2012.
 2. Modified by Notification No. A2-39873/2007 dated 5-2-2009 (C.S.No.3) w.e.f. 5-2-2009.
 3. Inserted by Notification No. A3-40745/2013 dated 18-12-2017 (C.S.No.49).

those prescribed by orders of the Chief Justice as equivalent qualifications. Members of the Service who attain the age of 50 years shall be eligible for permanent exemption from possessing the special qualifications prescribed:

Provided that the Chief Justice may by order exempt any officer or a class of officers on the basis of his or their age and experience from possessing the special qualifications:

¹[Provided further that in the case of direct recruits and Assistants appointed by transfer under Rule 20(2)(d), special qualifications prescribed in column (5) of Annexure I, may be acquired within their period of probation or where the period is extended, within the extended period.]

Explanation.—Special qualification means departmental test conducted by the High Court or the Kerala Public Service Commission but does not include Judicial Test (Higher).

(ii) The Chief Justice may order the imparting of training to ²[Personal Assistant (Grade II) to Judge] and Confidential Assistant Grade II in English usage, grammar and legal language and direct clearance in such training as an obligatory qualification for the persons appointed to the above said categories for further promotion in the direct line of promotion.

(iii) The Chief Justice may, in appointments by direct recruitment, restrict the eligibility to apply prescribing higher qualifications of first or second class or higher grade in the qualifying examination, for any category or post.

9. *Reservation of Appointments for Scheduled Castes/Scheduled Tribes and Other Backward Classes.*—The rules for the time being in force in the General Rules in Part II of the Kerala State and Subordinate Services Rules, 1958, regarding reservation of appointments for Scheduled Castes/Scheduled Tribes and Other Backward Classes shall apply to direct recruitments to the Service.

10. *Exemption from passing tests.*—Notwithstanding anything contained in Rule 8(2)(i) where a pass in departmental test is prescribed as special qualification for promotion or declaration of probation for any category, grade or post, a member already in service belonging to Scheduled Caste or Tribe who has not passed the test but who is otherwise qualified for appointment to such category, grade or post may be appointed thereto granting temporary exemption from special qualifications for such period as the Chief Justice may order from time to time. If the member so appointed does not pass the test within the said period of exemption, he shall be reverted to the category, grade or post from which he was so appointed and shall not again be eligible for appointment under this rule:

Provided that a person so reverted shall not by reason only of his appointment under this rule be entitled to any preferential claim to future appointments to any category, grade or post as the case may be, to which he had been appointed under this rule.

1. Modified by Notification No. A2-39873/2007 dt. 5-2-2009 (C.S.No.3) w.e.f. 5-2-2009.

2. Substituted by Notification No. A5-91620/2014 dated 5-2-2015 (C.S. No. 33) w.e.f. 5-2-2015.

11. *Reservation of vacancies to specified categories of applicants.—*

(1) Notwithstanding anything contained in these Rules, the Chief Justice may fill up such number of vacancies not exceeding 10%, for compassionate appointment from among the dependents of the staff of the High Court who die-in-harness and dependents of Advocates practising in the High Court and the dependents of registered clerks of Advocates who die while in active practice or on employment as the case may be. Depending upon the qualifications of the applicant, such appointment shall be confined to the following categories:

- (a) Assistant
- (b) ¹[Computer Assistant Grade II]
- (c) Typist Copyist Grade II
- (d) ²[Office Attendant]

Such appointment shall be subject to the following conditions:

- (i) 10% of the vacancies mentioned shall mean 10% of the vacancies arising in the categories mentioned above in an year.
- (ii) The dependents of Advocates or Advocates' Clerks who die while in practice or in employment, after completion of the age of 58 years shall not be considered for appointment.
- (iii) Only one dependent of a deceased will be appointed under this rule.
- (iv) No dependents other than widow/widower, son or daughter shall be considered as dependent of the deceased.
- (v) Applications received within three years of the date of death alone shall be considered. ³[If the deceased had no major son or daughter at the time of death, application received within three years of the eldest son or daughter attaining the age of majority shall also be considered.]
- (vi) In the application all other major dependents shall record their consent for granting employment assistance in favour of the applicant, except in the case of widow or widower. Such consent shall be countersigned by any gazetted officer of the State Government or Central Government or any gazetted officer of the High Court. In the case of any dispute among the dependents, the candidate nominated by widow/widower shall be appointed. ³[Legal heirship certificate and a certificate from the Revenue Officer not below the rank of a Tahsildar that the applicant was the dependent of the deceased shall also be produced along with the application.]

1. Substituted the entry Typist Grade II by Notification No.A2-18073/14 dated 11-7-2014 (C.S.No.30) w.e.f. 11-7-2014.

2. Substituted by Notification No.A3-54407/12 dated 13-12-2012 (C.S.No.23) w.e.f. 13-12-2012.

3. Substituted by Notification No.A2-46274/15/A3 dated 20-6-2017 (C.S.No.42) w.e.f. 20-6-2017.

- (vii) ¹[Appointment shall not be given, if the actual income available to all members of the family of the deceased from all sources other than family pension exceed 3 lakhs, or the upper income limit prescribed by the Government from time to time in this regard, whichever is higher. The applicant shall produce an income certificate concerning the family of the deceased issued by a Revenue Officer not below the rank of a Tahsildar.]
- (viii) The Chief Justice shall in appropriate cases, cause an enquiry into the details furnished in the application through the Collector of the District where the deceased was residing during the last five years preceding the date of death of the deceased and/or of the applicant.
- (ix) The appointee shall possess all qualifications prescribed for the post to which he is appointed and shall satisfy all other conditions for direct recruitment.
- (x) Upper age limit for direct recruitment shall not be applicable to the widow/widower provided the appointee has not attained the age of 50 years. In the case of unemployed son or daughter, the maximum age for appointment shall be relaxed by five years, over and above the age limit prescribed for direct recruitment.
- (xi) ²[Priority among the applicants shall be determined with reference to the date of submission of valid application subject to the fulfillment of other conditions prescribed in sub rule (1) of Rule 11. If more than one valid application is received on the same day, priority will be determined based on the date of death of the deceased. The application will be considered 'valid' only if all the documents specified in the Rules are enclosed with the application. If any defect is noticed at any stage of the verification of the documents, the date of resubmission of the application after curing the defect will be treated as the date of submission of valid application. Valid applications received as above alone shall be registered in the Register maintained for this purpose. The Chief Justice will have the discretionary power in appropriate cases to appoint any applicant otherwise than in accordance with the priority recorded in the Register.]

(2) Three per cent of the vacancies arising every year in the following categories shall be filled up by appointing physically handicapped persons satisfying the criteria laid down in Rule 9(e) of Part II of the Kerala State and Subordinate Service Rules, 1958:

1. ³[Computer Assistant Grade II]
2. Telephone Operator

1. Modified by Notification No.A2-39873/2007 dated 25-2-2009 (C.S.No.4) w.e.f. 25-2-2009.
 2. Substituted by Notification No.A2-46274/15/A3 dated 20-6-2017 (C.S.No.42) w.e.f. 20-6-2017.
 3. Substituted the entry 'Typist Grade II' by Notification No.A2-18073/2014 dated 11-7-2014 (C.S.No.30) w.e.f. 11-7-2014.

3. Typist Copyist Grade II
4. Clerical Assistant
5. Binder
6. Lift Operator
7. Duplicator Operator
8. Gardener
9. ¹[Office Attendant]

Provided that the persons with partial blindness or low vision will be eligible for appointment to the categories of Clerical Assistant, Duplicator Operator and Gardener only.

12. *Security*.—²[The Chief Accountant, Section Officer and Junior Accountant in the Accounts Section, assigned with cash handling and the Chief Librarian, shall carry a security of ₹ 10,000, ₹ 5,000, ₹ 5,000 and ₹ 5,000 respectively. Fidelity guarantee bonds shall be taken from the State Insurance Department for the persons appointed to the said posts].

13. *Probation*.—(a) Every person appointed to any of the categories shall from the date on which he joins duty, be on probation—

- (i) if recruited direct or by transfer from any other service or, by appointment by transfer to the post of Assistant from lower categories; for a total period of two years on duty within a continuous period of three years; or
- (ii) if appointed by promotion or by transfer other than to the post of Assistant, for a period of one year on duty within a continuous period of two years.

³[Provided that incumbents appointed to the categories mentioned in Rule 17(1) & (2), by transfer need not undergo probation in the category. It would be sufficient if their satisfactory work and conduct are recorded on completion of one year duty in the category.]

⁴[Provided further that the period of probation for persons appointed to selection categories enumerated under Rule 20(1)(a) by promotion shall be six months on duty within a continuous period of one year.]

(b) ⁵[xxx]

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1. Substituted by Notification No.A3-54407/12 dated 13-12-2012 (C.S.No.23) w.e.f. 13-12-2012.
 2. Substituted by Notification No.A5-56394/2015 dated 24-10-2016 (C.S.No.37) w.e.f. 24-10-2016.
 3. Inserted by Notification No.A5-6858/2011 dated 20-7-2011 (C.S.No.13) w.e.f. 20-7-2011.
 4. Inserted by Notification No.A5-5554/2011 dated 20-7-2011 (C.S.No.14) w.e.f. 1-1-2011.
 5. Deleted by Notification No.A2-39873/2007 dated 5-2-2009 (C.S.No.3) w.e.f. 5-2-2009.

(c) A probationer in any category of the Service, who is appointed to a post carrying an equivalent or higher scale of pay, in this Service or any other service in the Judicial department, shall be entitled to count towards his probation in the former category any period of duty in the latter post, if during such period he would have held a post in the former category, but for such appointment.

(d) A member of the Service deputed in public interest to discharge the duties of another post ¹[carrying equivalent or higher emoluments] in any other service shall be eligible to count the period of such deputation for probation in the category in which he was a probationer at the time of his deputation or would have been a probationer but for his deputation, provided the competent authority of the service to which the member is deputed certifies that the member's work and conduct during the period of deputation are satisfactory.

(e) When a probationer has appeared within the period of probation for any special qualification tests, and the results of the tests are not known before the expiry of the period of probation, such period shall stand extended until the publication of the results and on publication of the results, if the probationer is found to have passed the test, his probation shall be declared with effect from the date on which he satisfactorily completed the prescribed period of probation.

(f) Where there are more than one grade to the same category and duties and responsibilities attached to the various grades are one and the same, and the appointment to the higher grades are made by promotion from the lower grades, then the probation shall be insisted only in the lowest grade to such category.

14. (1) *Discharge of Probationer.*—The appointing authority may at any time at its discretion, by order, terminate the probation of a probationer and discharge him after giving him a reasonable opportunity of showing cause against the action proposed to be taken.

(2) *Consequences of failure to pass tests.*—If a probationer fails to acquire the prescribed special qualification within the prescribed or extended period of probation, the appointing authority shall, by order, discharge him from Service.

1. Substituted for the words 'in an equivalent or higher scale of pay' by Notification No.A1-24397/2016 dated 20-10-2016 (C.S.No.36) w.e.f. 20-10-2016. **Explanatory Note:** (This does not form part of the amendment, but is intended to indicate its general purport):—As per the existing rules when a probationer is deputed to another service, the period spent on deputation will not be counted towards declaration of probation unless the deputed post carries a scale of pay equivalent to or higher than that of the post held in the High Court establishment. It has been pointed out that though the rule is clear and reasonable as far as deputation to the posts following State Government pattern of scale of pay are concerned, the said rule causes a lot of hardship to the members opting for deputation to other services which follow a scale of pay of pattern, different from that of the State Government pattern. The amendment is intended to tide over this situation.

(3) *Completion of probation.*—If at the end of the prescribed or extended period of probation as the case may be, the appointing authority considers the probationer to be suitable for full membership, it shall issue an order declaring the probationer to have satisfactorily completed his period of probation. On the issue of such order, the probationer shall be deemed to have satisfactorily completed his probation on the date of expiry of the prescribed or extended period of probation as the case may be.

(4) *Discharge at the end of probation.*—If at the end of the prescribed or extended period of probation, as the case may be, the appointing authority does not consider the probationer suitable for full membership, it shall discharge him from the Service after giving him a reasonable opportunity of showing cause against the action proposed to be taken.

15. *Extension of probation.*—In the case of a probationer failing to acquire the special qualifications or pass the prescribed test or his suitability for full membership is found wanting, the appointing authority may extend his probation for a maximum period of two years, to enable him to acquire special qualifications or pass the prescribed test, as the case may be, or to enable the appointing authority to decide whether the probationer is suitable for full membership or not. Extension of probation beyond two years may, however, be ordered by the Chief Justice if found necessary. In cases where the probation of a probationer is extended, a condition shall, unless there are special reasons to the contrary, be attached to the order of extension of probation, that the probationer's increment shall be stopped until he is declared to have satisfactorily completed his probation. If, however, the probationer has already drawn an increment his next increment shall be postponed until he is declared to have satisfactorily completed his probation and by the period for which his probation is extended. Such stoppage of increment shall not be treated as penalty but only as a condition of extension of probation and shall not have the effect of postponing future increments after he has passed the prescribed tests or examinations or after he is declared to have satisfactorily completed his probation.

16. (a) *Discharge of probationers and approved probationers for want of vacancy.*—Probationers and approved probationers shall be discharged for want of vacancy in the following order:

- (i) First, the probationers in order of juniority; and
- (ii) Second, the approved probationers in order of juniority.

(b) *Reappointment.*—Approved probationers and probationers, who have been discharged for want of vacancies shall be reappointed as vacancies arise in the following order:

- (i) First, the approved probationers in order of seniority; and
- (ii) Second, the probationers in order of seniority.

(c) *Discharge and reappointment in exceptional cases.*—The order of discharge or reappointment prescribed above may be departed from in cases where its observance would involve exceptional administrative inconvenience.

(d) *Right of reappointment.*—Subject to the provisions of these Rules, a vacancy in any category of the Service shall not be filled by the appointment of a person who has not yet commenced his probation in that category when an approved probationer or probationer in such category discharged for want of vacancy is available for reappointment to that category.

17. (1) Notwithstanding anything contained in any orders of appointment or promotion or an order declaring probation, the existing incumbents in the categories of Private Secretary to the Chief Justice, Personal Assistant to the Chief Justice and Additional Personal Assistant to the Chief Justice may be posted back to his parent cadre from which he was appointed, by the Chief Justice and in that event he shall be granted promotion/(s) which he would have obtained had he not been absent from the parent cadre.

(2) The above sub rule will mutatis mutandis apply to the existing incumbents in the categories of Public Relations Officer, Protocol Officer, ¹[Additional Public Relations Officer], ²[Assistant Protocol Officer (Higher Grade)], Assistant Protocol Officer, Finance Officer, ³[Court Officer to the Chief Justice], ⁴[Accounts Officer], Librarian, Reference Librarian, Assistant Librarian, ⁵[Chief Accountant], Head Translator, Cataloguer, ²[Translator (Higher Grade)], Translator, Translator (Kannada) and ⁶[Facility Assistant] and they may be posted back to their parent cadre at any time by the Chief Justice.

(3) The appointees to the posts referred to in sub rules (1) and (2) shall hold office during the pleasure of the Chief Justice and on their posting back to their parent cadre they shall be granted all service benefits which they would have obtained had they not been absent from duty in the parent cadre.

1. Inserted by Notification No.A5-77447/2005 dated 18-3-2011 (C.S.No.8) w.e.f. 18-3-2011 and substituted by Notification No. A5-11632/2015 dated 8-6-2017 w.e.f. 8-6-2017.

2. Inserted by Notification No.A5-95489/2011 dated 10-1-2012 (C.S.No.17) w.e.f. 10-1-2012.

3. Inserted by Notification No.A5-5929/2010 dated 12-7-2011 (C.S.No.12) w.e.f. 12-7-2011.

4. Inserted by Notification No.A5-24118/2010 dated 2-4-2011 (C.S.No.9) w.e.f. 2-4-2011.

5. Substituted by Notification No.A5-59139/2009 dated 12-7-2012 (C.S.No.22) w.e.f. 12-7-2012.

6. Inserted by Notification No.A2-39232/2016 dated 11-5-2016 (C.S.No.35) w.e.f. 11-5-2016.

(4) The Chief Justice, if he thinks fit, may pass orders granting pay protection to the existing incumbents in service on the date of enforcement of these rules who are reverted under sub rule (3).

18. *Appointment as full members.*—An approved probationer shall, if a substantive vacancy in the permanent cadre of the category for which he was selected exists, be appointed to be a full member of the Service in such category at the earliest possible opportunity, and if such vacancy existed from a date previous to the issue of the order of appointment as full member, he may be so appointed with retrospective effect from such date or, as the case may be, from a subsequent date from which he was continuously on duty as a member of the Service in such category or in a higher category:

Provided that—

(1) Where more than one approved probationer is available for such appointment, the senior most on the date of occurrence of vacancy shall be appointed;

(2) A member of the Service completing his probation earlier than another member of the Service senior to him by virtue of completion of probation alone, shall not be confirmed before the member senior to him. A senior member shall be confirmed according to his seniority in the Service after he completes satisfactorily the period of his probation.

Explanation.—An approved probationer who has been on leave or on other duty shall be deemed to be on duty as a member of the Service in the category concerned if he would have been on duty in such category or in a higher category but for his absence on leave or on other duty.

19. *Seniority.*—(1) (a) Seniority of a member in a category shall, unless he has been reduced to a lower rank as punishment, be determined by the date of his first appointment to such category:

Provided that where the initial appointment is temporary, seniority shall be determined by the date on which he commences probation;

(b) Where any difficulty or doubt arises in applying this Rule, seniority shall be determined by the appointing authority.

(2) Where two or more persons are simultaneously appointed to a category, their order of seniority shall be fixed by the order in which their names appear in the order of appointment.

20. *Promotion and appointment by transfer.*—(1) (a) The following categories shall be treated as selection categories for promotion which shall be made on ground of merit and ability, seniority being considered only where merit and ability are approximately equal:

1. Registrar General
2. Registrar (Subordinate Judiciary)
3. Registrar (Judicial)
4. ¹[Registrar (Administration)]
5. Registrar (Finance)
6. Additional Registrar (General Administration)
7. Joint Registrar
8. Deputy Registrar
9. Assistant Registrar
10. ²[Filing Scrutiny Officer]
11. ³[Section Officer/Court Officer]
12. Private Secretary to Judge
13. Chief Librarian
14. Librarian
15. Reference Librarian
16. Assistant Librarian
17. Head Translator
18. Office Superintendent.

(b) In all other cases promotion shall be on the basis of seniority subject to fitness.

(2) (a) One fifth of the posts of Assistant Registrars shall be filled up by promotion of graduates (other than law graduates) working in the category of Section Officer (Higher Grade)/Court Officer (Higher Grade), subject to the following conditions:

- (i) they must have completed 50 years of age;
- (ii) they must be willing to be appointed as Assistant Registrars;
- (iii) their capacity and competence to hold the post must be certified by a committee consisting of Registrar General, Registrar (Subordinate Judiciary) and Registrar (Judicial);

1. Inserted by Notification No. A5-38926/2007 dated 19-11-2008 (C.S. No. 2) w.e.f. 19-11-2008.

2. Substituted the entry 'Court Fee Examiner' by Notification No. A5-59363/2012 dated 2-7-2015 (C.S. No. 34) w.e.f. 2-7-2015.

3. Substituted by Notification No. A5-95489/2011 dated 12-4-2012 (C.S.No. 20) w.e.f. 12-4-2012.

- (iv) if a qualified non law graduate is not available for promotion on the date of occurrence of vacancy, it shall be filled up by eligible law graduate:

Provided that an eligible law graduate who is senior shall not be superseded by a non law graduate by the application of this clause.

¹[*Explanation.*—Seniority in the category of Section Officer (Higher Grade)/Court Officer (Higher Grade) shall be a criteria for being considered for promotion, as prescribed in Annexure I of the Rules, to the category of Assistant Registrar.]

(b) Appointment as ¹[Section Officer/Court Officer] shall be made from among ²[Assistant Section Officer], ³[Personal Assistant (Grade I) to Judge], Translator, Translator (Kannada), Cataloguer, ⁴[Selection Grade Computer Assistant] and Selection Grade Typist Copyist. Inter se seniority among these categories will be determined with reference to their date of appointment as Assistant, ³[Personal Assistant (Grade II) to Judge], Translator, Translator (Kannada), Cataloguer, ⁴[Computer Assistant Grade I] and Senior Grade Typist Copyist, provided that Assistants appointed prior to 25-3-2006, shall be entitled to seniority with effect from the date of appointment as Assistant Grade I or 25-3-2006 whichever is earlier. The senior most in the category of ¹[Section Officer/Court Officer] shall be promoted as Section Officer (Higher Grade)/Court Officer (Higher Grade):

Provided that for the posts sanctioned as Section Officer, Law Degree/Judicial Test (Higher) prescribed as a general qualification shall not be insisted for promotion from the categories of ²[Assistant Section Officer] and ³[Personal Assistant (Grade I) to Judge]. Of the sanctioned posts of Section Officers, four shall be reserved for promotion from the category of ³[Personal Assistant (Grade I) to Judge] and the rest be filled up from the category of ²[Assistant Section Officer] subject to passing of Account Test (Lower), High Court Office Procedure Test, Civil Judicial Test and Criminal Judicial Test in addition to holding of University Degree.

Explanation 1.—Incumbents promoted from the post of Personal Assistant to Judge to the post of ¹[Section Officer/Court Officer] may be ordered to be posted in exigencies of service to work as Personal Assistant to Judge. In such

1. Inserted by Notification No. A5-95489/2011 dated 12-4-2012 (C.S. No. 20) w.e.f. 12-4-2012.
 2. Substituted by Notification No. A2-12693/2013 dated 22-7-2013 (C.S. No. 27) w.e.f. 22-7-2013.
 3. Substituted by Notification No. A5-91620/2014 dated 5-2-2015 (C.S. No. 33) w.e.f. 5-2-2015.
 4. Substituted by Notification No. A2-18073/2014 dated 11-7-2014 (C.S. No. 30) w.e.f. 11-7-2014.

cases, they shall be considered for further promotion according to their turn to higher posts of Private Secretary to Judge and ¹[Private Secretary (Higher Grade) to Judge]. They shall also be considered for promotion as Section Officer (Higher Grade)/Court Officer (Higher Grade) and higher posts according to their turn. The incumbent shall opt which of the promotions in the two channels shall be regular and which shall be notional. Subject to the orders passed in exigencies of service, he shall normally be allowed to work in the post carrying the higher scale of pay among the two promotion posts.

Explanation 2.—¹[Personal Assistant (Grade I) to Judge] promoted as ¹[Personal Assistant (Selection Grade) to Judge] before his turn arose for promotion as ²[Section Officer/Court Officer] shall also be considered according to his turn for promotion notwithstanding his promotion as ¹[Personal Assistant (Selection Grade)] to Judge.

²[*Explanation 3.*—Seniority in the category of Section Officer/Court Officer shall be reckoned with effect from the date of appointment as Section Officer/Court Officer/Court fee Examiner or from the date of first appointment to any of the posts of Section Officer or Court Officer or Court fee Examiner under the repealed Rules subject to the restriction that the seniority of Court fee Examiner appointed under the repealed Rules shall be reckoned only with effect from 21-5-2004 or from the date of appointment whichever is later.]

Explanation 4.—Court Officers who are in service on the date of coming into force of these Rules and who have relinquished their promotion to the post of Court Officer (Higher Grade) to work in the post of Librarian/Reference Librarian/Assistant Librarian will be notionally promoted to the post of Section Officer (Higher Grade)/Court Officer (Higher Grade) with effect from the date their turn arose, but without any monetary benefits.

(c) Notwithstanding anything contained in Rule 20 (2) (b), not more than five posts of ²[Section Officer/Court Officer] may be filled by promotion of graduates (other than law graduates) working in the categories of Translator, Translator (Kannada), ³[Selection Grade Computer Assistant], Selection Grade Typist Copyist or Cataloguer subject to the following conditions:

- (i) they must have completed 50 years of age and 20 years of total service, the service being calculated after taking into account the service from the date of appointment as Translator, Translator (Kannada), ³[Computer Assistant Grade II], Typist Copyist Grade I and Cataloguer, as the case may be;

1. Substituted by Notification No. A5-91620/2014 dated 5-2-2015 (C.S. No. 33) w.e.f. 5-2-2015.

2. Substituted by Notification No. A5-95489/2011 dated 12-4-2012 (C.S. No. 20) w.e.f. 12-4-2012.

3. Substituted by Notification No. A2-18073/2014 dated 11-7-2014 (C.S.No. 30) w.e.f. 11-7-2014.

- (ii) they must be willing to be appointed as Court Officers;
- (iii) their capacity for bench work/supervision must be certified by a committee consisting of the Registrar General, Registrar (Judicial) and the Joint Registrar;
- (iv) a law graduate who is senior to a non law graduate shall not be superseded by a non law graduate by the application of this clause.

(d) The members of the Service working in different categories in Divisions II, III and IV with scales of pay lower than that of Assistant shall be eligible for appointment to ten per cent of the cadre strength of Assistant if they are in possession of a University Degree, and found suitable by the Chief Justice for such appointment, subject to the following conditions:

- (i) direct recruits to the categories of ¹[Computer Assistant Grade II], Typist-Copyist Grade II, Telephone Operator, Library Assistant, Clerical Assistant, Chauffeur Grade II, Motor Car Mechanic, ²[Electrician], Plumber, ³[Plumber/Pump Operator], Civil Sergeant and Care Taker, must have completed a minimum of four years regular service in one or other of the said categories and in the case of others, they must have completed either four years regular service in one or other of the above said categories or seven years of total regular service in the High Court;
- (ii) vacancies that remain unfilled for want of sufficient suitable and qualified hands, shall be filled up by direct recruitment;
- (iii) notwithstanding anything contained in these Rules, on such appointment as Assistant, they shall cease to be eligible for further promotion in their former categories;
- (iv) suitability shall be determined on the basis of a written test and interview.

(e) Promotion to the category of ⁴[Higher Grade Office Attendant/Last Grade Employee Grade I] shall be from the categories of ⁴[Office Attendant], Vacuum Cleaner Operator, ⁴[Sweeper-cum-Office Attendant], Sweeper, Sanitation Worker and Cook treating them as one category, their seniority being determined with reference to the date of their first appointment to such categories.

1. Substituted by Notification No. A2-18073/2014 dated 11-7-2014 (C.S.No.30) w.e.f. 11-7-2014.

2. Substituted by Notification No. A3-65607/2008 dated 16-3-2011 (C.S.No.7) w.e.f. 16-3-2011.

3. Inserted by Notification No. A6-48358/2011 dated 8-11-2011 (C.S.No.16) w.e.f. 8-11-2011.

4. Substituted by Notification No. A3-54407/12 dated 13-12-2012 (C.S.No.23) w.e.f. 13-12-2012.

(f) Five per cent of the total cadre strength of the category of ¹[Office Attendant] may be filled up by appointment of suitable and qualified Part-time Sweepers/Sanitation Workers in the High Court based on their seniority, provided that they have not attained the age of 50 years and for such appointment, qualification prescribed in Annexure I shall not be insisted.

(3) No member of the Service shall be eligible for promotion from the category in which he was appointed unless he is declared to have satisfactorily completed the period of probation, if any prescribed, in that category:

Provided that a probationer in a category shall not be superseded for promotion to a higher category by his junior, if the vacancy in the higher category arises within the period specified in the Rules for completion of probation in the category in which he is a probationer and if he has passed the test or tests prescribed for successful completion of probation and is otherwise eligible and suitable for such promotion; but his promotion shall be subject to the condition that he satisfactorily completes the probation in the category from which he was promoted within the period prescribed therefor, and for this purpose the period of service put in by him in the higher category shall be reckoned towards probation in the category from which he was promoted and also in the category to which he was promoted:

Provided further that if a probationer promoted in pursuance of the above proviso fails to complete his probation in the category from which he was promoted within the period prescribed therefor, his probation in the higher category shall be terminated and he shall be reverted to the category from which he was promoted, and any subsequent promotion of such person to the higher category shall not entitle such person to claim seniority in the higher category by reason only of his previous promotion in pursuance of the preceding proviso and he shall commence probation afresh in that category from the date of such subsequent promotion.

(4) Promotion which depends upon the passing of any general or departmental examination shall ordinarily be made with reference to the conditions existing at the time of occurrence of the vacancies and not with reference to those at the time when the question of promotion is taken up.

(5) Where a pass in any examination or test confers on a person the title to any right, benefit or concession, such title to the right, benefit or concession shall be deemed to have accrued on the day following the last day of the whole examination or test in which the candidate became fully qualified.

1. Substituted by Notification No.A3-54407/12 dated 13-12-2012 (C.S.No.23) w.e.f. 13-12-2012.

Explanation.—The principles in this sub rule shall apply for the drawal of increment and for promotion not involving change of duties against vacancies remaining unfilled for want of test qualified persons.

(6) Notwithstanding anything contained in these Rules, for promotion to higher categories, the qualifications prescribed for appointments to various posts as per these Rules will be inapplicable to incumbents in Service in the lower or feeder categories as on the date of coming into force of these Rules. Qualifications prescribed in the repealed Rules shall govern them for promotion.

¹[(7) (1) For appointment by transfer to a category in any of the Sub Divisions under Division II, for which no feeder category is prescribed in these Rules, priority for appointment shall be determined in the following manner:

(i) First, willing and qualified hands holding any other posts in Division II with identical scale of pay shall be considered, seniority being reckoned with effect from the date of entry into any category in Division II;

(ii) In the absence of suitable hands in such categories as provided in clause (i) above, willing and qualified hands holding any other posts in Division II with a lesser scale of pay shall be considered, reckoning seniority in the same manner as in clause (i) above;

²[(iii) In the absence of suitable hands in the categories covered by clauses (i) & (ii) above, willing and qualified hands holding any posts mentioned against categories 1 to 6 and 9 in Division IV shall be considered, seniority being reckoned with effect from the date of entry into any of the categories in Division IV.]

(iv) In the absence of suitable hands in categories covered by clauses (i) to (iii) above, willing and qualified hands holding any other posts in Division IV shall be considered, seniority being reckoned as provided in clause (iii) above.

(2) For appointment by transfer to a category in Division IV, for which no feeder category is prescribed in these Rules, priority for appointment shall be determined in the following manner:

(i) First, willing and qualified hands holding any other posts in Division IV with identical scale of pay shall be considered, seniority among them being reckoned with effect from the date of entry into any category in Division IV;

(ii) In the absence of suitable hands in categories covered by clause (i) above, willing and qualified hands holding any other post in Division IV with a lesser scale of pay shall be considered, reckoning seniority in the same manner as in clause (i) above.]

1. Inserted by Notification No. A2-82603/2009 dated 10-6-2011 (C.S.No.11) w.e.f. 10-6-2011.

2. Substituted by Notification No. A3-68046/2016 dated 10-11-2017 (C.S.No. 47) w.e.f. 10-11-2017.

21. *Temporary appointments.*—(a) Where it is necessary to fill a vacancy in the Service and there would be undue delay or administrative inconvenience in appointing a person who is qualified for or entitled to such appointment or a duly qualified person is not available, the appointing authority may appoint any other suitable person temporarily until an appointment is made in accordance with these Rules. An appointee under this rule shall as soon as possible be replaced by a regular hand:

Provided that the Chief Justice may make temporary appointments in the exigencies of service to any category de hors the conditions contained in this rule.

(b) A person appointed under sub rule (a) shall not be regarded as a probationer in the post and shall not by reason only of such appointment be entitled to any preferential claim to future appointment. If he is subsequently appointed to the post in accordance with these Rules, he shall commence his probation in the post from the date of such subsequent appointment or from such earlier date as the appointing authority may determine.

PART III

SUSPENSION, DISCIPLINARY PROCEEDINGS ETC.

22. *Suspension and Disciplinary Proceedings.*—(1) Subject to the provisions of these Rules, the provisions contained in the Kerala Civil Services (Classification, Control and Appeal) Rules, for the time being in force, relating to the suspension of and disciplinary proceedings against a Government servant, shall apply *mutatis mutandis* to suspension of and disciplinary proceedings against a member of the Service.

(2) All references to the Government in the Rules mentioned in sub rule (1) shall be treated as references to the Chief Justice.

(3) If any difficulty arises in applying any part of the Rules mentioned in sub rule (1) in the case of a member of the Service, the Chief Justice may from time to time issue such orders as are necessary for the removal of the difficulty.

23. *Penalties.*—The penalties prescribed in the Civil Services (Classification, Control and Appeal) Rules for the time being in force may for good and sufficient reason be imposed by the authorities mentioned in column (3) of Annexure II against incumbents holding the corresponding categories of posts.

24. *Power of Chief Justice to impose penalty.*—(a) Notwithstanding the fact that the Registrar General is the prescribed authority to impose a penalty under Annexure II, it shall be competent to the Chief Justice himself to impose such penalty.

(b) Where in any case, the Chief Justice has imposed or declined to impose a penalty the Registrar General shall have no jurisdiction to take proceedings in the same case.

(c) The order of the Chief Justice imposing or declining to impose any penalty in any case shall supercede any order or proceedings of the Registrar General in respect of the same case.

25. *Special provision regarding compulsory retirement in public interest.*—A member of the Service who has completed 20 years of qualifying service or attained the age of 50 years may be compulsorily retired in public interest by giving him notice of not less than three months in writing, if the Chief Justice on assessment of his record of service is of the view that such member is not fit to continue in service:

Provided that the notice intimating the proposed action shall contain the grounds on which the proposed action is taken and the person concerned shall be given an opportunity to represent against the proposed action and to be heard in person:

Provided further that no adverse confidential records shall be used against him unless he is given a chance to represent to the immediate superior officer of the reporting authority against the adverse comments seeking its expunction.

Explanation.—Record of service mentioned in the rule will be the record of any punishments imposed on the employee concerned during his service and the confidential records for the last three years.

PART IV

APPEAL AND REVIEW

26. *Appeal.*—No appeal shall lie against any order passed under the provisions of these Rules except as expressly provided hereinafter.

27. *Appeal when lies.*—Any member, including a person who has ceased to be a member, aggrieved by any of the following orders may appeal against the same as hereinafter provided namely:

- (a) an order of suspension excepting when such order is made by the Chief Justice;
- (b) an order imposing any of the penalties specified in Rule 23;
- (c) an order altering or interpreting to his disadvantage any rule by which his conditions of service are regulated;
- (d) an order reverting to a lower category or post or grade otherwise than as a penalty;
- (e) an order determining the pay and allowances payable on reinstatement for a period of suspension;
- (f) an order determining whether or not a period of suspension shall be treated as period on duty for any purpose;
- (g) an order discharging a probationer under sub rule (1) or (4) of Rule 14;
- (h) an order fixing the seniority of an officer in the service under Rule 19 (1) (b);
- (i) an order compulsorily retiring a person as per Rule 25:

Provided that no second appeal shall lie in any case.

28. *Appellate Authority.*—When the order appealed against is one passed by the Registrar General, the appeal shall be to the Chief Justice and when such order is one passed by the Chief Justice, the appeal shall be to a Bench of three Judges nominated by the Chief Justice.

29. *Period of limitation for appeal.*—No appeal shall be entertained unless it is submitted within a period of three months from the date of the order appealed against:

Provided that the appellate authority may entertain the appeal after the expiry of the said period, if it is satisfied that the appellant had sufficient cause for not submitting the appeal in time.

30. *Form and contents of appeal.*—(1) Every person submitting an appeal shall do so separately and in his own name.

(2) Every appeal shall be addressed to the Chief Justice and submitted through the Registrar General.

31. *Consideration of appeals.*—The appellate authority shall consider the appeal and all the circumstances of the case and may confirm, set aside or modify the order appealed against or remit the case to the original authority with such directions as it may deem fit, or pass such orders as it deems just and equitable:

Provided that no penalty may be enhanced except under and in accordance with the provisions contained in the Kerala Civil Services (Classification, Control and Appeal) Rules for the time being in force with regard to the enhancement of penalties in appeal.

32. *Power of Chief Justice to review.*—Notwithstanding anything contained in these Rules, the Chief Justice may, on his own motion or otherwise, review any order passed by himself or revise any order passed by the Registrar General:

Provided that no penalty may be imposed or enhanced except under and in accordance with the provisions contained in the Kerala Civil Services (Classification, Control and Appeal) Rules for the time being in force with regard to the imposition or enhancement of penalties in review.

33. *Review.*—The Registrar General may, if no appeal has been preferred against his order, review the same for sufficient reason within one month of the passing thereof.

PART V

MISCELLANEOUS

34. *Reduction in rank of a Full Member.*—If a full member of any category or grade in the Service is substantively reduced to a lower category or grade, he shall be deemed to be a full member of the latter, and the permanent cadre thereof, shall, if there is no vacancy in which he can be absorbed, be deemed to be increased by one so long as such member continues therein:

Provided that against every such addition, an officiating or temporary vacancy, if any, in such lower category or grade shall not be filled and such addition shall be absorbed against first permanent vacancy that subsequently arises in such lower category or grade as the case may be.

35. *Relinquishment of right by members.*—Any person may, in writing, relinquish any right or privilege to which he may be entitled under these Rules; and nothing contained in these Rules shall be deemed to require the recognition of any right or privilege to the extent to which it has been so relinquished.

36. *Members absent from duty.*—The absence of a member from duty, on leave except one sanctioned under Appendix XII A, Appendix XII B and Appendix XII C of Part I, Kerala Service Rules, foreign service or deputation or for any other reason and whether his lien in a post borne on the cadre of the Service is suspended or not, shall not if he is otherwise fit, render him ineligible in his turn,—

(a) for reappointment to a vacancy in the category in which he may be a probationer;

OR

(b) for promotion from a lower to a higher post in Service.

37. *Pay, allowances, leave salary, pension and other conditions of service.*—(1) Except as otherwise provided in these Rules, the compulsory retirement on superannuation of a member of the Service shall take effect from the afternoon of the last day of the month in which he attains the age of 58 years.

(2) Subject to these Rules, the Kerala Service Rules, the Government Servants Conduct Rules, the General Provident Fund (Kerala) Rules and the rules regulating the pay of the services for the time being in force applicable to the officers under the rule making power of the Governor or Government of Kerala, as the case may be, shall govern the members of the Service in the matter of their pay, allowances, leave, leave salary, pension and other conditions of service:

Provided that except with regard to salaries, allowances, leave and pension, the Chief Justice shall exercise the powers vested in the Governor or the Government under any of the aforesaid rules:

Provided further that the Chief Justice shall specifically issue orders sanctioning the grant of the scales of pay and allowances to the members of the Service in accordance with those sanctioned by the Government.

Note:—The Chief Justice is the Head of the Department as regards the member of the Service.

¹[(3) ²[Subject to Rule 37(2) of these rules, prior service of a member of the service, in the Government of Kerala or the Central Government or a Local Self Government Institution or a University coming within Rule 20 of Kerala Service Rules, Part III will be reckoned for pensionary benefits consequent on revision of pay and allowances or otherwise, as applicable to the officers under the Government of Kerala.]

38. (1) High Court shall cause to conduct a Judicial Test (Higher) for the members of the Service.

(2) The passing of the said test will be treated as equivalent to the qualification of possessing the Law Degree, for promotion/appointment by transfer to various posts, except the posts of Registrar General and Registrar (Subordinate Judiciary).

(3) Syllabus for the test shall be framed and notified by the Chief Justice.

(4) The test shall be held once in a year and unless otherwise ordered by the Chief Justice, it shall be held during the midsummer vacation:

³[Provided, however, that the Chief Justice may direct the holding of supplementary test at such time of the year as is considered necessary.]

(5) Schedule of the examination for the test, as far as possible, shall be notified at least three months in advance.

39. *Amendment to Rules.*—Amendment to these Rules shall not be made without prior publication and giving an opportunity for filing representation to the members of the Service.

40. *Repeal and Savings.*—(1) The Kerala High Court Service Rules, 1970 are hereby repealed. Subject to the provisions in these Rules, appointment/promotion/exemption orders passed under the repealed rules shall not in any way be affected by the repeal.

(2) Any dispute or claim for appointment or promotion to vacancies which arose before the commencement of these rules shall also be dealt with under the provisions of the repealed rules.

(3) Nothing contained in these rules shall be construed to limit or abridge the power of the Chief Justice to deal with the case of any member of the service or any candidate to be appointed to the service in such manner as may appear to him to be just and equitable:

Provided that, when any such rule is applicable to such member or person, the case shall not be dealt with in any manner less favourable to him than that provided by that rule.

1. Inserted by Notification No. A1-19864/2005 dated 9-3-2012 (C.S. No. 18) w.e.f. 1-1-2007.

2. Substituted by Notification No. A1-19864/2005 dated 26-9-2013 (C.S. No. 28) w.e.f. 26-9-2013.

3. Inserted by Notification No. A1-46217/2012 dated 10-7-2012 (C.S. No. 21) w.e.f. 10-7-2012.

ANNEXURE I
Division I

<i>Sub Division</i>	<i>Category</i>	<i>Name of post</i>	<i>Methods of Appointment</i>	<i>Qualifications</i>
(1)	(2)	(3)	(4)	(5)
¹ [1	1	Director (Academics) Kerala Judicial Academy	As prescribed under R. 6 (2) of these Rules]	
1	2	Registrar General	Deputation, Direct Recruitment or Promotion	Law Degree. In the case of a person recruited direct, he should be a practising advocate and should have so practised for a period of not less than 7 years.
1	3	Registrar (Subordinate Judiciary)	Deputation, Direct Recruitment or Promotion	Law Degree. In the case of a person recruited direct, he should be a practising advocate and should have so practised for a period of not less than 7 years.
1	4	Registrar (Vigilance)	Deputation from among District Judges, selected by the Chief Justice and approved by the Full Court	
² [1	5	Registrar (Recruitment & Computerisation)	Deputation from among District Judges]	

1. Inserted by Notification No.A5-116177/2016 dated 22-12-2016 (C.S. No.38) w.e.f. 22-12-2016

2. Inserted by Notification No.A5-59137/2009 dated 4-3-2011 (C.S. No.6) w.e.f. 4-3-2011

ANNEXURE I—(contd.)

Sub Division	Category	Name of post	Methods of Appointment	Qualifications
(1)	(2)	(3)	(4)	(5)
1	6	Director of Kerala Judicial Academy	Deputation from among District Judges	
1	7	Additional Director of Kerala Judicial Academy	Deputation from among District Judges	
1	7A	Registrar (Judicial)	Promotion from among Joint Registrar and if no suitable hand is available for promotion, by deputation or direct recruitment	<ol style="list-style-type: none"> 1. Law Degree or Judicial Test (Higher) 2. In the case of a person recruited direct, he should be a practising advocate and should have so practised for a period of not less than 7 years.
1[1	8	Registrar (Administration)	Deputation or Promotion from Joint Registrars. Deputation will be made from those who are holding the posts, having the scale of pay not less than that of the Joint Registrar of the High Court, in the Judicial Service, Government Service or Public Sector undertakings.	<p>Educational: Degree in Business Management or Business Administration or Judicial Administration or in Law.</p> <p>Desirable: Three years experience in middle level management].</p>

2[1	8A	Registrar (Finance)	Promotion from Joint Registrar or Direct recruitment	<p>In the case of promotion:</p> <ol style="list-style-type: none"> 1. Law Degree or Judicial Test (Higher) 2. Account Test (Higher) 3. Must have at least five years experience in accounts and financial matters. <p>In the case of direct recruitment:</p> <ol style="list-style-type: none"> 1. Law Degree 2. Degree in Business Management with Finance as one of the electives 3. Must have at least five years experience in accounts and financial matters in a managerial or supervisory post in Government or on Public Sector Undertaking <p>Special: Account Test (Higher)]</p>
1	9	Deputy Director of Kerala Judicial Academy	Deputation from among Sub Judges/ Chief Judicial Magistrates	
1	10	Assistant Director of Kerala Judicial Academy	Deputation from among Munsiff-Magistrates	

1. Inserted by Notification No. A5-38926/2007 dated 19-11-2008 (C. S. No. 2) w.e.f. 19-11-2008.
2. Inserted by Notification No. A1-111314/2016/A5 dated 18-7-2017 (C.S.No. 44) w.e.f. 18-7-2017

ANNEXURE I—(contd.)

Sub Division	Category	Name of post	Methods of Appointment	Qualifications
(1)	(2)	(3)	(4)	(5)
2	1	****	****	****
¹ [2 1A		Additional Registrar (General Administration)	Promotion from among Joint Registrar and if no suitable hand is available for promotion, by direct recruitment	<p>In the case of direct recruitment:</p> <p>Educational:</p> <ol style="list-style-type: none"> 1. Degree in Law 2. Degree in Business Management or Business Administration or Judicial Administration <p>Desirable:</p> <p>Three years Experience in middle level management]</p>
2	2	Joint Registrar	Promotion from among Deputy Registrar and if no suitable hand is available, by deputation or direct recruitment.	<ol style="list-style-type: none"> 1. Law Degree or Judicial Test (Higher) 2. In the case of a person recruited direct, he should be a practising advocate and should have so practised for a period of not less than 7 years.

2	3	Deputy Registrar	Promotion from among Assistant Registrars (Higher Grade) and if no suitable hand is available, by deputation or direct recruitment.	<ol style="list-style-type: none"> 1. Law Degree or Judicial Test (Higher) 2. In the case of a person recruited direct, he should be a practising advocate and should have so practised for a period of not less than 7 years.
2	4	Assistant Registrar (Higher Grade)	Promotion from the category of Assistant Registrar	
2	5	Assistant Registrar	<p>Promotion of Section Officer (Higher Grade)/Court Officer (Higher Grade), promotion under Rule 20(2)(a), deputation or direct recruitment.</p> <p>²[Section Officers (Higher Grade)/ Court Officers (Higher Grade) who are appointed as ³[Filing Scrutiny Officer], by transfer will also be considered for promotion in accordance with their seniority in the category of Section Officer (Higher Grade)/ Court Officer (Higher Grade)]</p>	<p>Educational:</p> <ol style="list-style-type: none"> 1. Law Degree or Judicial Test (Higher) 2. In the case of a person recruited direct, he should be a practising advocate and should have so practised for a period of not less than 5 years. <p>Special: Account Test (Lower) or Account Test for Executive Officers.</p>
² [2	5A	³ [Filing Scrutiny Officer]	Appointment by transfer from Section Officer (Higher Grade)/Court Officer (Higher Grade)	<p>Educational: Law Degree or Judicial Test (Higher)</p> <p>Special: <ol style="list-style-type: none"> 1. High Court Office Procedure Test 2. Account Test (Lower)] </p>

1. Inserted by Notification No. A-535375/2017 dated 20-6-17 (C.S. No. 43) w.e.f. 20-6-2017
2. Inserted by Notification No. A5-95489/2011 dated 12-4-2012 (C.S. No.20) w.e.f. 12-4-2012.
3. Substituted by Notification No. A5-59363/2012 dated 2-7-2015 (C.S. No.34) w.e.f. 2-7-2015.

ANNEXURE I—(contd.)

<i>Sub Division</i>	<i>Category</i>	<i>Name of post</i>	<i>Methods of Appointment</i>	<i>Qualifications</i>
(1)	(2)	(3)	(4)	(5)
2	6	Section Officer (Higher Grade)/Court Officer (Higher Grade)	As per Rule 20 (2)(b)	
2	7	¹ [Section Officer/Court Officer]	As per Rule 20(2)(b), 20(2)(c) or direct recruitment	Educational: Law Degree or Judicial Test (Higher) Special: 1. High Court Office Procedure Test 2. Account Test (Lower) 3. Judicial Test or Civil Judicial Test and Criminal Judicial Test or Law Degree or Judicial Test (Higher).
3	1	Private Secretary to the Chief Justice	Appointment by transfer or by deputation. (The Chief Justice may revert him to his parent cadre at any time)	1. Law Degree or Judicial Test (Higher) 2. K.G.T.E. (Higher) in Typewriting (English) and K.G.T.E. (Higher) in Shorthand (English) or equivalent qualification.

2 ² [3	2	Court Officer to the Chief Justice	Appointment by transfer from among ¹ [Filing Scrutiny Officer] ³ , Section Officer (H.G)/Court Officer (H.G) (The Chief Justice may revert him to his parent cadre at any time)	Educational: 1. Law Degree or Judicial Test (Higher) Special: 1. High Court Office Procedure Test 2. Account Test (Lower) 3. Judicial Test or Civil Judicial Test and Criminal Judicial Test or Law Degree or Judicial Test (Higher)]
3	3	Personal Assistant to the Chief Justice	Appointment by transfer or by deputation. (The Chief Justice may revert him to his parent cadre at any time)	1. University degree 2. K.G.T.E. (Higher) in Typewriting (English) and K.G.T.E. (Higher) in Shorthand (English) or equivalent qualification.
3	4	Additional Personal Assistant to the Chief Justice	Appointment by transfer or by deputation. (The Chief Justice may revert him to his parent cadre at any time)	Educational: 1. University degree Special: Ten years service in any of the categories of Assistants or Personal Assistants to Judges or Confidential Assistants.

1. Substituted by Notification No. A5-95489/2011 dated 12-4-2012 (C. S. No. 20) w.e.f. 12-4-2012
2. Inserted by Notification No. A5-5959/2010 dated 12-7-2011 (C.S. No.12) w.e.f. 12-7-2011
3. Substituted by Notification No. A5-59363/2012 dated 2-7-2015 (C. S. No. 34) w.e.f. 2-7-2015

ANNEXURE I—(contd.)

Sub Division	Category	Name of post	Methods of Appointment	Qualifications
(1)	(2)	(3)	(4)	(5)
4	1	Public Relations Officer	Appointment by transfer from among Assistant Registrar (Higher Grade), Assistant Registrar, ¹ [Filing Scrutiny Officer] ² , Section Officer (Higher Grade)/Court Officer (Higher Grade) and from among those who are holding or have held the post of Protocol Officer or [Additional Public Relations Officer] ³ or Assistant Protocol Officer or by deputation. (The Chief Justice may revert him to his parent cadre at any time)	University degree Desirable: 1. Working knowledge in Hindi and other languages 2. Experience in Public relations 3. Protocol work and tourism 4. Familiarity with court procedure 5. Ability to communicate and receptiveness to ideas.
4	2	Protocol Officer	Appointment by transfer from among Assistant Registrar (Higher Grade), Assistant Registrar, ¹ [Filing Scrutiny Officer] ² and Section Officer (Higher Grade)/Court Officer (Higher Grade) and from	University degree Desirable: 1. Working knowledge in Hindi and other languages

			among those who are holding or have held the post of Public Relations Officer or ³ [Additional Public Relations Officer] or Assistant Protocol Officer or by deputation.	2. Experience in protocol work, tourism and public relations.
			(The Chief Justice may revert him to his parent cadre at any time)	3. Knowledge of stenography
⁴ [4	3	Additional Public Relations Officer	Appointment by transfer from among the category [Section Officer/Court Officer] ¹ .	4. Valid driving license for motorcycle and light motor vehicle.
			(The Chief Justice may revert him to his parent cadre at any time)	5. Familiarity with court procedure
				6. Ability to communicate and receptiveness to ideas.
				University degree
				Desirable:
				1. Command over English Language
				2. Familiarity with court procedure
				3. Ability to communicate and receptiveness to ideas.]
⁵ [4	4	Assistant Protocol Officer (Higher Grade)	Promotion from Assistant Protocol Officer.	
			(The Chief Justice may revert him to his parent cadre at any time)]	

1. Inserted by Notification No. A5-95489/2011 dated 12-4-2012 (C.S. No.20) w.e.f. 12-4-2012.
2. Substituted by Notification No.A5-59363/2012 dated 2-7-2015 (C.S. No.34) w.e.f. 2-7-2015.
3. Substituted by Notification No.A5-11632/2015 dated 8-6-2017 (C.S. No.17) w.e.f. 8-6-2017.
4. Inserted by Notification No. A5-77447/2005 dated 18-3-2011 (C.S. No.8) w.e.f. 18-3-2012.
5. Inserted by Notification No. A5-95489 dated 10-1-2012 (C.S. No. 17) w.e.f. 10-1-2012.

ANNEXURE I—(contd.)

Sub Division	Category	Name of post	Methods of Appointment	Qualifications
(1)	(2)	(3)	(4)	(5)
4	[5] ¹	Assistant Protocol Officer	Appointment by transfer or by deputation. (The Chief Justice may revert him to his parent cadre at any time)	University degree Desirable: 1. Working knowledge in Hindi and other languages. 2. Experience in protocol work, tourism and public relations. 3. Knowledge of stenography. 4. Valid driving license for two wheelers and four wheelers. 5. Familiarity with court procedure 6. Ability to communicate and receptiveness to ideas.
5	1	Finance Officer	Appointment by transfer from among Assistant Registrar (Higher Grade), Assistant Registrar, ² [Filing Scrutiny Officer] ³ , Section Officer (Higher Grade)/Court Officer (Higher Grade), [xxx] ⁴ , ² [Section Officer/Court Officer] or by deputation (The Chief Justice may revert him to his parent cadre at any time)	1. University degree 2. Account Test (Higher) 3. Must have at least five years experience in accounts and financial matters.

5	2	Accounts Officer	Appointment by transfer from among ² [Filing Scrutiny Officer] ³ , Section Officer (H.G)/Court Officer (H.G), ² [Section Officer/Court Officer] (The Chief Justice may revert him to his parent cadre at any time)	1. University degree 2. Account Test (Higher) 3. Must have at least five years experience in accounts and financial matters.]
5	3	⁶ [Chief Accountant]	Appointment by transfer from ² [Section Officer/Court Officer] (The Chief Justice may revert him to his parent cadre at any time)	Educational: University degree Special: Account Test (Higher)
6	1	⁷ [Private Secretary (Higher Grade) to Judge]	Promotion from among Private Secretary to Judge	
6	2	Private Secretary to Judge	Promotion from among ⁷ [Personal Assistant (Selection Grade) to Judge]	

1. Renumbered by Notification No.A5-95489/2011 dated 10-1-2012 (C.S. No.17) w.e.f. 10-1-2012.
2. Inserted by Notification No.A5-95489/2011 dated 12-4-2012 (C.S. No.20) w.e.f. 12-4-2012.
3. Substituted by Notification No.A5-59363/2012 dated 2-7-2015 (C.S. No.34) w.e.f. 2-7-2015.
4. Deleted by Notification No.A5-24118/2010 dated 23-5-2011 (C.S. No.10) w.e.f. 23-5-2011.
5. Inserted by Notification No.A5-24118/2010 dated 2-4-2011 (C.S. No.9) w.e.f. 2-4-2011.
6. Substituted by Notification No.A5-59139/2009 dated 12-7-2012 (C.S. No.22) w.e.f. 12-7-2012.
7. Substituted by Notification No.A5-91620/2014 dated 5-2-2015 (C.S. No.33) w.e.f. 5-2-2015.

ANNEXURE I—(contd.)

<i>Sub Division</i>	<i>Category</i>	<i>Name of post</i>	<i>Methods of Appointment</i>	<i>Qualifications</i>
(1)	(2)	(3)	(4)	(5)
6	3	¹ [Personal Assistant (Selection Grade) to Judge]	Promotion from among ¹ [Personal Assistant (Grade I) to Judge]	
7	1	Chief Librarian	Promotion from Librarian, appointment by transfer, deputation or direct recruitment	1. Law degree or Judicial Test (Higher) 2. Degree or Diploma in Library Science
7	2	Librarian	Promotion from Reference Librarian, appointment by transfer, deputation or direct recruitment	1. Law degree or Judicial Test (Higher) 2. Degree or Diploma in Library Science
7	3	Reference Librarian	Promotion from Assistant Librarian, appointment by transfer, deputation or direct recruitment	1. Law degree or Judicial Test (Higher) 2. Degree or Diploma in Library Science
7	4	Assistant Librarian	Promotion from Cataloguer, appointment by transfer, direct recruitment or deputation	1. Law degree or Judicial Test (Higher) 2. Degree or Diploma in Library Science
8	1	Security Officer	Transfer from Police Department or direct recruitment	Must be a Police Officer not below the rank of Circle Inspector of Police in the case of appointment by transfer. Must be an Ex-serviceman with a University degree and not below the rank of a Subedar or its equivalent in the case of direct recruitment.

9 1 Head Translator

Appointment by transfer from among ²[Assistant Section Officers] who have worked as Translator or Translator (Kannada) or promotion from ³[Translator (Higher Grade) or] Translator or Translator (Kannada)

(The Chief Justice may revert him to his parent cadre at any time)

Educational:

University degree

Special:

1. High Court Office Procedure Test
2. Account Test (Lower)
3. Judicial Test or Civil Judicial Test and Criminal Judicial Test or Law Degree or Judicial Test (Higher)
4. ⁴[xxxx]

⁵[10 1 Office Superintendent (Higher Grade)

Promotion from Office Superintendent. Those Office Superintendents promoted as Court Officer under the repealed Rules or as ¹[Section Officer/Court Officer/Court fee Examiner under Rule 20(2)(c) of these Rules shall also be considered for promotion as

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1. Substituted by Notification No.A5-91620/2014 dated 5-2-2015 (C.S. No.33) w.e.f. 5-2-2015.
 2. Substituted by Notification No.A2-12693/2013 dated 22-7-2013 (C.S. No.27) w.e.f. 22-7-2013.
 3. Inserted by Notification No.A5-95489/2011 dated 10-1-2012 (C.S. No.17) w.e.f. 10-1-2012.
 4. Deleted by Notification No.A2-39873/2007 dated 25-2-2009 (C.S. No.4) w.e.f. 25-2-2009.
 5. Inserted by Notification No.A5-95489/2011 dated 13-3-2012 (C.S. No.19) w.e.f. 1-2-2011.

ANNEXURE I—(contd.)

<i>Sub Division</i>	<i>Category</i>	<i>Name of post</i>	<i>Methods of Appointment</i>	<i>Qualifications</i>
(1)	(2)	(3)	(4)	(5)
			Office Superintendent (Higher Grade) in accordance with their seniority in the category of Office Superintendent.]	
10	¹ [2]	Office Superintendent	Promotion from among ² [Selection Grade Computer Assistant] and Selection Grade Typist–Copyist in the ratio of 5:1. While filling up the vacancy, the seniority of those ² [Selection Grade Computer Assistants] who are included in the seniority list of Selection Grade Typists–Copyists will be calculated on the basis of their seniority in the category of ² [Selection Grade Computer Assistant.]	<p>1. Plus Two</p> <p>2. K.G.T.E. (Higher) in Typewriting (English)</p> <p>³[For promotion from Selection Grade Typist-Copyist, in the absence of candidates possessing KGTE (Higher) in Typewriting (English), KGTE (Lower) in Typewriting (English) will be sufficient for the incumbents in the category of Typist-Copyists as on 1-1-2007.]</p> <p>Desirable:</p> <p>Certificate in Computer Word Processing or equivalent.</p>

11	1	Superintendent (Vehicles)	Deputation from among a post not lower than that of Assistant Engineer in the Government service ⁴ [or recruitment by transfer] or appointment by transfer.	1. Degree or Diploma in Automobile or Mechanical Engineering. 2. Valid driving licence for motorcycle and light motor vehicle.
⁵ [11	2	Electronic Data Processing Officer	Appointment by transfer, deputation or direct recruitment.	B.E./B.Tech. in Computer Science and Engineering or Information Technology or Electronics and Communications/M.C.A.]
⁶ [11	3	Assistant Engineer	Promotion from Overseer Grade II, appointment by transfer, deputation or direct recruitment.	In the case of promotion from Overseer Grade II or appointment by transfer: 1. Plus Two or equivalent 2. Degree/Diploma in Electrical Engineering [In the case of the incumbent in the post of Overseer Grade I as on 6-2-2014, SSLC or equivalent and Degree/Diploma in Electrical Engineering.] In the case of deputation or direct recruitment: Degree in Electrical Engineering of Kerala University or other qualifications recognised as equivalent thereto.]

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1. Renumbered by Notification No. A5-95489/2011 dated 13-3-2012 (C.S. No. 19) w.e.f. 1-2-2011.
 2. Substituted by Notification No. A2-18073/2014 dated 11-7-2014 (C.S. No. 30) w.e.f. 11-7-2014.
 3. Inserted by Notification No. A5-10140/2016 dated 12-4-2017 (C.S. No. 39) w.e.f. 12-4-2017
 4. Inserted by Notification No. A5-67851/2006 dated 17-10-2011 (C.S. No. 15) w.e.f. 17-10-2011.
 5. Inserted by Notification No. A5-95489/2011 dated 12-4-2012 (C.S. No. 20) w.e.f. 12-4-2012.
 6. Inserted by Notification No. A2-24804/2007/A6/A5 dated 6-2-2014 (C.S. No. 29) w.e.f. 6-2-2014.

ANNEXURE I—(contd.)

<i>Sub Division</i>	<i>Category</i>	<i>Name of post</i>	<i>Methods of Appointment</i>	<i>Qualifications</i>
(1)	(2)	(3)	(4)	(5)
12	1	Deputy Superintendent of Police	Deputation from Police Department	
12	2	Circle Inspector of Police	Deputation from Police Department	
12	3	Head Constable	Deputation from Police Department	
12	4	Police Constable	Deputation from Police Department	
Division II				
1	1	¹ [Assistant Section Officer]	Promotion from Senior Grade Assistant	
1	2	Senior Grade Assistant	Promotion from Assistant	Special: 1. High Court Office Procedure Test 2. Account Test (Lower) 3. Judicial Test or Civil Judicial Test and Criminal Judicial Test or a Law Degree or Judicial Test (Higher) Exemption: Those who have completed ten years

				of service as Assistant Grade II (with effect from 25-3-2006, Assistant) and are over 40 years of age are exempted from special tests, provided the Registrar General recommends them suitable for promotion
1	3	Assistant/Junior Accountant	Direct recruitment, appointment by transfer under Rule 20(2)(d), deputation or recruitment by transfer	University degree ² [Special: High Court Office Procedure Test]
2	1	³ [Personal Assistant (Grade I) to Judge]	Promotion from ³ [Personal Assistant (Grade II) to Judge]	
2	2	³ [Personal Assistant (Grade II) to Judge]	Promotion from Confidential Assistant Grade II, direct recruitment, deputation or recruitment by transfer	1. University degree 2. K.G.T.E. (Higher) in Typewriting (English) and K.G.T.E. (Higher) in Shorthand (English) or equivalent qualification Desirable: Certificate in computer word processing or equivalent

1. Substituted by Notification No. A2-12693/2013 dated 22-7-2013 (C.S. No. 27) w.e.f. 22-7-2013.
2. Inserted by Notification No. A2-39873/2007 dated 5-2-2009 (C.S. No. 3) w.e.f. 5-2-2009.
3. Substituted by Notification No. A5-91620/2014 dated 5-2-2015 (C.S. No. 33) w.e.f. 5-2-2015.

ANNEXURE I—(contd.)

<i>Sub Division</i>	<i>Category</i>	<i>Name of post</i>	<i>Methods of Appointment</i>	<i>Qualifications</i>
(1)	(2)	(3)	(4)	(5)
2	3	Confidential Assistant Grade II	Direct recruitment, deputation or recruitment by transfer	1. University degree 2. K.G.T.E. (Higher) in Typewriting (English) and K.G.T.E. (Higher) in Shorthand (English) or equivalent qualification Desirable: Certificate in computer word processing or equivalent
3	1	¹ [Selection Grade Computer Assistant]	Promotion from ¹ [Senior Grade Computer Assistant]	
3	2	¹ [Senior Grade Computer Assistant]	Promotion from ¹ [Computer Assistant Grade I]	
3	3	¹ [Computer Assistant Grade I]	Promotion from ¹ [Computer Assistant Grade II]	

3	4	¹ [Computer Assistant Grade II]	Appointment by transfer, recruitment by transfer or direct recruitment or recruitment under Rule 11(2)	1. Plus Two or equivalent 2. K.G.T.E. (Higher) in Typewriting (English) Desirable: Certificate in computer word processing or equivalent
4	1	Selection Grade Typist Copyist	Promotion from Senior Grade Typist Copyist	
4	2	Senior Grade Typist Copyist	Promotion from Typist Copyist Grade I	
4	3	Typist Copyist Grade I	Promotion from Typist Copyist Grade II	
4	4	Typist Copyist Grade II	Appointment by transfer or direct recruitment or recruitment under Rule 11(2)	1. Plus Two or equivalent 2. K.G.T.E. (Higher) in Typewriting (English) Desirable: Certificate in computer word processing or equivalent

1. Substituted by Notification No. A2-18073/2014 dated 11-7-2014 (C.S. No. 30) w.e.f. 11-7-2014

ANNEXURE I—(contd.)

Sub Division	Category	Name of post	Methods of Appointment	Qualifications
(1)	(2)	(3)	(4)	(5)
¹ [5	1	Translator (Higher Grade)	Promotion from Translator and Translator (Kannada) (The Chief Justice may revert him to his parent cadre at any time)]	
5	² [2]	Translator	Appointment by transfer or direct recruitment (The Chief Justice may revert him to his parent cadre at any time)	Educational: 1. University degree Special: 1. High Court Office Procedure Test 2. Account Test (Lower) 3. Judicial Test or Civil Judicial Test and Criminal Judicial Test or Law Degree ³ [4. In the case of appointment by transfer, pass in the translation test to be conducted by the Registrar General]

5	¹ [3]	Translator (Kannada)	Appointment by transfer or direct recruitment (The Chief Justice may revert him to his parent cadre at any time)	Educational: 1. University degree ⁴ [Must have taken 'Kannada' as one of the subjects under Part II or Part III for the Degree Course] Special: 1. High Court Office Procedure Test 2. Account Test (Lower) 3. Judicial Test or Civil Judicial Test and Criminal Judicial Test or Law Degree 4. ⁵ [xx xx] 5. ⁵ [xxx] ⁴ [Note.—In the case of appointment by transfer, pass in the translation test in Kannada to be conducted by the Registrar General]
6	1	Cataloguer	Promotion from Senior Grade Library Assistant, appointment by transfer or direct recruitment	1. University degree 2. A degree or diploma in Library Science

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1. Inserted by Notification No. A5-95489/2011 dated 10-1-2012 (C.S. No. 17) w.e.f. 10-1-2012
 2. Renumbered by ibid
 3. Amended by Notification No. A2-39873/2007 dated 25-2-2009 (C.S. No. 4) w.e.f. 25-2-2009
 4. Inserted by Notification No. A6-38542/2011 dated 15-12-2012 (C.S. No. 25) w.e.f. 15-12-2012
 5. Deleted by ibid

ANNEXURE I—(contd.)

<i>Sub Division</i>	<i>Category</i>	<i>Name of post</i>	<i>Methods of Appointment</i>	<i>Qualifications</i>
(1)	(2)	(3)	(4)	(5)
6	2	Senior Grade Library Assistant		
6	3	Higher Grade Library Assistant	Promotion from Higher Grade Library Assistant	
6	4	Library Assistant	Promotion from Library Assistant	1. University degree 2. A degree or diploma in Library Science
7	1	¹ [Overseer Grade II]	Appointment by transfer or direct recruitment Appointment by transfer, deputation or direct recruitment.	¹ [In the case of deputation or direct recruitment: 1. S.S.L.C. or equivalent 2. Degree/Diploma in Electrical Engineering In the case of appointment by transfer: 1. S.S.L.C. or equivalent 2. Diploma in Electrical Engineering; Or Certificate (Two years' course) in Wireman/Electrician awarded by K.G.T.E. or N.C.V.T. with three years' experience.]

2[8	1	Head Chauffeur [xxxx] ³		
8	⁴ [2]	Chauffeur Grade I	Promotion from ⁴ [Chauffeur Grade I]	
8	⁴ [3]	Chauffeur Grade II	Promotion from [Chauffeur Grade II]	1. S.S.L.C. 2. Valid Light Motor Vehicle driving licence
9	1	Motor Car Mechanic Grade II	Appointment by transfer, deputation, recruitment by transfer or direct recruitment. Appointment by transfer, deputation, or direct recruitment.	1. S.S.L.C. 2. Diploma or I.T.I. Certificate in Automobile Engineering 3. Valid Light Motor Vehicle driving licence 4. Two years practical experience in repairs and maintenance of motor vehicles in a recognised automobile workshop
10	1	Clerical Assistant (Higher Grade)		

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1. Substituted by Notification No. A2-24804/2007/A6/A5 dated 6-2-2014 (C.S. No.29) w.e.f. 6-2-2014.
 2. Substituted by Notification No.A5-95489/2011 dated 10-1-2012 (C.S. No.17) w.e.f. 10-1-2012.
 3. Deleted by Notification No. A2-76452/2014 dated 25-9-2014 (C.S. No .31) w.e.f. 25-9-2014.
 4. Substituted/Renumbered by ibid.

ANNEXURE I—(contd.)

<i>Sub Division</i>	<i>Category</i>	<i>Name of post</i>	<i>Methods of Appointment</i>	<i>Qualifications</i>
(1)	(2)	(3)	(4)	(5)
10	2	Clerical Assistant		Plus Two or equivalent.
¹ [11	1	Telephone Operator (Higher Grade)	Promotion from Clerical Assistant Appointment by transfer or direct recruitment ³ [or] under Rule 11(2).	
11	² [2]	Telephone Operator	Promotion from Telephone Operator] Appointment by transfer or direct recruitment ³ [or] under Rule 11(2)	1. Plus Two or equivalent 2. Diploma in Electronics awarded by an Institution recognised by the Government 3. Six months' experience as Telephone Operator/Receptionist and in Computer operation 4. Fluency in English, Malayalam and Hindi
12	1	Photo Copier Operator		1. S.S.L.C. or equivalent 2. Experience in the operation of Photocopier or qualifications helpful in the operation of Photocopier

12	2	Duplicator Operator	Promotion from Duplicator Operator	S.S.L.C. or equivalent.
13	1	Binder (Higher Grade)	Appointment by transfer, deputation or direct recruitment ³ [or] under Rule 11(2)	
13	2	Binder	Promotion from Binder	1. Pass in Standard VIII or equivalent.
			Appointment by transfer or direct recruitment ³ [or] under Rule 11(2)	2. Pass K.G.T.E. in Book Binding (Lower) or equivalent (In the case of candidates possessing this qualification, persons with 18 months experience in book binding may be appointed, provided they prove their proficiency in Book Binding at a practical test)
13	3	⁴ [Electrician]		1. S.S.L.C. or equivalent.
				⁴ 2. National Trade Certificate in the trade of Electrician and experience of at least 2 years as Electrician]

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1. Inserted by Notification No. A5-95489/2011 dated 10-1-2012 (C.S. No. 17) w.e.f. 10-1-2012
 2. Renumbered by ibid
 3. Inserted by Notification No. A2-39873/2007 dated 25-2-2009 (C.S. No. 4) w.e.f. 25-2-2009
 4. Substituted by Notification No. A3-65607/2008 dated 16-3-2011 (C.S. No. 7) w.e.f. 16-3-2011

ANNEXURE I—(contd.)

Sub Division	Category	Name of post	Methods of Appointment	Qualifications
(1)	(2)	(3)	(4)	(5)
13	4	Plumber	Appointment by transfer, deputation or direct recruitment	1. S.S.L.C. or equivalent ¹ [2. National Trade Certificate in the trade of Plumber and experience of at least 2 years as Plumber]
² [13	4A	Plumber/Pump Operator	Appointment by transfer, deputation or direct recruitment	1. S.S.L.C. or equivalent 2. National Trade Certificate in the trade of Plumber and experience of at least 2 years as Plumber/Pump Operator]
³ [13	5	Lift Operator (Higher Grade)	Appointment by transfer, deputation or direct recruitment	
13	⁴ [6]	Lift Operator	Promotion from Lift Operator]	1. S.S.L.C. or equivalent 2. Experience in the operation of lift or qualification helpful in the operation of lift.
13	⁴ [7]	Carpenter	Appointment by transfer or direct recruitment [or] ⁵ under Rule 11(2)	1. Pass in Standard VIII or equivalent 2. I.T.I. certificate in the trade of Carpentry or equivalent qualification or ten years' experience as Carpenter.
			Appointment by transfer or direct	

14	1	Care Taker	recruitment	1. Plus Two or equivalent 2. ⁶ [Degree or Diploma in Hotel and Catering Management awarded by a recognised institution or Craft Certificate in Cookery or allied subjects from Food Craft Institute/NCVT/KIHMS or other recognised institutions] 3. Should be healthy and free from contagious diseases.
			Appointment by transfer or direct recruitment	
15	1	Attender Grade I		
15	2	Attender Grade II		S.S.L.C. or equivalent.
⁷ [16	1	Facility Assistant	Promotion from Attender Grade II Appointment by transfer or direct recruitment Appointment by transfer or by direct recruitment or by deputation from	1. Plus Two or equivalent 2. Certificate in Hardware & Maintenance 3. Diploma in Computer Applications Desirable: 1. Diploma in Multimedia 2. Diploma in Office Automation]

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1. Substituted by Notification No. A3-65607/2008 dated 16-3-2011 (C.S. No. 7) w.e.f. 16-3-2011.
 2. Inserted by Notification No. A6-48358/2011 dated 8-11-2011 (C.S. No. 16) w.e.f. 8-11-2011.
 3. Inserted by Notification No. A5-95489/2011 dated 10-1-2012 (C.S. No. 17) w.e.f. 10-1-2012.
 4. Renumbered by ibid.
 5. Inserted by Notification No. A2-39873/2007 dated 25-2-2009 (C.S. No. 4) w.e.f. 25-2-2009.
 6. Substituted by Notification No. A2-56397/2008 dated 8-7-2009 (C.S. No. 5) w.e.f. 8-7-2009.
 7. Inserted by Notification No. A2-39232/2016 dated 11-5-2016 (C.S. No. 35) w.e.f. 11-5-2016.

ANNEXURE I—(contd.)

<i>Sub Division</i>	<i>Category</i>	<i>Name of post</i>	<i>Methods of Appointment</i>	<i>Qualifications</i>
(1)	(2)	(3)	(4)	(5)
1	1	Civil Sergeant	persons possessing the qualifications prescribed. (The Chief Justice may revert him to his parent cadre at any time)	Studied upto S.S.L.C. or equivalent (Preference will be given to those who possesses a good personality)
			Division III	
1	1	Head Gardener	Promotion from Duffadar	
1	2	Gardener		
			Division IV	
			Promotion from Gardener	1. Studied upto S.S.L.C. or equivalent 2. Diploma in Gardening (Preference will be given to those having experience in horticulture and/or experience of work in farm)
			Appointment by transfer or direct recruitment under Rule 11(2)	3. Good physique
1	3	Helper		1. S.S.L.C. or equivalent 2. I.T.I. Certificate in the trades of Electrical or Mechanical Engineering or equivalent.

1	4	Duffadar	Appointment by transfer or direct recruitment	S.S.L.C.
¹ [1	5	Court Keeper (Higher Grade)	Promotion from ¹ [Court Keeper (Higher Grade)]	
1	² [5A]	Court Keeper	Promotion from Court Keeper	1. Studied up to S.S.L.C. or equivalent 2. Willingness to work day and night as directed 3. Good physique
1	6	³ [Higher Grade Office Attendant/Last Grade Employee Grade I]	Appointment by transfer	
1	7	³ [Office Attendant]	Promotion from ³ [Office Attendant], Vacuum Cleaner Operator, Sweeper-cum-[Office Attendant] ³ , Sweeper, Sanitation Worker and Cook ⁴ [Direct recruitment or Transfer from categories 8 and 10 to 13 in Division IV or deputation or direct recruitment under Rule 11(2) or appointment under Rule 20(2)(f)]	Pass in Standard VIII

1. Substituted by Notification No. A3-66638/12 dated 14-12-2012 (C.S. No. 24) w.e.f. 1-2-2011.
2. Renumbered by *ibid*.
3. Substituted by Notification No. A3-54407/12 dated 13-12-2012 (C.S. No. 23).
4. Amended by Notification No. A3-68046/2016 dated 3-8-17 (C.S. No. 45) w.e.f. 1-7-2014.

ANNEXURE I—(contd.)

Sub Division	Category	Name of post	Methods of Appointment	Qualifications
(1)	(2)	(3)	(4)	(5)
			(On the application of a member belonging to the categories of Vacuum Cleaner Operator, Cook ¹ [Sweeper-cum-Office Attendant], Sweeper and Sanitation Worker, he shall be considered for appointment as ¹ [Office Attendant] in the ratio of 1:3 between such appointment and direct recruitment provided he is found suitable and qualified to hold the latter post and has served for at least 5 years in any of the aforementioned categories. For such appointment qualifications prescribed in column 5 of this Annexure shall not be insisted.)	
1	8	Vacuum Cleaner Operator	Appointment by transfer or direct recruitment	<ol style="list-style-type: none"> 1. Pass in Standard VIII or equivalent 2. Good physique
1	9	Watchman		<ol style="list-style-type: none"> 1. Pass in Standard VIII or equivalent 2. Good physique 3. Willingness to work day and night as directed.

1	10	Cook	Appointment by transfer or direct recruitment	<ol style="list-style-type: none"> 1. Pass in Standard VIII or equivalent 2. Certificate in cookery from a reputed institution. 3. Willingness to work day and night. 4. Must be free from contagious diseases.
			Appointment by transfer or direct recruitment	
1	11	¹ [Sweeper-cum-Office Attendant]	Appointment by transfer from Sweeper or Sanitation Worker or recruitment by transfer from Part-time Sweeper or Part-time Sanitation Worker in the High Court or direct recruitment.	<ol style="list-style-type: none"> 1. Pass in Standard VIII or equivalent 2. Good physique 3. Willingness to work day and night.
			² [For appointment by transfer/recruitment by transfer, the qualification of pass in Standard VIII or equivalent shall not be insisted]	
1	12	Sweeper	Appointment by transfer from ¹ [Sweeper-cum-Office Attendant] or Sanitation Worker or recruitment by transfer from Part-time Sweeper or Part-time Sanitation Worker or direct recruitment.	<ol style="list-style-type: none"> 1. Pass in Standard VIII or equivalent 2. Good physique

1. Substituted by Notification No. A3-54407/12 dated 13-12-2012 (C.S. No. 23)
2. Added by Notification No. A3-28349/2000 dated 27-3-2008 (C.S. No. 1)

ANNEXURE I—(contd.)

<i>Sub Division</i>	<i>Category</i>	<i>Name of post</i>	<i>Methods of Appointment</i>	<i>Qualifications</i>
(1)	(2)	(3)	(4)	(5)
			¹ [For appointment by transfer/ recruitment by transfer, the qualification of pass in Standard VIII or equivalent shall not be insisted.]	
1	13	Sanitation Worker	Appointment by transfer from [Sweeper-cum-Office Attendant] or Sweeper or recruitment by transfer from Part-time Sweeper or Part-time Sanitation Worker or direct recruitment.	1. Pass in Standard VIII or equivalent. 2. Good physique.
			¹ [For appointment by transfer/ recruitment by transfer, the qualification of pass in Standard VIII or equivalent shall not be insisted]	

1. Added by Notification No. A3-28349/2000 dated 27-3-2008 (C.S. No. 1)

ANNEXURE II

<i>Sl. No.</i>	<i>Penalty</i>	<i>Class of Officer</i>	<i>Authority which may impose Penalty</i>
(1)	(2)	(3)	(4)
1	Censure	Division I–All categories Division II, III and IV–All categories	Chief Justice Registrar General
2	Fine (in the case of members of Division IV only)	Division IV–All categories	Registrar General
3	Withholding of increments	Division I–All categories Division II, III and IV–All categories	Chief Justice Registrar General
4	Withholding of promotion	All Divisions and all categories	Chief Justice
5	(a) Recovery from pay of pecuniary loss (b) Recovery from pay of increment withheld	All categories in Division I All other categories and Divisions	Chief Justice Registrar General
6	Reduction to a lower rank in the seniority list or to a lower post or time scale or to a lower stage in the time scale.	Division I and II–All categories Division III and IV–All categories	Chief Justice Registrar General
7	Reduction of pension	All categories in all Divisions	Chief Justice
8	Compulsory retirement	All categories in all Divisions	Chief Justice
9	Removal from service	All categories in all Divisions	Chief Justice
10	Dismissal from service	All categories in all Divisions	Chief Justice

ACT 34 OF 2008
THE KERALA HIGH COURT SERVICES
(DETERMINATION OF RETIREMENT AGE) ACT, 2008

AN

ACT

to determine the retirement age of the officers and servants of the High Court of Kerala.

Preamble.— WHEREAS, it is considered necessary to determine the retirement age of the officers and servants of the High Court of Kerala on par with the officers and servants of other services of the State.

BE it enacted in the Fifty-ninth Year of the Republic of India, as follows:

1. *Short title and commencement.*—(1) The Act may be called the Kerala High Court Services (Determination of Retirement Age) Act, 2008.

(2) It shall be deemed to have come into force on the 1st day of January, 2007.

2. *Determination of Retirement Age in High Court Services.*— Notwithstanding anything contained in any other law for the time being in force, or in any rule, or in any judgment, decree or order of any court, the compulsory retirement of an officer or servant of the High Court of Kerala shall take effect from the afternoon of the last day of the month in which he attains the age of 55 years.

3. *Special Provision for Payment of Salary.*—Notwithstanding anything contained in section 2, the officers or servants of the High Court of Kerala, if any, continued in service beyond the age of 55 years will be eligible for the salary and allowances for the period during which they actually worked till the 22nd day of October, 2007, but their such service shall not be counted for any other service benefits or pensionary benefits.

4. *Repeal and Saving.*—(1) The Kerala High Court Services (Determination of Retirement Age) Ordinance, 2008 (32 of 2008) is hereby repealed.

(2) Notwithstanding such repeal, anything done or deemed to have been done or any action taken or deemed to have been taken under the said Ordinance shall be deemed to have been done or taken under this Act.

Note:—The age of compulsory retirement of Government Employees enhanced to 56 years as per G.O. (P) No.170/12/Fin. dated 22-3-2012 and amendment in K.S.R. Part I, Rule 60(a) vide G.O. (P) No.183/2012/Fin. dated 26-3-2012.

KERALA HIGH COURT SERVICE [CONDUCT OF JUDICIAL TEST (HIGHER)] RULES, 2009

In exercise of the powers conferred by Article 229 of the Constitution of India and in implementation of the provisions of Rule 38 of the Kerala High Court Service Rules, 2007, the Chief Justice hereby makes the following rules for the prompt and proper conduct of the Judicial Test (Higher).

1. The Rules may be called the Kerala High Court Service [Conduct of Judicial Test (Higher)] Rules, 2009. It shall come into force at once.

2. *Definitions.*—The words and phrases defined in the Kerala High Court Service Rules, 2007 shall have the same meaning when used in these rules also. In these rules, unless the context otherwise requires:

(a) “Board of Examiners” means the Board of Examiners in-charge of the conduct of Judicial Test (Higher) consisting of the Registrar General and Registrar (Recruitment and Computerisation) of the High Court and Director and Additional Director of the Kerala Judicial Academy.

(b) “Judicial Test (Higher)” means the test treated as equivalent to the qualification of possessing the Law Degree for promotion/appointment by transfer, as provided in Rule 38 of the Kerala High Court Service Rules, 2007.

(c) “Registrar General” means the Registrar General of the High Court of Kerala.

(d) “Service” means the Kerala High Court Service.

3. The High Court shall conduct Judicial Test (Higher) Examination every year, preferably during summer vacation of the High Court.

4. A member of the Service, who is a holder of a Degree in any discipline other than law awarded or recognized by any of the Universities in Kerala, shall be eligible to apply for and write the Test, subject to the further stipulations made in these rules.

5. The applicants will be required to remit application fee of ₹20 and an examination fee of ₹150 for each paper of the examination or at higher rates, as may be fixed by the Chief Justice from time to time. The fee shall be paid by Demand Draft drawn in favour of ‘The Registrar General, High Court of Kerala’ payable at Ernakulam. Fees once paid will not be refunded.

6. The Test will have three parts viz., Part I, II and III and each part will consist of five papers. The syllabus shall be as prescribed in the Annexure to these rules.

7. An applicant may opt to appear for one of the three parts in one year and complete the three parts in three successive years. It shall be optional for an applicant to apply for and write the whole of the examination in three parts in one year or to write the papers in each part compartmentally.

8. Maximum marks for each paper shall be 100 (as prescribed in the Annexure) and the minimum marks for pass in each paper shall be 40. Those members of the service clearing each of the 15 papers with not less than the stipulated minimum marks shall be declared as having passed the Test and on such declaration, he (if otherwise found eligible and suitable) shall be considered for promotion/appointment by transfer to categories for which Judicial Test (Higher) is prescribed as a qualification.

9. The Examination Wing working under the Registrar General shall make necessary arrangements for the conduct of the Test and it shall maintain all Registers and accounts required to be maintained in connection with the conduct of the Test. The Accountant of the High Court shall be responsible for maintenance of accounts and financial transactions pertaining to the conduct of the Test.

10. The Examination Wing will publish in the Notice Board and in the website of the High Court during January every year, notification inviting applications in the prescribed format from eligible members of the Service for the Test to be conducted during that year. Filled in applications shall be submitted along with the prescribed fee during the month of February. Applicants need not submit copies of certificates or testimonials and their eligibility shall be decided on the basis of their service records maintained by the High Court.

11. Setting up of question papers, conducting of the test, valuation of answer papers, declaration of results and all other matters connected with the conduct of the Test shall be done under the authority and control of the Board of Examiners. Copying or any other form of malpractice shall be prohibited. The Board of Examiners may debar any candidate found to be indulging in any malpractices from appearing for the Judicial Test (Higher), permanently:

Provided that the Chief Justice may review the decision/order and permit any such candidate so debarred, to appear for the Test after a period of two years.

12. The Board of Examiners shall decide the schedule of examination during the first week of March. As soon as the schedule is fixed, Examination Wing will issue Admission Tickets to the admitted candidates.

13. A panel of serving/retired Law College Lecturers and/or practicing Advocates will be set up for preparing question papers. Question Banks shall be prepared on various subjects for setting the question papers. The Board of Examiners shall get two sets of question papers on each paper set by any member of the panel and shall select one of the two sets for the test. After the test, the answer papers shall be collected and allotted false numbers. Valuation of answer scripts of each paper shall be entrusted to a member of the panel, preferably the one who set the question paper. The remuneration for the members in the panel will be left open to be decided by the Honourable the Chief Justice depending upon the nature of work in each case.

14. The Board of Examiners shall engage a member of the Panel or an experienced officer of the High Court as the Chief Superintendent and another as Assistant Superintendent. The Board of Examiners may also engage any officer of the High Court as Invigilator. It shall be the responsibility of the above officers to comply with all procedural formalities required for the conduct of the test including identification of the candidates, verification of their signature and compilation of answer scripts. The Chief Justice may order payment of reasonable amount as remuneration to the Examiners, Superintendents and Invigilator.

15. On completion of the examination, the Superintendent shall record the number of Main Answer Book and Additional Sheets used and shall handover the answer books in a sealed cover to the Registrar General.

16. The Board of Examiners shall ensure that there is no scope for any malpractice or allegation of malpractice in the conduct of the test, valuation and declaration of result.

ANNEXURE
JUDICIAL TEST (HIGHER)
 SYLLABUS

Division of Marks

Part I

- | | | |
|-----------------------------------|-----|---|
| 1. Jurisprudence & Legal Language | . . | Jurisprudence – 85%
Legal Language – 15% |
| 2. Constitutional Law | | |
| 3. Penal Laws | . . | Principles of Criminology & Penology – 5%

Indian Penal Code – 80%

Principles adopted in specific Criminal Legislations like NDPS Act, Abkari Act, Prevention of Food Adulteration Act, etc.–15% |
| 4. Law of Torts | . . | Principles of Torts – 80%

Specific Torts like Motor Accidents Claims, Consumer Claims (Consumer Protection Act), Workmen’s Compensation, Fatal Accidents, Railway Claims – 20% |
| 5. Law of Contracts | . . | Contract Act – 70%
Sale of Goods Act – 10%
Negotiable Instruments Act – 10%
Specific Relief Act – 10% |

Part II

- | | | |
|-----------------------|-----|--|
| 6. Administrative Law | . . | Principles of Administrative Law and Principles of Judicial Review–70%
High Court Act & Rules – 20%
Ombudsman, Tribunals – 10% |
| 7. Company Law | . . | Companies Act & Rules – 80%
SEBI & Related Legislations – 20% |

Division of Marks

8. Property Laws . . . Transfer of Property Act – 70%
 Land Acquisition Act – 10%
 Land Assignment Act – 10%
 Registration Act – 5%
 Stamp Act – Central & State – 5%
9. Service Laws . . . Constitutional Principles–
 (Articles 309 – 312) – 10%
 Kerala Service Rules – 20%
 Kerala State & Subordinate Service
 Rules Parts I & II – 20%
 Kerala Government Servants’
 Conduct Rules – 10%
 Kerala Civil Services (Classification,
 Control & Appeal) Rules – 20%
 Kerala High Court Service
 Rules–10%
 High Court Office Manual – 10%
10. Family Law . . . Law of Marriage & Divorce (Hindu,
 Muslim & Christian) – 40%
 Law of Succession (Hindu, Muslim &
 Christian) – 40%
 Law of Guardianship &
 Adoption – 10%
 Law of Maintenance – 10%

Part III

11. Law of Elections . . . Law of Elections to Legislative
 Assembly & Parliament – 85%
 Law of Elections to Local Self
 Government Institutions – 15%
12. Civil Procedure . . . Civil Procedure Code – 70%
 Kerala Court Fees & Suits Valuation
 Act – 15%
 Kerala Civil Rules of Practice –15%

Division of Marks

13. Criminal Procedure	.. Criminal Procedure Code – 80%
	Criminal Rules of Practice – 20%
14. Law of Evidence & Limitation	.. Evidence Act – 80%
	Limitation Act – 20%
15. Interpretation of Statutes	.. Interpretation of Statutes – 60%
	General Clauses Act – 10%
	Legal Drafting, Pleading & Conveyancing – 30%

Note.—The above syllabus has been prepared taking into consideration the syllabus of various Universities, nature of work of High Court employees and the recommendations of the Rule Committee. The syllabus of the 3 year LL.B. Course conducted in Government Law Colleges is mainly followed. In Government Law Colleges, the 3 year LL.B. Course is conducted in 6 semesters with 36 papers and each paper with 100 marks. In these 36 papers, some are combined to form a single paper, some are conveniently grouped and some others are excluded in order to make the above 15 papers. When papers are combined/grouped some topics have been excluded in order to ensure balance in the workload. Besides this, the following papers of LL.B. have been excluded:

1. Consumer Protection Law
2. Human Rights Law
3. Environmental Law
4. Banking Law
5. Public Interest Lawyering, Legal Aid and Paralegal Services
6. Public International Law
7. Private International Law
8. Labour Law I
9. Labour Law II
10. Taxation Law I
11. Taxation Law II
12. Principles of Legislation, Legislative Drafting, Professional Ethics & Advocacy
13. Arbitration, Conciliation & ADR Systems
14. Moot Court, pre-trial preparations and participation in trial proceedings.

**THE KERALA HIGH COURT SERVICE (METHOD OF
RECRUITMENT) RULES, 2009**

In exercise of the powers conferred by Article 229 of the Constitution of India, the Chief Justice hereby makes the following rules to prescribe and regulate the process of selection for appointment by direct recruitment to the categories of posts in the High Court Service.

1. *Short title, Commencement and Extent.*—These rules may be called the Kerala High Court Service (Method of Recruitment) Rules, 2009 and shall come into force on 18-2-2010.

They shall apply to the process of selection for appointment by direct recruitment to the categories of posts included in the High Court Service Rules.

2. *Definitions.*—The definitions contained in the Kerala High Court Service Rules, 2007 shall apply to these rules. In these rules, unless the context otherwise requires:

“General Rules” means the Kerala State and Subordinate Service Rules, 1958.

“Major Selection” means selection of suitable candidates from not less than 5,000 applicants.

“Recruitment Agency” means a public or private agency providing services in processing applications, setting question and answer papers, their valuation and tabulation and such other activities required for selection of candidates through manual or mechanical process.

“Service” means the Kerala High Court Service.

“Service Rules” means the Kerala High Court Service Rules, 2007.

¹[3. The Registrar General shall estimate and notify, under orders of the Chief Justice, the number of vacancies existing and vacancies that are likely to occur within one year in respect of the categories of the Service required to be filled up by direct recruitment.]

¹[4 (1) The notification calling for application shall be published in the Notice Board, Website of the High Court and in two newspapers, one of which in vernacular language having wide circulation in the State. In addition thereto, the names may be requisitioned from the local Employment Exchange and the vacancies may also be advertised by other modes eg. Employment News.]

1. Substituted by Notification No. A3-21962/2014(3) dated 9-10-2017 (C.S. No. 1) w.e.f. 9-10-2017.

(2) Applications in the prescribed format may be invited 'on line' through internet or by post/courier. The candidate shall remit the examination fee, as prescribed from time to time by the Chief Justice, in the manner provided in the notification.

5. For recruitment to Category 3 in Sub Division I of Division II of the Service Rules and any other category for which major selection is expected. A Judge of the High Court nominated by the Chief Justice shall supervise the selection process. The Registrar General shall supervise all other selections.

6. The Registrar General or any other Officer of the High Court, as may be directed by the Chief Justice, shall be in-charge of the selection process.

7. The syllabus of examination, the maximum marks for the written test, skill test and interview and the minimum marks required to be secured by a candidate to make him eligible for inclusion in the ranked list shall be as prescribed in the scheme approved by the Chief Justice from time to time.

8. For major selection, the High Court may engage a reputed recruitment agency, preferably in the public sector, for the processing of applications, preparation of list of eligible candidates to be called for written test, skill test (if applicable), and interview.

9. Individual admission tickets shall be despatched to the candidates in their address as given in the application not less than 21 days prior to the date fixed for the examination.

10. In case of dearth of candidates from among communities eligible for reservation under the General Rules, in the ranked list, the Chief Justice may direct preparation of a supplementary list of candidates belonging to such communities by lowering the minimum marks in written test/skill test to the extent necessary and appropriate.

11. The number of candidates who may be called for interview shall not be less than 3 times the number of notified vacancies, subject to Rules 7 and 10.

12. The marks awarded to the candidates in the written examination/skill test shall be kept secret till interview of all the candidates is over.

13. All the candidates who are awarded marks in the written examination/skill test identical with the marks awarded to the last candidate included in the list shall also be called for interview.

14. The list of candidates called for interview shall be published in the Notice Board and Website of the High Court. Call letters for the interview shall be despatched at least 15 days prior to the date fixed for interview.

15. Interview shall be conducted by a Judge or an Officer or Officers of the High Court or any other qualified person nominated by the Chief Justice for assessing the suitability of the candidates for the category to which selection is being made.

16. Marks awarded at the interview shall be added to the marks awarded to the candidates at the written examination and/or skill test and the ranked list shall be prepared of all eligible candidates on the basis of the total marks awarded.

17. Marks awarded shall be rounded off to the nearest whole number, reckoning half or more than half mark as full mark and less than half as ignored. However, in determining the ranks of the candidates scoring identical marks, the fraction, if any, shall be reckoned and the candidate scoring a higher fractional mark shall be ranked above the candidate scoring a lower fractional mark.

*[For Example.—*Three candidates scoring $59\frac{3}{4}$, 60 and $60\frac{1}{4}$ marks will all have 60 marks when rounded off to the nearest full number. They shall be ranked as (1) candidate scoring $60\frac{1}{4}$, (2) candidate scoring 60 and (3) candidate scoring $59\frac{3}{4}$].

Even after reckoning fractional marks, if there are more candidates with identical marks, the candidate who is older in age shall be ranked above the candidate younger to him. If age of two or more candidates is also identical, candidate with higher academic or technical qualification in the subject prescribed for the post, as the case may be, shall be assigned higher rank:

Provided that separate weightage shall not be assigned for desirable qualification. If however, two candidates score identical marks and have the same higher/technical qualification, the one with desirable qualification shall be ranked above the candidate not having the desirable qualification.

18. The ranked list prepared under these rules shall be published in the Notice Board and Website of the High Court. It shall be brought into force with effect from the date fixed by the Chief Justice subject to Rule 7 (2) of the Service Rules.

The Chief Justice may, if found necessary, frame appropriate schemes for implementation of the provisions of these rules for recruitment to any category.

**THE KERALA HIGH COURT PART-TIME CONTINGENT
SERVICE RULES, 2007**

In exercise of the powers conferred by Article 229 of the Constitution of India, the Chief Justice hereby makes the following rules to regulate the recruitment and the conditions of service of the Part-time Contingent Employees of the Kerala High Court, hereinafter referred to as 'the Service':

RULES

1. *Short title and Commencement.*—These rules may be called the Kerala High Court Part-time Contingent Service Rules, 2007 and shall come into force with effect from 1-1-2007.

2. *Constitution.*—The Service shall consist of the following categories of Part-time Contingent posts, namely:

Category 1—Part-time Sweeper

Category 2—Part-time Sanitation Worker

Category 3—Any other Part-time Contingent post not coming under Categories 1 & 2

3. *Appointing Authority.*—The appointing authority for all the categories in the Service shall be the Registrar General.

¹[4. *Method of Appointment.*—(1) Appointments to various categories by direct recruitment shall be made from a Rank list prepared after due process of selection, including written test or interview or both, wherever required. The vacancies shall be advertised in at least two newspapers, one of which in vernacular language having wide circulation in the State and other modes e.g. Employment News, in addition to requisition from Employment Exchange in the case of direct recruitment:]

Provided further that this rule shall not apply in the case of appointment of relatives or dependants of the members of the Service/ High Court Service dying-in-harness.

¹[(2). Rank list prepared for appointment by direct recruitment to the service shall remain in force for a minimum period of one year from the date on which it is brought into force and shall continue to remain in force until the publication of a fresh list or till the expiry of two years, whichever is earlier.]

Note.—Three per cent reservation shall be allowed to the physically handicapped persons for appointment to the various categories. The appointing authority shall before making appointment, however satisfy himself that the duties attached to the relevant category can be performed by a physically handicapped person.

1. Substituted by Notification No. A3-21962/2014(2) dated 9-10-2017 (C.S. No. 6) w.e.f. 9-10-2017.

5. *Reservation of Appointment.*—The rules for the time being in force in the General Rules in Part II of the Kerala State and Subordinate Service Rules, 1958 regarding reservation of appointments for Scheduled Castes/Scheduled Tribes and Other Backward Classes shall apply to appointments to the Service.

¹[6(a) *Qualification regarding Age.*—No person shall be eligible for appointment to the service, unless he satisfies the appointing authority that he has completed 18 years but not attained 36 years of age as on the first day of January of the year in which the application is invited.]

Provided that:

(i) the upper age limit shall be raised by five years in the case of a person belonging to a Scheduled Caste or a Scheduled Tribe and by three years in the case of a person belonging to the Other Backward Classes;

(ii) in the case of a candidate who is an Ex-serviceman or Ex-general Reserve Engineer Force person or a disembodied Territorial Army person, the period of his service in the defence forces or in the General Reserve Engineer Force or in the Territorial Army, as the case may be and the period of unemployment on discharge up to a maximum of five years shall be excluded in reckoning the age for his eligibility for appointment.

(iii) ²[xxxxxx]

(b) *Other Qualifications.*—The qualifications for appointment to the Service shall be as specified below or those prescribed by orders of the Chief Justice as equivalent qualifications;

³[(1. xxxx)]

2. Good physique.

7. *Probation.*—Every person appointed to any of the categories shall be on probation for a total period of one year on duty within a continuous period of two years.

-
1. Substituted by Notification No. A3-21962/2014(2) dated 9-10-2017 (C.S. No. 6) w.e.f. 9-10-2017.
 2. Deleted by *ibid*
 3. Deleted by Notification No. A3-90415/07 dated 14-2-2008 (C.S. No. 1).

8. *Suspension or Termination of Probation.*—At any time before the expiry of the prescribed period of probation, the appointing authority may—

(a) suspend the probation of a probationer and discharge him from the service for want of vacancy; and

(b) at its discretion by order terminate the probation of a probationer and discharge him from the service after giving him a reasonable opportunity of showing cause against the action proposed to be taken in regard to him.

9. *Probationer's suitability for Full Membership.*—(a) If at the end of the prescribed period of probation the appointing authority considers the probationer to be suitable for full membership, it shall, as soon as possible, by order, declare him to have satisfactorily completed his period of probation. On the issue of that order, the probationer shall be deemed to have satisfactorily completed his period of probation on the date of expiry of the prescribed period of probation.

(b) If at the end of the prescribed period of probation the appointing authority does not consider the probationer to be suitable for such membership, it shall, by order discharge him from the service after giving him a reasonable opportunity of showing cause against the action proposed to be taken in regard to him.

10. *Seniority.*—(a) The seniority of a member in any category of the service shall be determined by the date of the order of his first appointment to such category.

(b) The appointing authority shall, at the time of passing an order appointing two or more persons simultaneously to the service, fix the order of preference among them; and seniority shall be determined in accordance with it.

11. *Discharge and Reappointment.*—(a)(i) The order in which probationers and approved probationers in any category shall be discharged for want of vacancies shall be—

First, probationers in the order of juniority; and second, approved probationers in the order of juniority.

(ii) Approved probationers and probationers who have been discharged for want of vacancies shall be reappointed as vacancies arise in the inverse of the order laid down in Clause (i).

12. *Appointment of Full Members.*—(a) Appointment of approved probationers as full members of the service shall be made by the appointing authority.

(b) An approved probationer shall be appointed as a full member of the service in the category for which he was selected at the earliest possible opportunity, in any substantive vacancy which may exist or arise in the permanent cadre of such category and if such vacancy existed from a date previous to the issue of the order of appointment, he may be so appointed with retrospective effect from such date or, as the case may be, from such subsequent date from which he was continuously on duty as a member of the service in such category or in a higher category:

Provided that where more than one approved probationer is available for such appointment as full member, the senior-most approved probationer on the date of the occurrence of the vacancy shall be appointed.

Explanation.—For the purpose of this sub rule, an approved probationer on leave shall be deemed to be on duty as a member of the service in the category concerned if he would have been on duty in such category or in a higher category but for his absence on leave.

13. *Pay, allowances, ¹[leave], leave salary and other conditions of service.*—The pay, allowances, ¹[leave], leave salary and other conditions of service of the members of the service shall be such as may be prescribed by Government from time to time.

14. *Subsistence allowance to members under suspension.*—A member of the service who is placed under suspension shall be entitled to receive payment as subsistence allowance, for the entire period of suspension, an amount equal to one half of the pay and dearness allowance which he would have drawn, had he been on duty.

15. ²[xxxx]

16. *Superannuation.*—A member of the service shall retire on the last day of the month in which he completes the age of 70 years.

³[17. Nothing contained in these rules shall be construed to limit or abridge the power of the Chief Justice to deal with the case of any member of the service or any candidate to be appointed to the service in such manner as may appear to him to be just and equitable:

Provided that, when any such rule is applicable to such member or person, the case shall not be dealt with in any manner less favorable to him than that provided by that rule.]

1. Inserted by Notification No. A3-97030/2014 dated 17-7-2015 (C.S. No. 5) w.e.f. 17-7-2015

2. Deleted by Notification No. A3-97030/2014 dated 17-7-2015 (C.S. No. 5) w.e.f. 17-7-2015

3. Inserted by Notification No. A3-81612/2011 dated 21-10-2011 (C.S. No. 3) w.e.f. 1-1-2007

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