

**By Registered post with A/D**

**THE HIGH COURT OF KERALA**

Kochi : 682 031

Dated :01.03.2018

**PROCEEDINGS**

High Court establishment – appointment to the category of Assistant in the High Court – orders issued.

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Read :1. Ranked list No. A2-65431/2012/REC1 dated 18.01.2016

2. Rules 14 to 17 of Part-II, Kerala State and Subordinate Service Rules,1958

3. G.O.(P) No. 20/2013/Fin dated 07.01.2013

4. G.O.(P) No. 209/2013/Fin. dated 07.05.2013

5. G.O.(P) No. 171/2016/Fin. dated 15.11.2016

**ORDER NO. A2- 6916/2016**

The following persons are offered appointment as Assistants in the High Court of Kerala, in the scale of pay of ₹ 27800 - 59400.

1. Smt. ANU JOSE,  
WIFE OF GINNES K. JOHN, KALATHIL HOUSE,  
NANTHIATTUKUNNAM,  
NORTH PARAVUR,  
ERNAKULAM, Kerala,  
PIN – 683 513
2. Smt. PRIYAMOL S.,  
PAZHAVELIL JOHNS COTTAGE,  
CHANGANACHERRY,  
PANACHIKAVU P. O.,  
KOTTAYAM, Kerala,  
PIN – 686 102
3. Sri. DINOOP K. MATHAI,  
KOLLAMMAVUDIYIL,  
MALAMALAMUKKU,  
ALATHUR,  
PALAKKAD, Kerala,  
PIN – 678 541
4. Smt. DIVYA T. S.,  
G Q 2/21, RAJIV NAGAR,  
MELARANNOOR,  
KARAMANA,  
TRIVANDRUM, Kerala,  
PIN – 695 002

P. T. O.

5. Sri. CHINTHU SIMON,  
MAMALASSERIL,  
CHANNANIKKADU P. O.,  
KOTTAYAM, Kerala,  
PIN – 686 533
  
6. Smt. FATHIMATHUL MUBEENA M.,  
KARUKULAM HOUSE,  
KOTHAKURSSI, OTTAPALAM,  
PANAMANNA P. O.,  
PALAKKAD, Kerala,  
PIN – 679 501
  
7. Smt. NEETHU K. SUBHASH,  
PAPADIYIL HOUSE,  
PUTHIYIDOM,  
KAYAMKULAM,  
ALAPPUZHA, Kerala,  
PIN – 690 502
  
8. Smt. ANJU E. T.,  
EDAVANA HOUSE,  
AYYAMPILLY, AYYAMPILLY,  
AYYAMPILLY P. O.,  
ERNAKULAM, Kerala,  
PIN – 682 501
  
9. Smt. PILLAI SAILESWARY SASIDHARAN  
SREEBHAVANAM,  
PAVUMBA,  
PAVUMBA NORTH P. O.,  
KOLLAM, Kerala,  
PIN – 690574
  
10. Smt. SAIBUNNISA P. A.,  
PUTHENPURACKAL HOUSE,  
THRIKKAKARA JUMAMASJID ROAD,  
JUDGEMUKK,  
THRIKKAKARA,  
ERNAKULAM, Kerala,  
PIN – 682 021

The appointment is subject to the following conditions:-

1. They shall be bound by the National Pension Scheme introduced by the State Government. In eligible cases, the mobility to Kerala Service Rules, Part III, Pension Scheme will be allowed as per the G.O. read (4) above, if they opt so.

2. Their appointment will be subject to the satisfactory report of enquiry into their antecedents.
3. Their conditions of service shall be governed by the Kerala High Court Service Rules, 2007 and other relevant rules in force from time to time.
4. They shall be on probation for a period of two years on duty within a continuous period of three years. During the period of probation they shall have to pass the High Court Office Procedure Test conducted by the High Court.
5. They shall have to submit one month's advance notice in writing in the event of their resignation or leaving the High Court Service .
6. They must join the Group Insurance Scheme, Group Personal Accident Insurance Scheme and State Life Insurance on joining duty. They must also join the General Provident Fund Scheme within one year from the date of joining duty. They may also join the Family Benefit Scheme, if they so desire.
7. The candidates who had claimed reservation under 'Other Backward Classes' shall produce a valid Non Creamy Layer Certificate issued by the Tahsildar/Village Officer, when they report for duty.
8. They are directed to submit the details regarding their movable and immovable properties in the prescribed format on their joining duty in the High Court.

If they agree to the above terms and conditions, they are directed to **report for duty within ten days** from the date of receipt of this appointment order, with the following documents;


1. Original certificates in proof of age and qualifications.
2. Four recent passport size photographs.
3. Medical Certificate of fitness in the form appended herewith, issued by a Civil Surgeon or Honorary Medical Officer of Civil Surgeon's rank or the Director of Indigenous Medicine.
4. Caste Certificate/ Non-Creamy Layer Certificate, as the case may be.

P. T. O.

5. Duly filled in SPARK FORM NO.1 appended herewith along with supporting documents in original.
6. Duly filled in statement of properties in the proforma appended herewith.

In case they fail to report for duty within ten days from the date of receipt of this order, their appointment will be treated as cancelled without further notice.

(By Order)

  
N. Anil Kumar  
Registrar General  
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To

The persons concerned.

The Private Secretary to the Chief Justice, High Court.

The Public Relations Officer, High Court.

The Confidential Assistants to the Registrars, High Court.

The Finance Wing, High Court

The G (Accounts - II & III) Sections, High Court

The IT Section, High Court (for uploading in the website)

The Administrative Records Section, High Court (2 Copies)

The A4 Seat, High Court.

The File / Stock File.