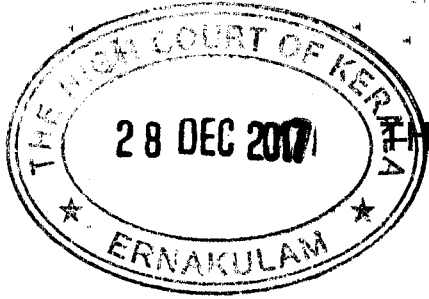


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THE HIGH COURT OF KERALA

Kochi - 682 031  
Dated - 21.12.2017

**PROCEEDINGS**

High Court Establishment – appointment to the category of Office Attendant in the High Court under Rule 11(1) of the Kerala High Court Service Rules, 2007 - orders issued.

Read : 1. Application from the person concerned.  
2. Rule 11(1) of the Kerala High Court Service Rules, 2007

**ORDER NO. A3-67171/2017**

Smt. Santhi M., w/o late Remesan K.K., Head Gardener, High Court, residing at Flat No.IA9/104, NGO Quarters, Thrikkakara P.O., Kakkanad is offered appointment as Office Attendant in the High Court of Kerala in the scale of pay of ₹16500-35700 under Rule 11(1) of the Kerala High Court Service Rules, 2007.

The appointment is subject to the following conditions:-

1. She shall be bound by the National Pension Scheme introduced by the State Government.
2. The appointment will be subject to the satisfactory report of enquiry into her antecedents.
3. Her 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. She shall be on probation for a total period of two years on duty within a continuous period of three years.
5. She must join the Group Insurance Scheme and State Life Insurance on joining duty. She must also join the General Provident Fund Scheme within one year from the date of joining duty. She may also join the Family Benefit Scheme, if she so desires.
6. She is directed to submit details regarding her movable and immovable properties in the prescribed format on her joining duty in the High Court.

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

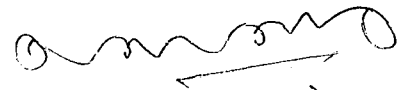
1. Original certificates in proof of age and qualifications.
2. A recent passport size photograph.
3. Duly filled statement of properties in the proforma appended herewith.

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4. Certificate of Medical fitness issued by an Assistant Surgeon or an Honorary Medical Officer of an Assistant Surgeon's rank or the Director of Indigenous Medicines in the form appended herewith.
5. Duty filled in SPARK FORM No.1 appended herewith along with supporting documents in original

In case she fails to report for duty within **ten days** from the date of receipt of this order, her appointment will be treated as cancelled without further notice.

By Order



K. Babu  
Registrar (Subordinate Judiciary)  
Registrar General in-charge

To

- The person concerned.
- The Joint Registrars, High Court.
- The Public Relations Officer, High Court.
- The Private Secretary to Chief Justice, High Court.
- The Finance Officer, High Court.
- The Confidential Assistants to the Registrars, High Court.
- The Confidential Assistant to the Additional Registrar (General administration), High Court.
- The 'G' (Accounts – I, II & III) Sections, High Court. ( 3 Copies)
- The 'G' (Accounts – II) SPARK, High Court.
- ✓ The IT section, High Court for publishing in the website.
- The 'K' Section, High Court.
- The Admn. Records Section, High Court.
- The A4 Seat, High Court.
- The File / Stock File.