

15 -ാം കേരള നിയമസഭ

8 -ാം സമ്മേളനം

നക്ഷത്ര ചിഹ്നം ഇല്ലാത്ത ചോദ്യം നം. 2185

09-02-2023 - ൽ മറുപടിയ്ക്ക്

സർക്കാർ സർവീസിൽ വനിത സംവരണം

ചോദ്യം		ഉത്തരം	
ശ്രീ. നജീബ് കാന്തപുരം		ശ്രീമതി വീണാ ജോർജ്ജ് (ആരോഗ്യ- വനിത-ശിശുവികസന വകുപ്പ് മന്ത്രി)	
(എ)	സംസ്ഥാനത്ത് സർക്കാർ സർവീസിൽ വനിത സംവരണം ഹൊറിസോണ്ടലായോ വെർട്ടിക്കലായോ നടപ്പാക്കാൻ ഉദ്ദേശിക്കുന്നുണ്ടോയെന്ന് വിശദമാക്കുമോ;	(എ)	നിലവിൽ സർക്കാരിന്റെ പരിഗണനയിലില്ല. KS&SSR ഭാഗം രണ്ടിലെ 14 മുതൽ 17 വരെയുള്ള ചട്ടങ്ങളിലെ വ്യവസ്ഥകൾ പ്രകാരമാണ് കേരള പബ്ലിക് സർവ്വീസ് കമ്മീഷൻ നിയമനങ്ങളിൽ സംവരണം അനുവദിച്ചു വരുന്നത് . പ്രസ്തുത ചട്ടങ്ങളിൽ വനിതാ സംവരണം ഉൾപ്പെടുത്തിയിട്ടില്ല .
(ബി)	തമിഴ്നാട്ടിൽ 40 ശതമാനം വനിത സംവരണം ഹൊറിസോണ്ടലായി നടപ്പാക്കിയ കാര്യം ശ്രദ്ധയിൽപ്പെട്ടിട്ടുണ്ടോ;	(ബി)	ശ്രദ്ധയിൽപ്പെട്ടിട്ടില്ല.
(സി)	സംസ്ഥാനത്തെ സർക്കാർ സർവീസിൽ ഏതൊക്കെ വിഭാഗങ്ങൾക്ക് ഹൊറിസോണ്ടൽ റിസർവേഷൻ നടപ്പാക്കിയിട്ടുണ്ടെന്ന് വിശദമാക്കുമോ;	(സി)	വനിതാ-ശിശുവികസന വകുപ്പിൽ ശിശുവികസനപദ്ധതി ഓഫീസർ, പ്രോഗ്രാം ഓഫീസർ, ഐസിഡിഎസ് സൂപ്പർവൈസർ, വിമൺ പ്രൊട്ടക്ഷൻ ഓഫീസർ, കെയർടേക്കർ ഫീമെയിൽ, മേടേൺ ഗ്രേഡ് ii, എന്നീ തസ്തികകളിൽ ഹൊറിസോണ്ടൽ റിസർവേഷൻ നടപ്പിലാക്കിയിട്ടുണ്ട്.
(ഡി)	എങ്കിൽ അത് സംബന്ധിച്ച സർക്കാർ ഉത്തരവുകളുടെ പകർപ്പ് ലഭ്യമാക്കാമോ?	(ഡി)	ഉത്തരവുകളുടെ പകർപ്പുകൾ അനുബന്ധമായി ചേർത്തിരിക്കുന്നു.

സെക്ഷൻ ഓഫീസർ



കേരള സർക്കാർ

സംഗ്രഹം

Amended A1/1

സാമൂഹ്യക്ഷേമ വകുപ്പ് - 2005-ലെ ഗാർഹിക പിഡനത്തിൽ നിന്നും വനിതകൾക്ക് സംരക്ഷണം നൽകുന്ന നിയമം നടപ്പിലാക്കുന്നതിന്റെ ഭാഗമായി സാമൂഹ്യക്ഷേമ വകുപ്പിൽ 14 വനിതാ പ്രൊട്ടക്ഷൻ ഓഫീസർമാരുടെ തസ്തിക സൃഷ്ടിച്ചുകൊണ്ട് ഉത്തരവ് പുറപ്പെടുവിടുന്നു.

സാമൂഹ്യക്ഷേമ (ബി) വകുപ്പ്

സ.ഉ(എം.എസ്) നം.67/2008/സാക്ഷേപ

തീയതി, തിരുവനന്തപുരം, 02/12/2008.

പരാമർശം: 17.06.2008-ലെ സാമൂഹ്യക്ഷേമ ഡയറക്ടറുടെ ഇ1-15899/08 നമ്പർ കത്ത്.

ഉത്തരവ്

2005ലെ ഗാർഹിക പിഡനത്തിൽ നിന്നും വനിതകൾക്ക് സംരക്ഷണം നൽകുന്ന നിയമത്തിലെ 11-ാം വകുപ്പ് പ്രകാരം വിവിധ സേവനങ്ങൾ നടത്തേണ്ട വകുപ്പുകളുടെ കാര്യക്ഷമമായ ഏകോപനവും പ്രവർത്തന അവലോകനവും നടത്തേണ്ട സാമൂഹ്യക്ഷേമ വകുപ്പാണ്. സ്റ്റേക്ക് ഹോൾഡേഴ്സിന് പരിശീലനം നൽകുക, പ്രൊട്ടക്ഷൻ ഓഫീസർമാരുടെ നേരിട്ടുള്ള അഡ്മിനിസ്ട്രേഷൻ, സൂപ്പർവിഷൻ, എന്നിവ നടത്തുക, ത്രൈമാസ റിപ്പോർട്ടുകൾ, വാർഷിക റിപ്പോർട്ടുകൾ എന്നിവ തയ്യാറാക്കുക, ആക്ഷമായി ബന്ധപ്പെട്ട ഏജൻസികളുടെ രജിസ്ട്രേഷൻ, കൗൺസിലർമാരുടെ നിയമനം, ഷെൽടർ ഹോമുകളുടെ പ്രവർത്തനം, സർവ്വീസ് പ്രൊവൈഡർമാരുടെ പ്രവർത്തനം എന്നിവ നടപ്പിലാക്കുക, ആക്ടിനെക്കുറിച്ച് ഭൂശൃംഗ്രഹണ മാദ്ധ്യമങ്ങളിലൂടെ വേണ്ടത്ര പ്രചരണം നടത്തുക, ഫിനിഷിംഗ് സ്കൂൾ പദ്ധതി നടപ്പിലാക്കുക, തുടങ്ങിയ ജോലികൾ കാര്യക്ഷമമായി നിർവ്വഹിക്കുന്നതിന് 2008-09 വർഷത്തെ ബഡ്ജറ്റ് പ്രസംഗത്തിൽ എല്ലാ ജില്ലകളിലും വനിതാ പ്രൊട്ടക്ഷൻ ഓഫീസർമാരെ നിയമിക്കുന്നതാണെന്ന് ബഹു. ധനകാര്യ വകുപ്പ് മന്ത്രി പ്രഖ്യാപിച്ചിട്ടുണ്ട്.

2. മേൽ സാഹചര്യത്തിൽ പരാമർശത്തിലെ കത്തു മുഖേന സാമൂഹ്യക്ഷേമ ഡയറക്ടർ ആവശ്യമായ പ്രൊപ്പോസൽ ലഭ്യമാക്കുകയുണ്ടാവി.

3. സർക്കാർ ഇക്കാര്യം വിശദമായി പരിശോധിച്ചതിന്റെ അടിസ്ഥാനത്തിൽ സാമൂഹ്യക്ഷേമ വകുപ്പിൻ കീഴിൽ സംസ്ഥാനത്തെ 14 ജില്ലകളിലായി താഴെപ്പറയും പ്രകാരം 14 വനിതാ പ്രൊട്ടക്ഷൻ ഓഫീസർമാരുടെ തസ്തിക സൃഷ്ടിച്ചുകൊണ്ട് ഇതിനാൽ ഉത്തരവാകുന്നു.

തസ്തികയുടെ പേര്	വിമൻ പ്രൊട്ടക്ഷൻ ഓഫീസർ
എണ്ണം	14 (ഒരു ജില്ലയിൽ ഒന്ന്)
ശമ്പള നിരക്ക്	10790-18000 രൂപ
വിദ്യാഭ്യാസ യോഗ്യത	1. ഏതെങ്കിലും വിഷയത്തിൽ ബിരുദാനന്തര ബിരുദം അഥവാ എൽ.എൽ.ബി 2. സർക്കാർ സർവ്വീസിൽ രൂപ്യ ശമ്പള നിരക്കിലുള്ള തസ്തികയിൽ ജോലി ചെയ്യുന്നവരായിരിക്കണം. അഥവാ ക്ലാസ്സ്-3 തസ്തികയിൽ 2 വർഷം ജോലിചെയ്ത് പരിചയമുള്ളവരായിരിക്കണം. (അപേക്ഷകർ വനിതകളായിരിക്കണം)

[Signature]

A1/2


2 12

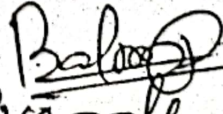
നിയമന രീതി	പി.എസ്.സി മുഖേന / ബൈട്രാൻസ്ഫർ നിയമനം
നിയമനാധികാരി	സാമൂഹ്യക്ഷേമ വകുപ്പ് ഡയറക്ടർ

ഗവർണ്ണറുടെ ഉത്തരവിൻ പ്രകാരം,
 ഡോ. ഉഷാ ദൈറ്റസ്,
 സെക്രട്ടറി

സാമൂഹ്യ ക്ഷേമ ഡയറക്ടർ, തിരുവനന്തപുരം.
 പ്രിൻസിപ്പൽ അക്കൗണ്ടന്റ് ജനറൽ (ആഡിറ്റ്) കേരള, തിരുവനന്തപുരം.
 അക്കൗണ്ടന്റ് ജനറൽ (എആൻജി) കേരള, തിരുവനന്തപുരം.
 അക്കൗണ്ടന്റ് ജനറൽ (ഡി.ബി. സെൽ) കേരള, തിരുവനന്തപുരം.
 ആസൂത്രണ സാമ്പത്തികകാര്യ വകുപ്പ്
 ധനകാര്യ വകുപ്പ് (4.10.2008-ലെ 60107/
 പൊതുരേണ (എസ്.സി) വകുപ്പ്
 സ്റ്റോക്ക് ഫയൽ, ഓഫീസ് കോപ്പി.
 പകർപ്പ്: ആരോഗ്യ സാമൂഹ്യക്ഷേമ വകുപ്പ് മന്ത്രിയുടെ പി.എസിന്
 സാമൂഹ്യക്ഷേമ വകുപ്പ് സെക്രട്ടറിയുടെ സി.എയ്ക്ക്

ഉത്തരവിൻ പ്രകാരം

സെക്ഷൻ ഓഫീസർ

This Annexure A1 is the true copy
 of the original document

 Advocate



KERALA GAZETTE

കേരള ഗസറ്റ്

EXTRAORDINARY

അസാധാരണം

PUBLISHED BY AUTHORITY

ആധികാരികമായി പ്രസിദ്ധപ്പെടുത്തുന്നത്

Vol. LV	Thiruvananthapuram, Tuesday തിരുവനന്തപുരം, ചൊവ്വ	30th March 2010 2010 മാർച്ച് 30	No.	795
വാല്യം 55		9th Chaithira 1932 1932 ചൈത്രം 9	നമ്പർ	

GOVERNMENT OF KERALA

Social Welfare (A) Department

NOTIFICATION

G. O. (P) No. 23/2010/SWD.

Dated, Thiruvananthapuram, 30th March, 2010.

S. R. O. No. 339/2010.—In exercise of the powers conferred by sub-section (1) of section 2 of the Kerala Public Services Act, 1968 (19 of 1968) and in supersession of the Special Rules for the Kerala Social Welfare Service, 1992, issued under Notification I No. G. O. (P) 28/92/SWD dated 5th August, 1992 and published as S. R. O. No. 975/92 in the Kerala Gazette Extraordinary No. 933 dated 7th August, 1992 the Government of Kerala, hereby make the following Special Rules for the Kerala Social Welfare Service, namely:—

RULES

1. *Short title and commencement.*—(1) These rules may be called the Special Rules for the Kerala Social Welfare Service, 2010.

(2) They shall come into force at once.

2. *Constitution.*—The service shall consist of the following categories of officers, namely:—

Category 1 — Director of Social Welfare.

Category 2 — Additional Director of Social Welfare.

Category 3 — Joint Director of Social Welfare.

Category 4 — Regional Assistant Director of Social Welfare/
Assistant Director of Social Welfare

Category 5 — District Social Welfare Officer.

Category 6 — Probation Officer Grade-I.

Category 7 — Programme Officer/Child Development Project Officer
(Integrated Child Development Service Scheme).

Category 8 — Superintendent Welfare Institution Grade-I/
Superintendent (J. J.) Grade-I/Regional Dowry
Prohibition Office:/Deputy Superintendent-cum-Head
Master Grade-I/Deputy Superintendent Grade-I/Project
Officer, Upgraded Special Nutrition Programme.

Category 9 — Superintendent, Home for Mentally Deficient Children/
Prathyasha Bhavan (Home for Mentally Deficient
Adults).

3. *Method of Appointment and qualification.*—No Person shall be eligible for appointment to any of the categories specified in column (1) by the methods specified in column (2) of the Table below unless he possesses the qualifications specified in the corresponding entry in column (3) thereof, namely:—

TABLE

<i>Category</i>	<i>Method of appointment</i>	<i>Qualification</i>
(1)	(2)	(3)
1. Director of Social Welfare	All India Service Cadre Post	
2. Additional Director of Social Welfare	1. By promotion from Category 3 2. In the absence of qualified candidates for promotion, by direct recruitment.	1. Masters Degree in Social Work or Sociology of a recognised University; and 2. Experience in administrative or executive capacity in a Gazetted post preferably in any of the Departments for the Welfare Administration, namely Welfare of Scheduled Castes/Scheduled Tribes or other branches of Social Welfare for a period of not less than seven years.
3. Joint Director of Social Welfare	1. By promotion from Category 4 2. In the absence of qualified candidates for promotion, by direct recruitment.	1. Masters Degree in Social Work or Sociology of a recognised University; and

(1)	(2)	(3)
4. Regional Assistant Director of Social Welfare/Assistant Director of Social Welfare	1. By promotion from Category 5 2. In the absence of qualified candidates for promotion, by direct recruitment.	2. Experience in administrative or executive cadre in any of the Departments dealing with Welfare of Scheduled Castes/Scheduled Tribes or other branches of Social Welfare for a period of not less than seven years. 1. Masters Degree in Social Work or Sociology of a recognised University. 2. Experience in administrative or executive cadre in any of the Departments dealing with Welfare of Scheduled Castes/Scheduled Tribes or other branches of Social Welfare for a period of not less than five years.
5. District Social Welfare Officer	1. By promotion from Categories 6,7,8 and 9 2. Appointment by transfer from Senior Superintendents in the Social Welfare Department.	

Note:—

- (i) By Promotion/transfer appointment to the post of District Social Welfare Officer from among qualified persons in (i) Category 6, (ii) Category 7 and (iii) Categories 8 and 9 and Senior Superintendent and equated posts of Social Welfare Department. A ratio of 1:10:3 shall be maintained between the Categories mentioned in items (i), (ii) and (iii) above, respectively.
 - (ii) A common seniority list of persons belonging to the category of 8 and 9 and Senior Superintendents and equated posts in Social Welfare Department on the basis of the date of appointment to the respective categories without prejudice to interse-seniority among persons belonging to the same category shall be prepared for promotion/appointment by transfer to category 5;
 - (iii) The ratio of 1:10:3 shall be maintained always at the time of appointment to the vacancies arising, including existing vacancies, in category 5 from the date of implementation of these rules. In case
-

(1)

(2)

(3)

qualified candidates are not available in any feeder category at any point of time, the vacancy may be filled up from among qualified candidates in the other categories on temporary basis; seniority being considered with reference to the date of order of promotion/appointment by transfer to the respective feeder category, he shall be promoted, by reverting the temporary promotee.

3. In the absence of qualified candidates for promotion, by direct recruitment.

- (a) Masters Degree in Social Work or Sociology of a recognised University;
- (b) Preferential: Experience in administrative or executive cadre in any of the Departments dealing with Welfare of Scheduled Castes/ Scheduled Tribes or other branches of Social Welfare for a period of five years.

6. Probation Officer Grade I

1. Appointment by transfer from the category of Probation Officer Grade-II in the Kerala Social Welfare Subordinate Service.

7. Programme Officer/Child Development Project Officer (Integrated Child Development Services Scheme)

1. Appointment by transfer from the categories of Assistant Child Development Project Officer/Nutritionist/Pre-school Educationist/Health Educationist/Sociologist/Social Scientist(Women Candidate) in Kerala Social Welfare Subordinate Service from a common list prepared on the basis of the date of appointment to the respective categories without prejudice to the interse seniority among persons belonging to the same category.
2. In the absence of qualified candidates mentioned in item (1) above, appointment by transfer from category of Supervisor (ICDS) in the Kerala Social Welfare Subordinate Service.
3. By direct recruitment

Essential:—

Masters Degree in Home Science or Social Work or Sociology or Phychology of a recognised University.

Preferential:—

Post Graduate Diploma in Social Work recognised by Government of India or Government of Kerala.

(1)

(2)

(3)

Note:—

1. The post of Programme Officer/Child Development Project Officer is reserved exclusively for women.
2. The ratio between direct recruitment and promotees will be 1:4 respectively of the cadre strength.
3. The seniormost among the incumbents in the category of Child Development Project Officer shall be appointed as Programme Officer (Integrated Child Development Services Scheme) in future vacancies arising after the date of effect of these rules.

8. Superintendent Welfare Institution Grade-I/Deputy Superintendent-cum Headmaster Grade-I/Deputy Superintendent Grade-I, Regional Dowry Prohibition Officer.

Appointment by transfer from the categories of:—

- (i) Superintendent Welfare Institution Grade-II
- (ii) Deputy Superintendent-cum Head Master Grade-II
- (iii) Deputy Superintendent Grade-II
- (iv) Social Scientist
- (v) Sociologist
- (vi) Store Keeper cum Logistic Officer and
- (vii) Supervisor, Vocational Training Centre in the Kerala Social Welfare Subordinate Service and (viii) Junior Superintendent in the ministerial subordinate service of the

Social Welfare Department from a common list prepared on the basis of the date of appointment to the respective categories without prejudice to the interse seniority among persons belonging to the same category and in the ratio of 1:1:1, among Superintendent of Welfare Institution Grade-II [item (i)], Junior Superintendent [Item (viii)] and all other items (ii to vii) above.

Note:—

Only female candidates are eligible for appointment to the Welfare Institution for women. If a junior woman candidate is to be appointed because of the above reason, the appointment will be purely provisional under rule 9 (a) (i) of the General Rules. She will be considered for regular promotion as and when her turn comes as per existing rules.

9. Superintendent, Home for Mentally Deficient Children/Prathyasha Bhavan (Home for Mentally Deficient Adults)

1. Appointment by transfer from Departmental candidates in the Social Welfare Department who have successfully completed probation.

Note:—

1. Persons opted for the post of Superintendent Home for Mentally Deficient Children/Prathyasha Bhavan (Home for

Masters Degree in Psychology or Social Work or Graduation with Post Graduate Diploma in Social Work from a recognised University.

(1)

(2)

(3)

Mentally Deficient Adults) should be opted to remain in the post for a minimum period of 8 years.

2. Appointment by transfer shall be made on the basis of date of appointment to the respective feeder categories on the basis of exercising options from the candidates.
2. In the absence of qualified candidates mentioned in item 1 above by direct recruitment.
 - (a) Masters Degree in Psychology or Social Work of a recognised University or Graduation in any discipline with Post Graduate Diploma in Social Work.
 - (b) Diploma in Special Training in dealing with Mentally Handicapped Children from a Government Institution approved by Government or National Institute for Mentally Handicapped, Secundrabad.

4. *Reservation of appointment.*—The Rules relating to reservation of appointment contained in General Rules 14-17 in the Kerala State and Subordinate Services Rules, 1958 shall apply to appointments by direct recruitment.

5. *Appointing Authority.*—The appointing authority in respect of categories 1, 2, 3, 4, 5 and 6 shall be the Government and that in respect of other categories shall be the Director of Social Welfare.

6. *Qualification regarding age.*—No person shall be eligible for appointment by direct recruitment in respect of categories specified in column (1) of the Table below if he/she has not completed the age specified in column (2) or has completed the age specified in corresponding entry in column (3) there of, on the first day of January of the year in which applications for appointment are invited, with usual relaxation to scheduled Caste/Scheduled Tribes and Other Backward Classes;

TABLE

<i>Category</i>	<i>Lower Age</i>	<i>Upper Age</i>
(1)	(2)	(3)
1. Additional Director of Social Welfare	30 years	45 years
2. Joint Director of Social Welfare	30 years	45 years
3. Regional Assistant Director of Social Welfare/Assistant Director of Social Welfare	25 years	45 years
4. District Social Welfare Officer	25 years	45 years
5. Programme Officer/Child Development Project Officer (ICDS)	25 years	40 years
6. Superintendent, Home for Mentally Deficient Children/Prathyasa Bhavan (Home for Mentally Deficient Adults)	25 years	40 years

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

- (i) If appointed by direct recruitment or recruitment by transfer through Public Service Commission shall be two years on duty within a continuous period of three years.
- (ii) If appointed in a post or category from another post or category in the same service or appointed by transfer from one service to another within the same Department or in another Department (where direct recruitment is not resorted to) shall be one year on duty within a continuous period of two years.

8. *Tests*.—Every person appointed to any of the categories mentioned below, shall during the period of probation pass the following tests noted against each, if he has not already passed the same, namely:—

- | | | |
|---|--------------------------|--|
| 1 | Categories 3, 4 and 6 | (i) Account Test (Lower) or Account Test for Executive Officers. |
| | | (ii) Kerala State Probation Test. |
| | | (iii) Manual of Office Procedure Test. |
| 2 | Categories 5, 7, 8 and 9 | (i) Account Test (Lower) or Account Test for Executive Officers. |
| | | (ii) Manual of Office Procedure Test. |

9. *Training*.—(1) Candidates appointed by direct recruitment shall undergo training for a period of three months as per the programme issued by the Director of Social Welfare.

(2) The period of training specified under sub-rule (1) above shall be counted for all service benefits.

10. *Seniority*.—Categories of posts under the Juvenile Justice Wing transferred from the Jail Department have been integrated with equated posts in the Social Welfare Department as per G. O. (Ms.) No. 17/98/SWD dated 20th May, 1998. Seniority of persons holding the posts so integrated will be determined as follows:

- (i) If the integrated posts have the same scale of pay with the method of appointment "by direct recruitment" seniority of incumbents will be fixed on the basis of the provision contained in rule 27 (C) of the General Rules.
- (ii) In the case of promotion posts, the date of appointment to the respective posts shall be the criteria.

By order of the Governor,

DR. USHA TITUS,
Secretary to Government.

Explanatory Note

(This does not form part of the notification, but is intended to indicate its general purport.)

Government have integrated various categories of posts in Juvenile Justice Wing of the Jails Department with the Social Welfare Department. The categories of posts coming under State Service are to be incorporated in the Kerala Social Welfare Service. Further based on the directions from Government of India the category of Child Development Project Officer was reserved exclusively for women. Moreover the name of the category of District Probation Officer Grade I has since been changed as Probation Officer Grade I. Moreover there were complaints from various quarters regarding the existing method of appointment of departmental candidates against some categories especially to the District Social Welfare Officer, Child Development Project Officer etc. Government also feel that in order to enhance the functional efficiency of the Department such as ICDS, Juvenile Justice/Probation, Ministerial are to be strengthened and also they get their due share of representation in higher posts. In view of the above Government have decided that a comprehensive revision of the existing Special Rules is necessary.

This notification is intended to achieve the above object.



KERALA GAZETTE

കേരള ഗസറ്റ്

EXTRAORDINARY

അസാധാരണം

PUBLISHED BY AUTHORITY

ആധികാരികമായി പ്രസിദ്ധപ്പെടുത്തുന്നത്

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GOVERNMENT OF KERALA

Social Welfare (A) Department

NOTIFICATION

G. O. (P) No. 54/2010/SWD. Dated, Thiruvananthapuram, 10th August, 2010.

S. R. O. No. 814/2010.—In exercise of the powers conferred by sub-section (1) of section 2 of the Kerala Public Services Act, 1968 (19 of 1968), and in supersession of the Special Rules for the Kerala Social Welfare Subordinate Service, 1992 issued under Notification II No. G. O. (P) 29/92/SWD dated 5th August, 1992 and published as SRO No. 976/92 in the Kerala Gazette Extraordinary No. 933 II, dated 7th August, 1992 the Government of Kerala, hereby make the following Special Rules for the Kerala Social Welfare Subordinate Service, namely:—

RULES

1. *Short title and commencement.*—(1) These Rules may be called the Special Rules for the Kerala Social Welfare Subordinate Service, 2010.

(2) They shall come into force at once.

2. *Constitution.*—The service shall consist of the following categories of Officers, namely:—

Category 1	Probation Officer Grade II.
Category 2	Deputy Superintendent-cum-Head Master Grade II.
Category 3	Store Keeper-cum-Logistics Officer.
Category 4	Assistant Child Development Project Officer (Integrated Child Development Service).
Category 5	Superintendent, Welfare Institution Grade II.
Category 6	Supervisor, Vocational Training Centre.
Category 7	Social Scientist, Vocational Training Centre.
Category 8	Nutritionist.
Category 9	Pre-School Educationist.
Category 10	Health Educationist.
Category 11	Sociologist.
Category 12	Superintendent, Welfare Institution Grade III/Inspector (Child Welfare).
Category 13	Supervisor, Integrated Child Development Service.
Category 14	Special Teacher, Home for Mentally Deficient Children.
Category 15	Social Education Assistant.
Category 16	Warden, Hostel for Working Men.
Category 17	Warden, Hostel for Working Women.
Category 18	Literacy Teacher Grade II.
Category 19	Nursery Teacher/Teacher.
Category 20	Senior Instructor, Vocational Training Centre.

Category	21	Physical Training Instructor/Drill Instructor.
Category	22	Music Teacher.
Category	23	Agriculture Instructor.
Category	24	Carpentry Instructor.
Category	25	Weaving Instructor.
Category	26	Dance Master.
Category	27	Tailoring Instructor/Needle Work Teacher.
Category	28	Craft Instructor.
Category	29	Care Taker (Male).
Category	30	Care Taker (Female).
Category	31	Matron Grade I.
Category	32	House Master.
Category	33	Instructor, Book Binding.
Category	34	Instructor, Tailoring and Embroidery.
Category	35	Instructor, Leather Works.
Category	36	Instructor, Plastic Works.
Category	37	Instructor, Pottery/Mat Weaving.
Category	38	Part-time Bhagavather/Part-time Music Teacher.
Category	39	Part-time Hindi Teacher.
Category	40	Part-time Tailoring Instructor.
Category	41	Electrician-cum-Pump Driver.
Category	42	Matron Grade II.
Category	43	Male Attendant/Female Attendant/Male Warden.

3. *Method of appointment and qualification.*—No person shall be eligible for appointment to any of the categories specified in column (1) by the method specified in column (2) of the table below unless he possesses the qualifications specified in the corresponding entry in column (3) thereof, namely:—

TABLE

<i>Category</i>	<i>Method of Appointment</i>	<i>Qualification</i>
(1)	(2)	(3)
1. Probation Officer Grade II	1. By promotion from Category 12 2. Appointment by transfer from the category of Head Clerk/Head Accountant in the Ministerial Subordinate Service in the Social Welfare Department. 3. By Direct Recruitment. <i>Note</i> :—1. A ratio between direct recruitment and promotion/ appointment by transfer shall be 1:2 of the cadre strength. 2. (a) Appointment by promotion/transfer shall be made from a common list prepared on the basis of date of appointment to the respective feeder categories without affecting interse seniority of persons in the same category on the basis of exercising options from the candidates. (b) The persons who exercise option alone will be considered for appointment by transfer. Once they exercise option, they will relinquish all the claims for seniority and promotion in the other	Degree in Sociology, Social Work or Social Science from a recognised University or a Degree in any discipline from a recognised University with Diploma in Social Work recognised by the Government of Kerala or from a recognised University.

posts belonging to the Kerala Ministerial Subordinate Service and Kerala Social Welfare Subordinate Service.

2. Deputy Superintendent-cum-Head Master Grade II By promotion from Category 5.

3. Store Keeper-cum Logistics Officer
 1. By Transfer from category No. 12.
 2. Appointment by transfer from the category of Head Accountant/Head Clerk in the Ministerial Subordinate Service in the Social Welfare Department.

Note:—Appointment by promotion/transfer shall be made from a common list prepared on the basis of date of appointment to the respective categories without affecting interse seniority of persons in the same category.

4. Assistant Child Development Project Officer

1. By promotion from Category 13.

Note:—The post is reserved exclusively for women.

5. Superintendent Welfare Institution Grade II

1. By Transfer appointment from Category 12.
2. Appointment by transfer from category of Head Clerk/Head Accountant in the Ministerial Subordinate Service of the Social Welfare Department.

3. By promotion from categories 18 and 19.
-

(1)	(2)	(3)
	<i>Note:</i>—1. Only female candidates are eligible for appointment to the Welfare Institution for women. If a junior woman candidate is to be appointed/promoted because of the above reason, the appointment/promotion will be purely provisional under rule 9 (a) (i) of the General Rules. She will be considered for regular promotion as and when her turn comes as per existing rules. 2. A ratio of 2:1:2 of the cadre strength in category 5 shall be maintained between (i) category 12 (ii) Head Accountant/Head Clerk and (iii) Literacy Teacher and Nursery Teacher/Teacher. 3. Appointment/Promotion/By Transfer shall be made from a common list prepared on the basis of date of appointment to the respective feeder categories without affecting interse seniority of persons in the same category on the basis of exercising options.	Diploma in Printing Technology/ Computer Science Textile Technology recognised by Government of Kerala. Degree of a recognised University.
6. Supervisor, Vocational Training Centre	1. By Transfer from Category 12. 2. In the absence of qualified persons under item (1) above by direct recruitment.	
7. Social Scientist	1. By transfer appointment from Category 12.	

2. By transfer from the qualified persons in the category of Head Clerk/Head Accountant in the Ministerial Subordinate Service in the Social Welfare Department.

Note:—Appointment from method 1 and 2 shall be made from a common list prepared on the basis of date of appointment to the respective categories.

3. In the absence of qualified persons under item (1) and (2) above, by direct recruitment.

8. Nutritionist

1. Appointment by transfer/promotion from Departmental candidates (Female) from any category in the Social Welfare Department by application and option from candidates having five years service in the Social Welfare Subordinate Service or in the Ministerial Subordinate Service.

Note:—Appointment by transfer/promotion shall be made on the basis of the date of appointment to the respective categories without affecting interse seniority of persons in the same category.

2. In the absence of qualified persons under item (1) above, by direct recruitment.

Note:—The post is reserved exclusively for women.

Degree in Sociology or Social Work or Psychology of a recognised University.

Degree in Home Science or Food Science or Nutrition of a recognised University.

Degree in Home Science or Food Science or Nutrition of a recognised University.

(1)	(2)	(3)
9. Pre-School Educationist	1. Appointment by transfer/promotion from Departmental candidates (Female) from any category in the Social Welfare Department by application and option from candidates having five years service in the Social Welfare Subordinate Service or in the Ministerial Subordinate Service.	Degree of a recognised University.
	<i>Note:—</i>Appointment by transfer/promotion shall be made on the basis of the date of appointment to the respective categories without affecting interse seniority of persons in the same category. 2. In the absence of qualified persons under item (1) above, by direct recruitment.	∞ (a) Degree of a recognised University. (b) Balasevika Training Certificate (One year course) issued by the Indian/State Council for Child Welfare or any other recognised institution. OR Pre-primary Teachers Training Certificate from an Institution recognised by the Government.

*Note:—*The post is reserved exclusively for women.

10. Health Educationist

1. By transfer/promotion from qualified Departmental candidates (Female) from any category in the Social Welfare Department by application and option from candidates having five years of service in the Social Welfare Subordinate Service or in the Ministerial Subordinate Service.

Degree in Sociology or Social Work or Public Health of a recognised University.

Note:—Appointment by transfer/promotion shall be made on the basis of the date of appointment to the respective categories without affecting interse seniority of persons in the same category.

2. In the absence of qualified persons under item (1) above by direct recruitment.

Degree in Sociology or Social Work or Public Health of a recognised University.

Note:—The post is reserved exclusively for women.

11. Sociologist

1. By transfer appointment from qualified persons from category 12.

Degree in Sociology or Social Work of a recognised University.

2. In the absence of qualified persons under item (1) above, appointment by transfer from the Head Clerk/Head Accountant in the Ministerial Subordinate Service in the Social Welfare Department.

3. In the absence of qualified persons under item (1) and (2) above, appointment by transfer of qualified candidates from any of the categories of the Social Welfare Subordinate Service.

4. In the absence of qualified persons under item (1), (2) and (3) above, by direct recruitment.

Degree in Sociology or Social Work of a recognised University.

(1)	(2)	(3)
12. Superintendent Welfare Institution Grade III/Inspector (Child Welfare)	1. By promotion from the category 20 Senior Instructor VTC, 21 Physical Training Instructor/Drill Instructor, 22 Music Teacher, 23 Agricultural Instructor, 24 Carpentry Instructor, 25 Weaving Instructor, 26 Dance Master. 2. By transfer from category of Upper Division Clerks in the Ministerial Subordinate Service in the Social Welfare Department. 3. By Promotion from the categories 27 Tailoring Instructor/Needle Work Teacher, 28 Craft Instructor, 31 Matron Gr.I, 32 House Master, 33 Instructor Book Binding, 34 Instructor Tailoring and Embroidery, 35 Instructor Leather Works, 36 Instructor Plastic Works and 37 Instructor Pottery/Mat Weaving. 4. By promotion from categories 29 Care Taker (Male) and 30 Care Taker (Female).	

Note 1:—Only female candidates are eligible for appointment in the Welfare Institutions for women. If a junior woman candidate is to be appointed/promoted because of the above reason, the appointment/promotion will be purely provisional under rule 9 (a) (i) of the General Rules. She will be considered for regular promotion as and when her turn comes as per existing rules.

Note 2:—A ratio of 1:1:1:2 shall be maintained among the above (1), (2), (3) and (4) methods of appointment.

Note 3:—Appointment by promotion/transfer shall be made from a common seniority list prepared on the basis of date of appointment to the respective feeder categories without affecting the interse seniority of persons in the same category.

Degree in Sociology or Social Work or Home Science or Psychology of a recognised University.

5. In the absence of qualified persons under item 1 to 4 above, by direct recruitment.

13. Supervisor, Integrated Child Development Service

1. By promotion of persons from categories 17, 18, 19, 28, 30, 31 and 32.
Note:—Appointment by promotion shall be made from a common seniority list prepared on the basis of the date of appointment to the respective feeder categories without prejudice to interse seniority of persons belonging to the same category.

2. By direct recruitment.

1. Degree in Sociology/Social Work, Home Science or Psychology of a recognised University

OR

(1)	(2)	(3)
	2. By direct recruitment from Anganwadi Workers.	2. A Degree in any other discipline of a recognised University along with, Balasevika Training Certificate (one year course) issued by the Indian/State Council for Child Welfare or any other recognised Institutions or Pre-primary Teachers Training Certificate from institutions recognised by the Government.
		SSLC and Ten years experience as Anganwadi Worker under Integrated Child Development Scheme in Social Welfare Department.

Note:—1. A ratio of 70:29:1 shall be maintained between,—

- (i) Direct recruitment from open candidates;
 - (ii) Appointment from Anganwadi Workers;
 - (iii) Promotion from the feeder categories.
2. For direct recruitment from Anganwadi Workers the upper age limit is fixed as 50 years.
 3. The post is reserved exclusively for women.
 4. Physically disabled are ineligible.

5. For the purpose of appointment to the post by direct recruitment, the upper age limit will be relaxed in the case of regular Anganwadi Workers of Integrated Child Development Scheme Projects, full period of their service as Anganwadi Worker.

14. Special Teacher, By direct recruitment.
Home for

Mentally
Deficient Children

Note:—They will, if necessary, be deputed for special training in the National Institute for Mentally Handicapped, Secunderabad/any Institution approved by Government. They will be retained in the post by allowing the grade promotional benefits from time to time which would have accrued had they remained in their respective post.

15. Social Education By direct recruitment.
Assistant

1. Degree of a recognised University.
2. B.Ed. Degree from a recognised University.

Preferential:—Postgraduate Degree/Diploma in Psychology of a recognised Institute.

1. Degree in Sociology/Social Work, Home Science or Psychology of a recognised University.

OR

2. A Degree in any other discipline of a recognised University along with Balasevika Training Certificate (one year course) issued by the Indian/State Council for

(1)	(2)	(3)
		Child Welfare or any other recognised Institutions or Pre-primary Teachers Training Certificate from institutions recognised by the Government.
16. Warden, Hostel for Working Men	1. By promotion from qualified persons from category 32. 2. In the absence of qualified persons under item (1) above, by direct recruitment.	SSLC. Degree of a recognised University.
17. Warden, Hostel for Working Women	1. By promotion from qualified persons from category 31. 2. In the absence of qualified candidates under item (1) above, by direct recruitment.	SSLC. Degree of a recognised University.
18. Literacy Teacher Grade II	By direct recruitment.	Teachers Training Course or its equivalent.
19. Nursery Teacher	By direct recruitment.	(a) SSLC or its equivalent. (b) TTC or Balasevika Training Certificate (one year) issued by Indian/State Council for Child Welfare or Nursery/Pre-primary Teachers Training Certificate from an institution recognised by the Government.

20. Senior Instructor
V o c a t i o n a l
Training Centre

1. By promotion of qualified persons from categories 24, 33, 34, 35, 36 and 37.

Note:—Appointment by promotion shall be made from a common list prepared on the basis of the date of appointment to the respective categories without prejudice to interse seniority of persons in the same category.

2. In the absence of qualified persons under item (1) above, by direct recruitment.

(a) SSLC.

(b) Certificate course in Information Technology.

(c) KGTE/MGTE (Lower) or its equivalent in Book Binding.

OR

KGTE/MGTE (Lower) in Tailoring and Embroidery.

OR

Certificate in Plastic Works, Basket Making issued after a period of training not less than one year from an Institution recognised by Central or State Government or Training in Mat Weaving/Pottery for a period of not less than one year conducted by Central or State Government Institutions or Diploma in Leather Technology/ Leather works approved by the Central or State Government.

(1)	(2)	(3)
<i>Note:</i>—The technical qualification will change according to the subject for which the post of Senior Instructor exists.		
21. Physical Training Instructor/Drill Instructor	By direct recruitment	(a) SSLC or its equivalent. (b) A pass in the certificate of examination on Physical Education conducted by the Commissioner of Government Examinations, Kerala.
22. Music Teacher	1. By promotion from category 38 2. In the absence of qualified persons under item (1) above, by direct recruitment	A Bachelors Degree in Music of a recognised University. or (a) SSLC or its equivalent; and (b) Pass in Gana Praveena in vocal music or Ganabhoosanam in vocal music or Music Senior Certificate issued by the Commissioner of Government Examinations, Kerala or KGTE (Higher) or MGTE (Higher) in Music.

- | | | |
|--|-----------------------|---|
| 23. Agriculture Instructor/ Agriculture Demonstrator | By direct recruitment | <p>(a) SSLC or its equivalent.</p> <p>(b) VHSC Certificate in Agriculture or its equivalent approved by Government of Kerala.</p> |
| 24. Carpentry Instructor | By direct recruitment | <p>(a) SSLC or its equivalent.</p> <p>(b) National Trade Certificate in Carpentry trade approved by Government of Kerala.</p> |
| 25. Weaving Instructor | By direct recruitment | <p>(a) SSLC or its equivalent.</p> <p>(b) KGTE (Lower) in Weaving or MGTE (Lower) in Weaving or its equivalent approved by Government of Kerala.</p> |
| 26. Dance Master | By direct recruitment | <p>(a) SSLC or its equivalent.</p> <p>(b) Bachelor of performing Arts (Nritham) or Diploma in Dance from the Kerala Kalamandalam or Diploma in Natanabhushanam or as equivalent approved by Government of Kerala.</p> |
-

(1)	(2)	(3)
27. Tailoring Instructor/ Needle work Teacher	1. By transfer from category 40 2. In the absence of qualified persons under item (1) above, by direct recruitment	(a) SSLC or its equivalent. (b) KGTE (Lower) or MGTE (Lower) in Needle work and Garment making or its equivalent approved by Government of Kerala.
28. Craft Instructor/ Craft Teacher	By direct recruitment	(a) SSLC or its equivalent. (b) KGTE (Lower) or MGTE (Lower) in the Craft subject concerned or equivalent in the craft subject concerned.
29. Care Taker (Male)	1. By promotion from category 43 (Male Attendant) 2. By direct recruitment	(a) PDC or +2 or equivalent and 1 year experience as a care giver in any of the child care institutions recognised by the Kerala State Orphanage Control Board under Social Welfare Department. (b) Shall possess good physique.

Note:—1. (i) Care Taker (Male) appointed by direct recruitment/promotion shall undergo an in service training for a period of 3 months under the supervision and guidance of the Probation Officer of the

District in which he is appointed as per the detailed programme determined by the Director of Social Welfare.

- (ii) The training period under clause (i) shall be treated as duty for all service benefits.
- (iii) The ratio between direct recruitment and promotees shall be 3:1 of the cadre strength.

30. Care Taker
(Female)

- 1. By promotion from category 43 (Female Attendant)
- 2. By direct recruitment

(a) PDC or +2 or equivalent and 1 year experience as a care giver in any of the child care institutions recognised by the Kerala State Orphanage Control Board under Social Welfare Department.

(b) Should possess good physique.

*Note:—*1. (i) Care Taker (Female) appointed by direct recruitment/promotion shall undergo an in service training for a period of 3 months under the supervision and guidance of the Probation Officer of the District in which he is appointed as per the detailed programme determined by the Director of Social Welfare

(1)	(2)	(3)
	(ii) The training period under clause (i) shall be treated as duty for all service benefits. (iii) The ratio between direct recruitment and promotees shall be 3:1 of the cadre strength. 2. Only female candidates are eligible for direct recruitment to the post.	
31. Matron Grade I :	1. By promotion from category 42 (Matron Grade II) 2. In the absence of qualified persons under item (1) above, by direct recruitment. <i>Note:</i>—Physically disabled are not eligible	SSLC or its equivalent.
32. House Master	1. By promotion from category 43 2. In the absence of qualified persons under item (1) above, by direct recruitment.	SSLC or its equivalent. SSLC or its equivalent.
33. Instructor Book Binding	By direct recruitment	(a) SSLC or its equivalent. (b) KGTE (Lower) in Book Binding or MGTE (Lower) in Book Binding or its equivalent.
34. Instructor (Tailoring and Embroidery)	By direct recruitment	(a) SSLC or its equivalent. (b) KGTE (Lower) or MGTE (Lower) in Tailoring and Embroidery or its equivalent.

35. Instructor (Leather Works) By direct recruitment

- (a) SSLC or its equivalent.
- (b) Diploma in Leather Technology.

OR

Certificate in Leather Works approved by the Government of India or any State Government.

36. Instructor (Plastic Works) By direct recruitment

- (a) SSLC or its equivalent.
- (b) A certificate in Plastic Works or Basket making issued after a period of training for not less than one year by an Institution recognised by Government of India or by any State Government.

37. Instructor (Pottery/Mat Weaving) By direct recruitment

- (a) SSLC or its equivalent.
- (b) Certificate in Pottery/Mat Weaving issued by a recognised Institution or by an Institution Controlled by Government.

38. Part-time Bagavather/Part-time Music Teacher By direct recruitment

- (a) SSLC or its equivalent.
- (b) Diploma in Vocal Music (Ganabhooshanam) or its equivalent recognised by State Government.

(1)	(2)	(3)
39. Part-time Hindi Teacher	By direct recruitment	(a) SSLC or its equivalent. (b) RBV of the Dakshina Bharath Hindi Prachar Sabha or its equivalent.
40. Part-time Tailoring Instructor	By direct recruitment	(a) SSLC or its equivalent. (b) KGTE or MGTE (Lower) in Tailoring or its equivalent.
41. Electrician Cum-Pump Driver	By direct recruitment	(a) SSLC or its equivalent. (b) National Trade Certificate in the Trade Electrician issued by the National Council for Vocational Training.
42. Matron Grade II	1. By Transfer of qualified Ayahs and Watch women of the Last Grade Service of the Social Welfare Department. 2. In the absence of qualified persons under item (1) above, by direct recruitment.	SSLC or its equivalent. SSLC or its equivalent.
43. Male Attendant/ Female Attendant/ Male Warden	1. By promotion from qualified persons in the Last Grade Service of the Social Welfare Department. 2. In the absence of qualified persons under item (1) above, by direct recruitment.	Pass in Standard VII. SSLC or its equivalent.

Note.—Physically disabled persons are not eligible.

4. *Reservation of appointment.*—The rules of reservation of appointment contained in rules 14 to 17 A and 17 B of General Rules of the Kerala State and Subordinate Services Rules, 1958 shall apply to direct recruitment.

5. *Appointing authority.*—The appointing authority in respect of all categories except Category No.1 shall be the Director of Social Welfare or any other Officer authorised by the Government. The appointing authority in respect of Category No.1 shall be the Government.

6. *Qualification regarding age.*—No person shall be eligible for appointment under these rules if he has not completed the age of 18 years or has completed the age of 35 years on the first day of January of the year in which the applications for appointment are invited subject to the usual relaxation in age for candidates belonging to Scheduled Castes/Scheduled Tribes and Other Backward Classes.

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

(i) If appointed by direct recruitment or recruitment by transfer through PSC shall be two years on duty with in a continuous period of three years and

(ii) If appointed in a post or category from another post or category in the same service or appointed by transfer from one service to another within the same department or in another department (where direct recruitment is not resorted to) shall be one year on duty within a continuous period of two years.

8. *Tests.*— (1) Every person appointed to Category No.1 shall pass the Kerala Probation Test and Account Test (Lower) during his period of probation, if he has not already passed the same.

(2) Every person appointed to categories 2 to 7, 11 and 12 shall pass Account Test (Lower) or its equivalent if he has not already passed the same during the period of probation.

9. *Training.*—(a) Every person appointed to Category No.1 shall undergo inservice training for a period of three months under the guidance and supervision of the Chief Probation Superintendent (Joint Director, Social Welfare)

(b) Every person appointed to Category No. 13, 14, 29, 30 shall also undergo training for such period as so specified by the Government or the Director of Social Welfare from time to time.

(c) The training period under sub-clause (a) and (b) above shall be counted for all service benefits.

10. *District wise recruitment.*—Direct recruitment to category 31, 42 and 43 shall be made on district wise basis.

11. *Seniority.*—Categories of posts under the Juvenile Justice Wing transferred from the Jail Department have been integrated with equated posts in the Social Welfare Department as per G.O. (Ms.) No.17/98/SWD dated 20-5-1998. Seniority of persons holding the posts so integrated will be determined as follows:

(i) If the integrated posts have the same scale of pay with the method of appointment "by direct recruitment" seniority of incumbents will be fixed on the basis of the provision contained in Rule 27 (C) of General Rules.

(ii) In the case of promotion posts the date of appointment to the respective posts shall be the criterion.

12. The provisions under rule 10 (b) (iii) and the Note there under in the General Rules with regard to the verification of the character and antecedents of candidates will not be made applicable to the persons provisionally appointed or absorbed in the Department.

13. *Savings.*—Notwithstanding anything contained in these rules, the persons who are working in the categories of posts earmarked for promotion from Ministerial, Integrated Child Development Services Scheme and Probation/Juvenile Justice streams will be given a chance to exercise option for change over to respective categories in their original stream. Such category change will be allowed only once and their seniority will be reckoned with reference to the date of order of appointment to the category in their original stream w.e.f. the date of effective advice as the case may be.

By order of the Governor,

DR. USHA TITUS,

Secretary to Government.

Explanatory Note

(This does not form part of the Notification, but is intended to indicate its general purport.)

Government have integrated various categories of posts in Juvenile Justice Wing of the Jails Department with the Social Welfare Department. The categories of posts coming under Subordinate Service are to be incorporated in the Kerala Social Welfare Subordinate Service. Further based on the directions from Government of India the category of Assistant Child Development Project Officer was reserved exclusively for women. Moreover the name of the category of District Probation Officer Grade-II has since been changed as Probation Officer Grade-II. Moreover there were complaints from various quarters regarding the existing method of appointment of departmental candidates against some categories. Government also feel that in order to enhance the functional efficiency of the Department the various streams now available in the Department such as Integrated Child Development Service, Juvenile Justice/Probation, Ministerial are to be separated and strengthened and also they get their due share of representation in higher posts. In view of the above Government have decided that a comprehensive revision of the existing Special Rules is necessary.

This notification is intended to achieve the above objects.