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KERALA WATER AUTHORITY
Jalabhavan, Thiruvananthapuram – 695033

PROCEEDINGS OF THE CHIEF ENGINEER (HRD& GL)
PRESENT: SURAJA NAIR

Sub: KWA - Admin- Appointment of Divisional Accounts Officer in the scale of pay of ₹ 49000-110300 (Pre-revised- ₹19440-34430/-) through Kerala Public Service Commission- Posting Orders issued - reg:

KWA/JB/E2(B)/DAO/07/2025

19-03-2025

Read: 1 SR3-2/1/2023-KPSC Dated 18/02/2025 of the KPSC
 2 G.O.(P) No 19/2011/WRD Dated 01/03/2011
 3 G.O.(P) No.27/2016/WRD Dated 11/11/2016

ORDER

The under-mentioned candidate advised by Kerala Public Service Commission vide read 1 under clause (1) of Sub Rule (a) of Rule 9 of the General Rules as provided for Rule 10(b) of KS & SSR, 1958, for appointment to the post of Divisional Accounts Officer in the scale of pay of ₹ 49000 -110300 in the Kerala Water Authority is provisionally appointed as Divisional Accounts Officer in this organization. The candidate appointment is subject to Rule 3(c) of the KS&SSR. The candidate will have to report at Jalabhavan, Head Office, Thiruvananthapuram on 28 /03/2025 for training.

Name & Address of candidate	Date of Birth	Advised in
NISHA K NARIYANTEPUNNA 245 KARIVEDAKOM KASARAGOD - 671541	23/08/1995	ST Turn

The above candidate are appointed in accordance with the special rules cited 2nd and 3rd and will have to undergo training for one year. The allowance/Pay during the

period of training will be the minimum of the scale of pay of the Divisional Accounts Officer.

This appointment will be regularized subsequently on verification of character and antecedents by the Police department and after obtaining a verification certificate from the Kerala Public Service Commission. He/She will be on probation from the date of joining duty, for a period of two years on duty within a continuous period of 3 years of service, For the successful completion of probation, a candidate appointed should also pass the **Divisional Accounts Test Examination as per Appendix 2 VIII of Kerala Public Works Account Code and Manual of Office Procedure.**

The appointee shall produce the following original documents at the time of joining duty:

- i. Certificate to prove the age and qualifications in original with a self-attested copy.
- ii. The Medical Fitness Certificate obtained from a Medical Officer not below the rank of a Civil Surgeon with finger impression and photo attested as prescribed in G.O(P) No.20/2011/P & ARD dated 30.06.2011 (published in KWA Website).
- iii. Duly filled Annexure 1 Form for Police Verification as per G.O(P) No.79/2009/Home dated 05.06.2009 along with the challan of Rs.1000/-remitted by the incumbent towards the fee for Police verification in the Head of Account 0055-00-103-Fees, fines and forfeitures in the Kerala Govt Treasury
- iv. Form for details of the movable & immovable property to be filled at the time of joining service as per G.O(P) NO.171/2016 dated 15.11.2016.
- v. Recent Passport size photograph (4 Nos.)
- vi. Identification Proof (Voters Identity Card/Aadhar Card) with one self-attested copy.
- vii. Other relevant certificates (Community Certificate/Non-Creamy layer Certificate/EWS/Disability Certificate etc) if any with a self-attested copy.
- vii. Relieving order from institution with employment under government service/quasi-government organizations shall be produced.

The following action should also be taken by the DDO/Head of the office while admitting the candidate to join duty:

1. The candidate shall be allowed to join duty only after verifying the documents produced by the candidate.
2. The Service Book (e-service book) should be opened within 7 days from the date of joining.
3. While recording the details of the PSC Advice and Appointment order in the Service Book, the details of quota on which the candidate is appointed i.e., whether on merit quota

or reservation, quota should also be recorded in the Service Book as per G.O. (P)No.125/2016/Fin dated 29-08-2016.

4. The Form “Details of the movable and immovable properties to be filed at the time of joining service” obtained from the candidate as per G.O. (P) No.171/2016/Fin dated, 15.11.2016 should be pasted in the Service Book.

5. After the completion of training, action shall be taken by the controlling officer to enrol the candidates into the National Pension Scheme introduced vide G.O.(P)No.20/2013/Fin dated 07/01/2013.

SURAJA NAIR
CHIEF ENGINEER

To

The Candidate

Copy to: The Executive Engineer, Training, Head Office, TVPM (You are hereby directed to make arrangements for imparting training to the Divisional Accounts Officer)

- PA to MD/PA to Joint MD/PA to TM/CA to CE(HRD & GL)/ CA to FM & CAO/ CA to DCE(GL)/ CA to Sr.AO/ AO(Admin)/ JS Admin/File.