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KERALA WATER AUTHORITY

Jalabhavan
Thiruvananthapuram – 695033
Kerala - India

PROCEEDINGS OF THE DEPUTY CHIEF ENGINEER (GENERAL)

PRESENT: Sreekala LB

Sub: KWA – Administration – Provisional appointment of Draftsman Grade I in the scale of pay of ₹ 36500-89000 through the Kerala Public Service Commission – Posting orders issued.

No. KWA-JB/8794/2024-E4

Dated:21-02-2026

Read: 1. Advice No. R1B-3/21/2024-KPSC dated 29.01.2026 of the Secretary, Kerala Public Service Commission, Thiruvananthapuram.
 2. G.O.(P) No.23/2022/WRD dated 25-10-2022.
 3. G.O.(P) No.77/2024/Home dated 05-11-2024.

ORDER

The following candidate, recruited through the Kerala Public Service Commission as per the advice read 1st above, is hereby provisionally appointed and posted as Draftsman Grade I in the scale of pay ₹ 36500-89000 to the station noted against her name:

Sl No	Name & Address of Candidate	DOB & Qualification	Posted To
1	Sandra K G Kolathayi House, Muringoor, Muringoor P.O., Thrissur - 680309 (E/B/T -EZHAVA) BC TURN	12-08-1994 BTech (Civil Engineering)	PH sub Division, Muvattupuzha

The candidate is hereby directed to join the new station within 15 days from the date of this order. The NJD vacancies will be reported to Kerala Public Service Commission on completion of the stipulated time.

The incumbent will be on probation for 2 year duty within a continuous period of 3 years of service.

The appointee shall produce the following original documents at the time of joining duty and the controlling officer should verify the below mentioned documents.

1. Necessary certificate in original to prove Date of Birth.
2. Certificate to prove Educational Qualifications.
3. Candidates under respective reservation quota should bring original and attested copies of

Non-creamy layer certificate/Community Certificate/Disability Certificate whichever is applicable.

4. Medical Fitness Certificate obtained from a Medical Officer not below the rank of Civil Surgeon with finger impression and photo attested as prescribed in G.O(P) No. 20/2011/P & ARD dated,30.06.2011.
5. Duly filled Annexure I form for Police Verification as per G.O.(P) No.79/2009/Home dated,05.06.2009. An amount of Rs.1,000/- to be 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 Government Treasury vide 4th cited.
6. Form for "Details of the Movable and immovable properties to be filled at the time of Joining Service" as per G.O.(P)No.171/2016/Fin dated,15.11.2016.
7. 4 copies of recent passport size photograph.
8. Voters Identity Card/Aadhaar Card.

The following action should be taken by the Head of Offices/Controlling Officers concerned while admitting the candidate to join duty.

1. The candidates shall be allowed to join duty only after verifying the above said documents produced by the candidates. The joining report of the candidates along with one copy of the verification certificate shall be submitted within 15 days to this office without fail. The proforma of the verification certificate is available in the website of Kerala Water Authority.

2. The e-Service Book should be opened within 7 days from the date of joining.

3. The following documents of the candidates shall be forwarded to this office within two weeks from the date of joining duty without delay.

- i. Attested copies of the pages of e-Service Book containing Name, address, personal identification marks, finger impressions, signature, date of joining duty (ie., Service KWA-JB/496/2023-E5 I/233008/2026 Book pages 1, 2, 3, 7, 28 and 49) details of previous service recorded, if any and copy of the identification certificate pasted in the e-Service Book of the incumbents as stipulated in the G.O.(P)No.20/2011/P&ARD dated, 30.06.2011.
- ii. The duly filled-up Annexure I Form for Police Verification of the incumbent at the time of their joining duty along with chellan of Rs.1,000/- 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 Government Treasury vide 4 th cited.
- iii. The original OTV certificate issued by KPSC (duly Filled) shall also be forwarded along with the above.

4. While recording the details of PSC Advice and Appointment Order in the eService 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 eService Book as per G.O. (P)No.125/2016/Fin dated, 29.08.2016.

5. The Form of "**Details of the movable and immovable properties to be filled 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 e-Service Book.

6. Action shall be taken by the controlling officer to enroll the candidates into National Pension Scheme introduced vide G.O.(P)No.20/2013/Fin dated, 07.01.2013.

7. As per G.O.(P)No.45/91/P&ARD dated, 30.12.1991, the applications for corrections of Date of Birth if any needed in the case of a Govt, employee shall hereafter be made within five years ones' entry in service.

SREEKALA L B
DEPUTY CHIEF ENGINEER

To The Candidate (Sandra K. G.).

DBA for uploading to the official website.
The Chief Engineer (Central) Region.
The Superintending Engineer, P.H. Circle, Kochi.
The Executive Engineer, P.H. Division, Kochi.

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