



GOVERNMENT OF KERALA
Personnel & Administrative Reforms (AR13) Department

No. 5655/AR13(2)/11/P&ARD

Thiruvananthapuram, Dated: 30-03-2011.

CIRCULAR

Sub:- P&ARD - General Election to Kerala Legislative Assembly- Promotion and Transfer of Government employees consequent on the retirement on 31-3-2011 - Guidelines issued.- reg.

Ref:- Note No.1008(146)/EL4/2011/Elec. Dated 25-3-2011 from Chief Electoral Officer.

Consequent on the retirement of State Government employees on 31-03-2011, a large number of vacancies will arise and many Departments have requested the Election Department for clarification whether the promotions and general transfer orders can be issued in view of the Model Code of Conduct in force. In the note referred above, the Chief Electoral Officer has requested to issue guidelines in this regard. Considering all aspects and also to ensure that the election process is not affected the following guidelines are issued in view of General Election to Kerala Legislative Assem. 2011.

- i) All open vacancies arising owing to retirement may be filled up by regular promotion.*
- ii) General transfers based on requests and prevailing norms, which are normally effected along with (i) above may be deferred till the poll is over (ie after April 13th 2011)*
- iii) All transfers arising out of (i) above will be subject to the condition that the officers shall attend election duty at the allotted place for which the Heads of Department shall grant sufficient duty leave.*

iv) *The general transfers effected after April 13th 2011 will be on the basis of the same criteria, had the transfers been done on 31st March 2011.*

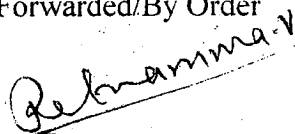
2. The Head of Office shall ensure that the election process is not affected in the least consequent on the promotion, transfer etc. of employees.

Dr. P. PRABAKARAN
Chief Secretary to Government.

To

All Additional Chief Secretaries
All Principal Secretaries/Secretaries/Special Secretaries
All Departments (All Officers/Sections in the Secretariat including Law & Finance)
All Heads of Departments/All District Collectors/
All Chief executive of Public Sector Undertakings/Autonomous bodies etc.
All Registrars, All Universities in Kerala (with C/L)
The Secretary, Kerala Public Service Commission (with C/L)
The Secretary to Chief Minister
The Private Secretaries of all Ministers
Additional Secretary to Chief Secretary
The Secretary, Legislature Secretariat (with covering letter)
Information and Public Relations Department (for wide publicity)
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Section Officer