



GOVERNMENT OF KERALA
Higher Education Department
Thiruvananthapuram,
Dated: 18-01-2012.

No. 170/D2/2012/H.Edn.

From
The Principal Secretary to Government

To
The Director of Collegiate Education,
Thiruvananthapuram.

Sir,
Sub:- Higher Education Department- Private Aided Colleges- Concurrence for filling up of vacancies in Private Aided Colleges - instructions - forwarding of - reg.
Ref:- 1. Minutes of the meeting held by Hon'ble Minister for Education on 13/12/11
2. Government letter of even number dated 4/1/12

I am to invite your attention to the reference cited and to inform you that

1. Appointment to all vacancies, both teaching and non-teaching, arising due to Fresh appointment(s)/ Retirement/VRS/Promotion/Dying-in-harness and which are not supernumerary posts can be filled up by the Management of Private Aided Colleges without Government concurrence subject to the conditions that

- a) An undertaking in the format attached herewith shall be submitted along with the first salary bill of the new appointee
- b) The Manager shall obtain an undertaking from the appointee agreeing to refund all payments made to the appointee on account of this appointment in the event of any findings in future by the Government or by the Zonal Office of the Directorate of Collegiate Education that there was no sufficient work load at the time of this appointment

2. The Deputy Director of Collegiate Education shall before approving the disbursement of the salary of the new appointee verify

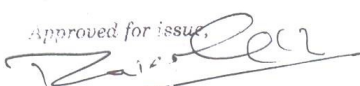
- a) That the undertaking attached is in the prescribed format
- b) That the posts against which the appointment has been made are not supernumerary posts

3. The Deputy Director of Collegiate Education shall complete the verification referred to above within three months from the date of approval of the appointment by the concerned University

The above instructions come into force forthwith. The Director of Collegiate Education should take immediate steps to inform all concerned about the undertaking prescribed by Government

Yours faithfully,
FINNY ZACHARIAH
Deputy Secretary
for Principal Secretary to Government

Approved for issue,


Section Officer

1. Appointment to all vacancies, both teaching and non-teaching, arising due to Fresh Appointment(s) /Retirement/VRS/Promotion/Dying-in-harness and which are not supernumerary posts can be filled up by the Management of Private Aided Colleges without Government concurrence subject to the conditions that
 - i. An undertaking in the format attached herewith shall be submitted along with the first salary bill of the new appointee.
 - ii. The Manager shall obtain an undertaking from the appointee agreeing to refund all payments made to the appointee on account of this appointment in the event of any findings in future by the Government or by the Zonal Office of the Directorate of Collegiate Education that there was no sufficient work load at the time of this appointment.
2. The Deputy Director of Collegiate Education shall before approving the disbursement of the salary of the new appointee verify
 - i. That the undertaking attached is in the prescribed format.
 - ii. That the posts against which the appointment has been made are not supernumerary posts.
3. The Deputy Director of Collegiate Education shall complete the verification referred to above within three months from the date of approval of the appointment by the concerned University.

UNDERTAKING

**TO BE ATTACHED WITH THE FIRST SALARY BILL FOLLOWING THE APPOINTMENT TO A
VACANCY ARISING FROM FRESH
APPOINTMENT/RETIREMENT/VRS/PROMOTION/DYING IN HARNESS**

(To be signed by the Manager of the Private Aided College ~~and the Principal/DDO~~)

1. The appointment of Sri./Smt _____ to the post of _____ in the _____ (Name of College), is not against any supernumerary post.
2. The post against which the above appointment has been made is part of the sanctioned strength of aided courses and as per the work load of aided courses verified and ensured by the Dy. Directorate of Collegiate Education.
3. This appointment has been effected against vacancy arising from FRESH APPOINTMENT/RETIREMENT/VRS/PROMOTION/DYING-IN-HARNESS (Score off what is not applicable) and not against any other category of vacancy.
4. The Management undertakes to refund to Government all payments and any expenditure incurred by Government on account of the appointment referred to above if the same has been made in breach of the conditions herein or in the event of any finding in future by the Government or by the Zonal Office of the Directorate of Collegiate Education that there was no sufficient workload at the time of the above appointment.

Manager of the Private Aided College (_____)