

# **KERALA STATE ELECTRICITY BOARD LIMITED**

(Registered with the Ministry of Corporate Affairs, Government of India, CIN : U 40100KL2011 SGCO27424)

Office of the Chief Engineer (HRM),  
Vydyuthi Bhavanam, Pattom,  
Thiruvananthapuram

No.EB.Gr.1/GL/FC-CA/2014

Dated : 04-02-2014

## **NOTICE**

Sub:: Provisional Gradation List of Senior Fair Copy Superintendent, Fair Copy Superintendent, Senior Fair Copy Assistant, Junior Fair Copy Assistant, Senior Confidential Assistant and Confidential Assistant – Publishing of-reg:

Ref :- This Office Circular No EB/Gr1/2005 dated 18-3-2005

In the office circular referred above, the Gradation List of Senior Fair Copy Superintendent, Junior Fair Copy Superintendent, Senior Fair Copy Assistant, Junior Fair Copy Assistant, Personal Assistant, Junior Personal Assistant, Senior Confidential Assistant, Confidential Assistant as on 1-1-2005 was published. Now it is decided to publish a Provisional Gradation list of Senior Fair Copy Superintendent, Fair Copy Superintendent, Senior Fair Copy Assistant, Junior Fair Copy Assistant, Senior Confidential Assistant and Confidential Assistant as on 1-2-2014.

All Chief Engineers/Deputy Chief Engineers/Executive Engineers are requested to obtain the Seniority List from the official website of KSEB and make the list available among the concerned staff under their control and verify their service records with the Gradation list. Addition /correction/omission, if any, should be reported to this office by the custodian of the Service Book with supporting documents on or before 15.03.2014. Please quote the serial number in the Provisional Gradation list when corrections are reported.

**Sd/-**  
**CHIEF ENGINEER (HRM)**

To

- 1.The Secretary(Administration), KSE Board Ltd
- 2.The Personnel Officer KSE Board Ltd
- 3.All Chief Engineers (Distribution/Civil/Transmission/Generation)
- 4.All Deputy Chief Engineers (Distribution/Civil/Transmission&Generation)
- 5.All Executive Engineers (Distribution/Civil/Transmission &Generation)
- 6.Stock File

**The guidelines observed for the preparation of gradation list are as follows:**

1. The seniority of Junior Fair Copy Assistant and Confidential Assistant recruited through KPSC (General /Special) is determined by the effective date of advice of the KPSC.
2. The seniority of Junior Fair Copy Assistant and Confidential Assistant appointed under compassionate employment assistance scheme is determined with respect to the date of joining duty.
3. The seniority of Physically handicapped employees who were regularized as Junior Fair Copy Assistant is determined from the date of regularization.

**Sd/-**

**CHIEF ENGINEER (HRM)**