



Abstract

Information Kerala Mission (IKM) – restructuring of IKM and reclassification of designation for project staff – sanctioned – orders issued

G.O. (Rt) No. 3865/08/LSGD

Thiruvananthapuram, dated 03-11-2008

- Read
1. Minutes of the 11<sup>th</sup> meeting of Executive Committee of IKM on 10-October-2007
  2. Report of the Centre for Management Development (April 2008)
  3. Minutes of the 17<sup>th</sup> meeting of Executive Committee of IKM on 3-May-2008
  4. Letter no. IKM/ECD/22/08 dated 19.05.2008 from the Executive Chairman and Director, IKM

ORDER

As per the reference read as 1 above, the Executive Committee (EC) of Information Kerala Mission (IKM) had entrusted the Centre for Management Development (CMD) to rationalise the pay structure in IKM, in view of the skilled personnel in IKM leaving the organisation disenchanted with the poor pay package and service conditions. The CMD had submitted the report read as 2 above, which was approved by the EC of IKM as per reference read 3 as above.

2. The report of the CMD rationalises the designations commensurate with the basic qualification and length of service in IKM. The reclassification is for the current 440 posts in 11 categories with 35 designations and 30 consolidated remuneration/ pay. These are now reclassified into 13 categories with appropriate designation.

3. The Government have examined <sup>the</sup> matter in detail and are pleased to order as follows:

- a. The rationalisation of the designations as suggested below is approved.

Technical

S/N	Present designation	Proposed designation	Minimum qualification	Experience (Cumulative)
1	Data Entry Operator, Project Associate	Junior Technical Assistant	SSLC & ITI, Pre-degree, Pre-degree & ITI/ Certificate Course	0-2 yrs
2.	Jr. Technical Asst. Programmer Trainee	Technical Assistant	Technical Diploma, Degree	0-2 yrs
			SSLC & ITI, Pre-degree, Pre-degree & ITI/ Certificate Course	3 yrs-5 yrs
3.	Jr. Technical Asst. Technical Assistant I, Sr. Technical Assistant Project Associate I Sr. Project Associate I Sr. Project Associate III Programmer II	Junior Technical Assistant	PG/PGDCA	0-2 yrs
			Technical Diploma, Degree	3 yrs-5 yrs
			SSLC & ITI, Pre-degree, Pre-degree & ITI/ Certificate Course	Above 5 yrs.
4.	Project Associate II Sr. Project Associate Engineer, Senior Programmer Jr. Programmer / Programmer Programmer II/ Trainer II	Technical Officer	B.Tech., MCA, M.Sc (CS), MBA	0-2 yrs
			PG/ PGDCA	3 yrs-5 yrs
			Technical Diploma, Degree	6 yrs-8 yrs
5.	Senior Programmer II Engineer I	Senior Technical Officer	B.Tech, MCA, M.Sc (CS), MBA	3-5 yrs
			PG/PGDCA	6 yrs-8 yrs
			Technical Diploma, Degree	Above 8 yrs
6.		Manager (Technical)	B.Tech, MCA, M.Sc (CS), MBA	Above 5 yrs
			PG/PGDCA	Above 8 yrs

Non-Technical

S/N	Present designation	Proposed designation	Qualification	Experience (Cumulative)
1.	Messenger	Last Grade/ Messenger	SSLC	Nil
2.	Skilled Assistant Data Entry Operator	Junior Assistant	SSLC & ITI, Pre-degree, Pre-degree & ITI/ Certificate Course	0-2 yrs

S/N	Present designation	Proposed designation	Qualification	Experience (Cumulative)
3.	Skilled Assistant Skilled Assistant I Senior Skilled Assistant	Assistant	SSLC & ITI, Pre-degree, Pre-degree & ITI/ Certificate Course	3-5 yrs
			Degree, Diploma	0-2 yrs
4.	Skilled Assistant II	Senior Assistant	SSLC & ITI, Pre-degree, Pre-degree & ITI/ Certificate Course	6-8 yrs
			Degree, diploma	3 yrs-5 yrs
			PG	0-2 yrs
5.	Manager I	Assistant Manager	SSLC & ITI, Pre-degree, Pre-degree & ITI/ Certificate Course	Above 8 yrs
			Degree, Diploma	6-8 yrs
			PG	3-5 yrs
			MBA	0-2 yrs
6.		Manager	Degree, Diploma	Above 8 yrs
			PG	Above 5 yrs
			MBA	3-5 yrs
7.	Manager II	Senior Manager	MBA	Above 5 yrs

- b. The Corporate Management/ Administration division shall be restructured immediately as follows:
- i. Group Director (Administration) (on deputation from Government) 1
  - ii. Three teams each with a Team Leader (Administration, Purchase & Works, Accounts teams; on deputation from Government) 3
  - iii. Two assistants in each team, and one for GD(A) (in whatever designation) 7
  - iv. CA for EC&D 1
  - v. Messenger/ LGs 2
  - vi. Receptionists 2
  - vii. Librarian 1
  - viii. Data Entry Operator 1

The services of Managers in Corporate Management/ Administration on deputation/ short assignment shall be discontinued.

- c. Deployment of technical staff in various divisions of HQ such as Administration, Implementation, LOBE & QC, Training and Technical Support divisions needs to be reviewed in the context of the requirement of technical personnel in field. They shall be redeployed in field for computerisation of LSGIs, training, handholding, etc. instead of going for

fresh post creation and recruitment. If the incumbents are not willing, their services shall be terminated and fresh recruitments made for these posts.

- d. The practice of sparing service of IKM employees to other organisations/ departments shall be discontinued forthwith.
4. The restructuring as suggested above shall be implemented with retrospective effect from 1.11.2007, after assessing the performance of the incumbents.
5. No posts shall be created or the remuneration revised without the concurrence of the Government in future.

By Order of the Governor,  
S. M.VIJAYANAND,  
Principal Secretary to Government.

To

- ✓ 1. The Executive Chairman & Director, IKM, Thiruvananthapuram.
2. The Accountant General, A & E/Audit, Kerala, Thiruvananthapuram.
3. The Director, Local Fund Audit, Vikas Bhavan, Thiruvananthapuram.
4. The F.D (vide Note No.55340/Dev.1/08/LSGD dated: 07-10-2008.  
Stock File/Office Copy.

Forwarded/By Order



Section Officer

Copy to: The Private Secretary to the Minister (LSGD)  
P.A. to the Principal Secretary (LSGD).  
Joint Secretary (IN)