

Prisons & Correctional
Services Headquarters
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General-E1-15018/2022/PrHQ

Dated: 17-12-2025

NOTIFICATION

Sub:- Prisons Dept. - Prisons Headquarters – Estt. - Selection to the post of Welfare Officer Grade-II through appointment by transfer – Application called for - Reg:-

Ref:- 1) G.O. (P) No.49/2010/Home, dated 17/02/2010.
2) G.O. (Rt) No. 2411/2017/Home dated: 13/09/2017
3) Notification No.E1-15018/2022/PrHQ dtd.27.07.2024

As per the reference 3rd cited, applications were invited for filling up of the two vacancies from the Prisons personnel under the quota of By transfer appointment. But due to the lack of eligible applications from executive staff and ministerial staff, two vacancies are still existing. So fresh applications are invited for the two vacancies from eligible staffs of Jail Department abide by Kerala Jail Service (Amendment) Special Rules 2010.

The procedure for appointment to the post of Welfare Officer Grade-II as per Government Order, vide Note 1 to “Kerala Jail Service (Amendment) Special Rules 2010” is as follows:-

Category	Method of appointment
Welfare Officer Gr.II	<ol style="list-style-type: none"> 1. By Direct Recruitment 2. By Transfer from the category of - <ol style="list-style-type: none"> a. Assistant Jailor Grade I/Superintendent of Sub Jail/Supervisor of Borstal School & Open Prison of Kerala Jail Subordinate Service; and b. The categories of Senior Superintendent, and in their absence from Junior Superintendent. In the absence of candidates from the above categories from Head Clerks, Chief Accountant, Stock Verifier, Statistical Officer, Manager.

Notes:- The post shall be filled up by the methods specified in item 1 & 2 above in the ratio 1:1 and the appointment By Transfer mentioned in item 2 shall be made from the categories mentioned in item 2 (a) & 2 (b) in the ratio 3:2.

The qualification prescribed for the appointment By Transfer is as follows.

Welfare Officer Gr.II	By Transfer	Degree in Social Work of a recognized University or Institution. OR Degree in any discipline with Post Graduate Degree in Social Work of a recognized University/Institution OR Masters Degree in Social Work from a recognized University/Institution AND Ability to read and write in Malayalam
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Note-(1) Physically handicapped persons will not be eligible for appointment to the post of Welfare Officer Gr.II.

Criteria for appointment By Transfer shall be based on merit and ability, seniority being considered only where merit and ability are approximately equal.

As per the reference 2nd cited, Female Assistant Superintendent Gr.I also, eligible for appointment to the category of Welfare Officer Gr.II, under Transfer of Service Scheme.

The applicants should have acquired the qualifications on or before the date of notification.

The applicant should have completed their probation in the respective category. Appointment to the post of welfare Officer Gr.II will come into existence with effect from the date of order of appointment.

Eligible candidates for selection to the post of Welfare Officer Grade-II, should submit the applications in the prescribed form, attached herewith, through the Head of

the Institutions, in which they are working, within 15 days, from the date of publication of this Notification. The applications shall be accompanied by attested copies of the qualifications.

Balram Kumar Upadhyay
DIRECTOR GENERAL

Signed by
Preetha V S
Date: 17-12-2025 12:33:52

PROFORMA

APPLICATION FOR APPOINTMENT TO THE CATEGORY OF WELFARE OFFICER GRADE – II THROUGH TRANSFER OF SERVICE QUOTA IN KERALA JAIL SERVICE

(To be filled up by the candidate requesting for Transfer of Service)

1	Name of Applicant	:	
2	Designation and present Station	:	
3	Scale of Pay	:	
4	Basic Pay	:	
5	Age and Date of Birth	:	
6	Date of entry in Government Service	:	
7	Date of commencement of continuous service in Government	:	
8	Date of commencement of service in Jail Department	:	
9	Date of joining in the present post	:	
10	Education qualifications	:	
	(a) General :	:	
	(b) Special : (Attach copies of Certificate for proof)	:	
11	Whether any disciplinary action pending, if so details	:	
12	Remarks:	:	

DECLARATION

I do hereby permanently opt to come over to the category of Welfare Officer Grade II and agree to accept the promotions in that line of service as per the Special Rules/Executive orders in force. I will have no claim in my previous appointment. If I am appointed as Welfare Officer Gr.II. The information furnished by me are true to the best of my knowledge and belief.

Signature of Applicant

The above facts are verified with relevant records and found correct.

Signature of the Head of the Office

Place:

Date: