



केन्द्रीय विद्यालय संगठन(मुख्यालय)

Kendriya Vidyalaya Sangathan (HQ)

18, संस्थागत क्षेत्र, शहीद जीतसिंह मार्ग,

18, Institutional Area, Saheed Jeet Singh Marg

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F. 11017/1/KVS(RPS)/2010

Dated: 27.02.2013

OFFICE MEMORANDUM


Subject: Revision of Schedule II of KVS ( Appointment, Promotion, Seniority etc.) Rules,

1971 – reg.

The existing provisions in the Schedule II dealing with delegation of disciplinary powers to various officers under KVS ( Appointment, Promotion, Seniority etc.) Rules 1971 are hereby revised as per approval of BOG in its 94<sup>th</sup> meeting held on 28.12.2012.

The revised Schedule –II of KVS (Appointment, Promotion, Seniority etc.) Rules 1971 is annexed for information of all concerned.

Enclosed: As above.

  
(G.K. SRIVASTAVA)  
Addl. Commissioner(Admn.)

Distribution:

1. The Deputy Commissioner, KVS, All Regional Offices.
2. The Director, KVS, All ZIETs.
3. All Officers and Sections in KVS(HQ).
4. All recognized Associations
5. The Asstt. Commissioner(EDP), KVS(HQ)- for uploading the OM on KVS website.

**SCHEDULE II**

Schedule showing the Appointing/Disciplinary, Appellate and Revisioning/Reviewing Authority for various posts in the Kendriya Vidyalaya Sangathan under the CCS(CCA) Rules 1965

S.No	Group	POST	APPOINTING AUTHORITY	DISCIPLINARY AUTHORITY	PENALTIES UNDER RULE 11 OF CCS(CCA) RULES 1965	APPELLATE AUTHORITY	REVISIONING /REVIEWING AUTHORITY
1	A	Commissioner/ Additional Commissioner(Admn.)	Govt. of India	Govt. of India	All	President of India	President of India
2	A	Additional Commissioner(Acad)	Chairman, KVS	Chairman, KVS	All	BOG, KVS	BOG, KVS
3	A	Joint Commissioner/Supdt. Engineer	Vice-Chairman, KVS	Vice-Chairman, KVS	All	Chairman, KVS	BOG, KVS
4	A	Deputy Commissioner/Director, ZIET	Vice-Chairman, KVS	Vice-Chairman, KVS	All	Chairman, KVS	BOG, KVS
				Commissioner, KVS	(i) to (iv)	Vice-Chairman, KVS	Chairman, KVS
5	A	Assistant Commissioner/Executive Engineer	Commissioner, KVS	Commissioner, KVS	All	Vice-Chairman, KVS	Chairman, KVS
6	A	Principal	Commissioner, KVS	Commissioner, KVS	All	Vice-Chairman, KVS	Chairman, KVS
				Deputy Commissioner	(i) to (iv)	Additional Commissioner (Admn.), KVS	Commissioner, KVS
7	A	Administrative Officer	Additional Commissioner (Admn.), KVS	Additional Commissioner (Admn.), KVS	All	Commissioner, KVS	Vice-Chairman, KVS
8	A	Vice-Principal/Principal Gr.II/Asstt. Education Officer	Additional Commissioner (Admn.), KVS	Additional Commissioner (Admn.), KVS	All	Commissioner, KVS	Vice-Chairman, KVS
				Deputy Commissioner	(i) to (iv)	Additional Commissioner (Admn.), KVS	Commissioner, KVS

9	B	Finance Officer	Additional Commissioner (Admn.), KVS	Additional Commissioner (Admn.), KVS	All	Commissioner, KVS	Vice-Chairman, KVS
10	B	Technical Officer/Statistical Officer/Section Officer/Asstt. Director(OL)/Sr. Hindi Translator/Private Secretary/Stenographer Gr. I	Joint Commissioner(Admn.), KVS	Joint Commissioner(Admn.), KVS	All	Additional Commissioner (Admn.), KVS	Commissioner, KVS
11	B	Assistant Editor	Joint Commissioner(Acad.), KVS	Joint Commissioner(Acad.), KVS	All	Additional Commissioner (Admn.), KVS	Commissioner, KVS
12	B	KV STAFF- Post Graduate Teachers/Trained Graduate Teachers/Head Master/Primary Teachers/Librarian/Yoga Teacher/PRT(Music)	Deputy Commissioner	Deputy Commissioner	All	Joint Commissioner(Admn.), KVS	Additional Commissioner (Admn.), KVS
				Assistant Commissioner/Principal	(i) to (iv)	Deputy Commissioner	Jt. Commissioner (Admn.), KVS
13	B	ZIET STAFF- Post Graduate Teacher/Head Master/Librarian/Computer Programmer	Director, ZIET	Director, ZIET	All	Joint Commissioner(Admn.), KVS	Additional Commissioner (Admn.), KVS
14		Assistant(HO), Stenographer Gr. II(HO), Hindi Translator(HO), Proof Reader	Deputy commissioner(Admn.)	Deputy Commissioner(Admn.)	All	Joint Commissioner(Admn.), KVS	Additional Commissioner (Admn.), KVS
15	B	Assistant( RO/ZIET), Stenographer Gr. II( RO/ZIET), Hindi Translator( RO).	Dy. Commissioner/Director, ZIET	Dy. Commissioner/Director, ZIET	All	Joint Commissioner(Admn.), KVS	Additional Commissioner (Admn.), KVS
16	B	Assistant (Kendriya Vidyalaya)	Deputy Commissioner	Deputy Commissioner	All	Joint Commissioner(Admn.), KVS	Additional Commissioner (Admn.), KVS
				Assistant Commissioner/Principal	(i) to (iv)	Deputy Commissioner	Joint Commissioner(Admn.), KVS

Appointing Authority

Disciplinary Authority

Penalties

Medical Authority

Retirement Authority

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D.A

Remitter

APP. A No. 10570

R.A

17	C	<u>UDC(HQ), LDC(HQ), Electrician, Staff Car Driver(HQ)</u>	<u>Deputy Commissioner(Admn.)</u>	<u>Deputy Commissioner(Admn.)</u>	All	Joint Commissioner(Admn.), KVS	Additional Commissioner (Admn.), KVS
18	C	<u>UDC( RO/ZIET), LDC( RO/ZIET), Staff Car Driver( RO), Hostel Nurse</u>	<u>Dy. Commissioner/Director, ZIET</u>	<u>Dy. Commissioner/Director, ZIET</u>	All	Joint Commissioner(Admn.), KVS	Additional Commissioner (Admn.), KVS
19	C	<u>UDC( Kendriya Vidyalaya), LDC( Kendriya Vidyalaya), Lab Assistant.</u>	<u>Deputy Commissioner</u>	<u>Deputy Commissioner</u>	All	Joint Commissioner(Admn.), KVS	Additional Commissioner (Admn.), KVS
				<u>Assistant Commissioner/Principal</u>	(i) to (iv)	Deputy Commissioner	Joint Commissioner(Admn.), KVS
20	C	<u>Sub-Staff( HQ)</u>	<u>Deputy Commissioner(Admn.)</u>	<u>Deputy Commissioner(Admn.)</u>	All	Joint Commissioner(Admn.), KVS	Additional Commissioner (Admn.), KVS
21	C	<u>Sub-Staff(RO)</u>	<u>DY. Commissioner</u>	<u>Dy. Commissioner</u>	All	Joint Commissioner(Admn.), KVS	Additional Commissioner (Admn.), KVS
				<u>Administrative Officer</u>	(i) to (iv)	Dy. Commissioner	Joint Commissioner(Admn.), KVS
22	C	<u>Sub-Staff(ZIET)</u>	<u>Director, ZIET</u>	<u>Director, ZIET</u>	All	Joint Commissioner(Admn.), KVS	Additional Commissioner (Admn.), KVS
23	C	<u>Sub-Staff( At Kendriya Vidyalayas)</u>	<u>Principal</u>	<u>Principal</u>	All	Assistant Commissioner	Deputy Commissioner

1. In the absence of regular Appointing Authority /Disciplinary Authority i.e. from Additional Commissioner(Admn.) to Principal, the Commissioner, KVS may appoint any other competent officer of Head quarters /Regional Office/ZIET/Kendriya Vidyalayas to act as adhoc Disciplinary authority in respect of various posts as mentioned above.

2. Deputy Commissioner/Director, ZIET holding dual charge can exercise disciplinary powers as indicated in serial no. 6,8,12,13,15,16,18,19,21, 22 and 23.