



**KARNATAKA PUBLIC SERVICE
COMMISSION**

HANDBOOK OF INFORMATION
UNDER THE RIGHT TO INFORMATION ACT, 2005



KARNATAKA PUBLIC SERVICE COMMISSION

No.Adm:2102 /2017-18/PSC

Office of the Public Service Commission,
"Udyoga Soudha"
Bangalore, Dated:01- 03-2018.

NOTIFICATION

In exercise of the powers conferred under Section 4(1)(b) of the Right to Information Act 2005, the detailed information relating to the Karnataka Public Service Commission is published, as hereunder, for the information of general public.

THE INFORMATION HAND BOOK UNDER THE RIGHT TO INFORMATION ACT, 2005.

Background of the Hand Book:-

This hand book is prepared in accordance with Section 4(1)(b) of the Right to Information Act, 2005 in order to enable the citizens to have easy access to the information as mandated in the Act.

Objective/Purpose of the Hand Book:-

The focus of the Hand Book is to familiarize citizens about the various activities of K.P.S.C. and facilitate easy access to all information required to be published under Section 4(1)(b) of the Right to Information Act. This hand book is expected to enhance and strengthen interaction between the Karnataka Public Service Commission and information seeking citizens to fulfill the goals of transparency and accountability enshrined in the Right to Information Act, 2005.

Intended users of the Hand Book:-

Aspirants for posts in different cadres of State Administration, various other State Departments and personnel involved in State Administration.

Organization of the information in the Hand Book:-

1. This Hand Book provides an overall view of the K.P.S.C, i.e., its Constitution, functions, duties and responsibilities etc.,
2. In this hand book the details of each wing of the K.P.S.C. is provided under various heads as required under Section 4 (1) (b) of the Right to Information Act, 2005.

Contact person for detailed information:-

Public Relation Officer, Karnataka Public Service Commission.
Phone No.080-30574901, 30574957

Objects/purpose of the Public Authority:-

The K.P.S.C. is a body constituted under Article 315 of the Constitution to discharge the duties and functions assigned under Article 320 of the Constitution.

Mission/Vision statement of the Public Authority:-

To carryout selection process for recruitment of eligible and competent candidates to various civil services and posts of the Karnataka State in an efficient and transparent manner within the time schedule in accordance with the Recruitment Rules.

Brief History of the Public Authority:-

As there was no legally constituted body prior to 1921 in the State to advise the Government and other appointing authorities in the matters of recruitment to the State Civil Services, the then Government of Mysore constituted a central agency for recruitment namely 'Central Recruitment Board' on 16.5.1921. Later this Public Service Commission came to be constituted under the provisions of the Constitution of India on 18.5.1951.

Functions of the Public Authority:-

1. To conduct examination for appointments to the services of the State under Article 320 (1) of the Constitution.
2. To conduct Departmental Examination for the state Government employees.
3. When consulted to advice on matters relating to promotions, disciplinary cases, under the Karnataka Public Service Commission (Consultation) Regulations 2000 and Rule 214 of the KCSR.
4. Conduct of Civil Services and other UPSC examinations in Bangalore on behalf of the UPSC.

Main activities/functions of the Public Authority:-

1. To conduct examination for appointments to the services of the State under Article 320 (1) of the Constitution.
2. To conduct Departmental Examinations for the State Government Employees.
3. When consulted to advice on matters relating to promotions, disciplinary cases, under the Karnataka Public Service Commission (Consultation) Regulations 2000 and Rule 214 of the KCSR.
4. Conduct of Civil Services and other UPSC Examinations in Bangalore on behalf of the UPSC.

Arrangements made for seeking public participation/contribution:-

1. The objections/complaints/petitions are received by the PRO, KPSC and redressal of grievances is carried out expeditiously.
2. Citizens e-mail their grievances and prompt replies are sent and action is taken to redress the grievances of the citizens.
3. The Commission puts up all relevant information in its Website <http://kpsc.kar.nic.in> for information of citizens.

Addresses of the main office and other offices at different levels:-

1. Central Office:

Karnataka Public Service Commission,
 'Udyoga Soudha',
 Bengaluru-560001.
 Phone No. 080-30574901, 30574957, 22268390
 Fax No: 080-22266481
 E-mail ID: kpsc-ka@nic.in
 Website: <http://kpsc.kar.nic.in>

2. Regional Offices:-

- a. Karnataka Public Service Commission,
 No.899, 3rd Main Road, 8th Cross,
 Saraswathipuram,
 Mysuru-570 009.
Phone No.0821-2545956
- b. Karnataka Public Service Commission,
 O/o Zilla Panchayath Old Building,
 DC Office Compound,
 Belgavi – 590 001.
Phone No.0831-2475345
- c. Karnataka Public Service Commission,
 No.18-B, 3rd Floor, Vikasa Bhavana,
 Mini Vidhana Soudha,
 Kalaburagi – 585 102.
Phone No.08472-227944
- d. Karnataka Public Service Commission,
 Ist floor, Balraj Urs Road,
 Old DC office Complex,
 Shivamogga.
Phone No.08182-228099

Working hours of the office:-

Working Hours : From 10.00 AM to 5.30 PM
 Second Saturday in each month is a Holiday
 Lunch Hour : 1.30 PM to 2.15 PM

(i) The particulars of its organization, functions and duties:

The functions and duties of all sections of the Karnataka Public Service Commission are given in the website i.e., <http://kpsc.kar.nic.in> at "Sections of KPSC".

(a) The Commission

Karnataka Public Service Commission came into existence by virtue of a Constitutional mandate under Article 315 read with Article 316 of the Constitution of India. In other words, the Commission is a constitutional body.

The "**Commission**" comprises of a Chairman and 13 Members. The present incumbents and their monthly remunerations, as on 31st Jan 2018, are:-

Shriyuths/ Smts:

1. Sri T.Sham Bhatt	...	Chairman	Salary	₹ 2,26,584/-
2. Dr. Mangala Sridhar	...	Member	Salary	₹2,12,073/-
3. Dr.H.D.Patil	...	Member	Salary	₹ 1,65,984/-
4. Dr. Nagabai Bulla	...	Member	Salary	₹ 1,65,450/-
5. Sri Raghunandan Ramanna	...	Member	Salary	₹ 2,12,073/-
6. Sri Sayeed Ahmed Khan	...	Member	Salary	₹ 2,12,073/-
7. Sri Lakshminarasaiiah	...	Member	Salary	₹ 2,12,073/-
8. Dr.Chandrakant D.Shivakeri	...	Member	Salary	₹ 2,12,073/-
9. Sri S.H.Duggappa	...	Member	Salary	₹1,89,573/-
10. Sri Shadakshari Swamy.S.P	...	Member	Salary	₹2,12,073/-
11. Dr. H.Ravikumar	...	Member	Salary	₹ 2,12,073/-
12. Dr. R.Lakshminarayana	...	Member	Salary	₹ 2,12,073/-
13. Sri Srikanth Rao	...	Member	Salary	₹ 2,12,073/-

(b) The Secretary:

The Commission is assisted by the Secretary, who is an Officer from the I.A.S.Cadre deputed by State Government. The present incumbent is Sri R.R.Jannu,IAS. Secretary's monthly remuneration is ₹1,91,565/-.

The Secretary is the executive Head of the office of the Commission. Subject to the general or special directions of the Commission, he is responsible for carrying out all business pertaining to the office of the Commission except confidential matters. Secretary carries out decisions of the Commission and provides to the Commission or the Chairman as the case may be, all relevant facts relating to a case and tender necessary advice before or at the time of passing orders in a case. In case any course of action decided by Commission is contrary to the provisions of any rule or law or is at variance with the policy hitherto adopted by the Commission, it is the duty of the Secretary to draw the attention of the Commission or the Chairman, as the case may be, to the facts.

(c) Controller of Examinations:

On the basis of Sri P.C.Hota Committee report Government has created a new post of "Controller of Examinations". Controller of Examinations is the custodian of all the confidential matters of the Commission. The Controller of Examinations is entrusted with the direct charge of all the Confidential works pertaining to competitive examinations and Interview tests of KPSC and conduct of UPSC

examination in Bangalore on behalf of the UPSC. Controller of Examinations is an IAS officer belonging to Senior Time Scale of IAS, deputed by the Government. At present Sri Krishna Bajpai, I.A.S. is working as Controller of Examinations. C.O.E.'s monthly remuneration is ₹77,700/-.

The service conditions of the Chairman, Members and the staff of the Commission are governed under the Regulations called the Karnataka Public Service Commission (Conditions of Service) Regulations, 1957, framed under Article 318 of the Constitution of India.

REGIONAL OFFICES AT BELGAVI, KALABURAGI, MYSURU AND SHIVAMOGGA

The Commission is having Regional Offices at Belgavi, Kalaburagi, Mysuru and Shivamogga.

- 1) Providing information regarding various competitive/ departmental examinations/ recruitments conducted by the Commission to the General Public.
- 2) Conducting various competitive/ departmental examinations in co-operation with the District Administration and Education Department.
- 3) Protocol arrangement for visiting Hon'ble Chairman and Members of the Commission and Hon'ble Chairman, Members and officers of other State Public Service Commissions.
- 4) Correspondence with various functionaries of other Government Departments regarding conduct of examinations.

(ii) The Powers and duties of its Officers and Employees

The Powers and duties of its officers and employees are indicated at Annexure-I

(iii) The Procedure followed in the decision making process, including channels of supervision and accountability:

The procedure followed in the decision making process is indicated at Annexure-II

(iv) The norms set by it for the discharge of its functions:

The norms set by the department for the discharge of its functions are indicated at Annexure-III

(v) The rules, regulations, instructions, manuals and records, held by it or under its control or used by its employees for discharging its functions:

(a) Rules:-

- 1) The Karnataka Civil Services Rules, 1958.
- 2) The Karnataka Civil Services (CC & A) Rules 1957.
- 3) The Karnataka Government Servants (Seniority) Rules 1957
- 4) The Karnataka Civil Services (Conduct) Rules 1966.
- 5) The Karnataka Civil Services (Probation) Rules 1977
- 6) The Karnataka Civil Services (General Recruitment) Rules 1977
- 7) The Karnataka Civil Services (Regulation of Promotion, Pay and Pension) Rules 1978.

- 8) The Karnataka Civil Services (Performance Reports) Rules .
- 9) The Karnataka Public Service Commission (Conditions of Service) Regulations 1957
- 10) The Karnataka Civil Services (Medical Attendance) Rules 1963.
- 11) The Karnataka Public Service Commission (Consultation) Regulations, 2000.
- 12) The Karnataka Public Service Commission (Functions) Rules 1973
- 13) The Karnataka Recruitment of Gazetted Probationers (Appointment by Competitive Examination) Rules 1966.
- 14) The Karnataka Public Works Engineering Department Service (Recruitment of Assistant Executive Engineers Division-1 by competitive Examination) Rules 2007
- 15) The Karnataka Recruitment of Gazetted Probationers (Appointment by Competitive Examination) Rules and the Karnataka Government Secretariat Services (recruitment) (Amendment) Rules 2000
- 16) The Karnataka Civil Services (Direct Recruitment by competitive Examination and selection) (General) Rules 2006
- 17) The Karnataka Civil Services (Recruitment to the ministerial posts) Rules 1978
- 18) The Karnataka Civil Services (recruitment to the posts of Stenographers and Typists) Rules 1983
- 19) The Karnataka Education Department Services (Department of Public Instructions) (Recruitment) (Amendment) Rules 2006/GP Rules
- 20) The Karnataka Forest Department Services (Recruitment) (Amendment) Rules 2003/04
- 21) The Karnataka Public Service Commission (Conduct of service Examination) Rules 1965
- 22) Cadre and Recruitment Rules of the concerned Departments
- 23) Any Rules/Special Rules, if any, of the concerned Department, pertaining to Recruitment.
- 24) The KPSC (Conduct of business and additional functions) Act 1959.

(b) Instructions, manuals and others:

- 1) K.P.S.C Manual
- 2) The Karnataka Financial Code
- 3) The Karnataka Treasury Code
- 4) Budget Manual Vol I & II
- 5) The Manual of contingent expenditure
- 6) Reservation roster for SC, ST and other Backward classes, Ex service men, Women etc.,
- 7) The Executive orders, Official Memorandums, Circulars etc.,

(VI) A Statement of the categories of documents that are held by it or under its control

1. Service Registers
2. Annual Performance Reports
3. Assets and liabilities statements
4. Government orders, Notifications, Standing Orders, and similar instructions issued relating to Service matters.
5. T.A. Register
6. Pay disbursement Register
7. Cash disbursement Register

8. Cheque encash Register
9. Medical reimbursement Register
10. Cash remittance Registers
11. DD/Cheque remittance Register
12. Cash Receipt register
13. Treasury token book
14. Annual reports
15. Vacancy Register
16. Notification intimating the recruitment
17. Provisional Selection list
18. Final Selection list
19. Postal journals, eligibility list etc.,
20. Case files of all pending cases
21. Legsl Cell diary Registers
22. Merit/eligibility lists
23. Result sheets of Departmental Examinations, Notification etc.,

(VII) The particulars of any arrangements that exist for consultation with, or Representation by the members of the public in relation to formulation of its policy or implementation there of:

Since, the Karnataka Public Service Commission conducting Examinations and Recruitments for appointments to the services of State in accordance with the existing Rules and regulations, consultation with the members of the public does not arise.

(VIII) A statement of the boards, councils, committees and other bodies consisting of two or more persons constituted as its part or for the purpose of its advise, and so to whether meeting of those boards, councils, committees and other bodies are open to the public, or the minutes of such meetings are accessible for public:

No Boards, Councils, Committees and other bodies are constituted

(IX) A directory of its Officers and employees:

The directory of Officers and employees with their salary/monthly remuneration, as on 1st Jan 2018, is given below:

Sl.No.	Name	Designation	Gross Salary
Group A			
1	Ramakrishnaiah	Deputy Secretary	79,788/-
2	B.R.Swamy	Deputy Secretary	79,938/-
3	A.Hanumantharaju	Deputy Secretary	77,948/-
4	R.Navamani	Deputy Secretary	73,768/-

5	Shobha Basavaraj	System Analyst	92,406/-
6	P.Gopi Krishna	Assistant Secretary	68,748/-
7	K.T.Padmarekha	Assistant Secretary	57,882/-
8	B.Madhmalathi	Assistant Secretary	55,980/-
9	M.Lakshmidevi	Assistant Secretary	53,180/-
10	S.Kathyayini	Assistant Secretary	56,480/-
11	Anand H Talawar	Assistant Secretary	51,858/-
12	M.Annapurna	Assistant Secretary	56,480/-
13	Teresa Hoover	Assistant Secretary	56,555/-
14	A.Meena	Assistant Secretary	56,080/-
15	M.B.Banakar	Assistant Secretary	58,007/-
16	C.L.Leelavathi	Assistant Secretary	50,872/-
17	D.Shivashankarappa	Assistant Secretary	56,480/-
18	Reginold Solomon	Assistant Secretary	56,480/-
19	R.Shashikumar	Assistant Secretary	44,712/-
20	Mahesh M Nadugeri	Senior Programmer	70,938/-
Group -B			
21	B.N.Vasanthakumari	Section Officer	50,947/-
22	A.Margaret	Section Officer	53,676/-
23	R.S.Venkataiah	Section Officer	53,751/-
24	T.Prakash	Section Officer	47,392/-
25	R.Rajeshwari	Section Officer	47,919/-
26	T.Neelakantappa	Section Officer	47,292/-
27	M.Huchaiah	Section Officer	47,192/-
28	Puttalakshamma	Section Officer	47,192/-
29	M.P.Mamatha	Section Officer	43,212/-
30	V.Neetha	Section Officer	47,919/-
31	H.N.Sujatha	Section Officer	48,419/-

32	R.Krishna	Section Officer	48,419/-
33	K.S.Kuberaiah	Section Officer	48,419/-
34	Rukmini Kenchannavar	Section Officer	41,960/-
35	Subash T Lamani	Section Officer	48,419/-
36	B.Aluvelamma	Section Officer	48,419/-
37	Gokar Hussain	Section Officer	46,015/-
38	Latha.H.M	Junior Programmer	59,284/-
39	Shekar Naik	Junior Programmer	59,284/-
40	Ramprakash K. Sarthi	Console Operator	49,645/-
41	Sharanappa M.Adavalli	Console Operator	49,945/-
42	A.Kalyani	Console Operator	54,678/-
Group C			
43	G.Srinivas	Senior Assistant	47,242/-
44	V.Vasanthalakshmi	Senior Assistant	44,288/-
45	M.S.Rajeshwari	Senior Assistant	35,876/-
46	B.J.Krishnamurthy	Senior Assistant	43,612/-
47	M.Gowamma	Senior Assistant	44,288/-
48	S.Ramamurthy	Senior Assistant	55,203/-
49	B.N.Shobha	Senior Assistant	41,459/-
50	A.Anandakumar	Senior Assistant	41,149/-
51	H.B.Shashikala	Senior Assistant	36,826/-
52	J. Novel Bamma	Senior Assistant	53,341/-
53	N.Naga	Senior Assistant	40,407/-
54	C. N. Nagalambika Devi	Senior Assistant	49,195/-
55	Alice Hepsibha	Senior Assistant	44,778/-
56	J.Raghavendra	Senior Assistant	39,356/-
57	B.R.Jayalakshmi	Senior Assistant	36,491/-
58	H.P.Mahesh Chandra	Senior Assistant	39,956/-
59	Raghavendra Rao	Senior Assistant	38,856/-

60	B.R.Veena	Senior Assistant	39,806/-
61	M.V.Gnanaranga	Senior Assistant	38,971/-
62	M.Nazia Kauser	Senior Assistant	39,356/-
63	T.H.Suryakumar	Senior Assistant	36,876/-
64	Mallikarjun	Senior Assistant	36,376/-
65	Amaresh	Senior Assistant	34,226/-
66	D. C. Shankaregowda	Senior Assistant	37,328/-
67	N.Manjula	Senior Assistant	36,753/-
68	Xavier Narendrakumar	Assistant	37,253/-
69	B. Satish	Assistant	Awaiting
70	Rajanna	Assistant	36,451/-
71	G.Prabhakar	Assistant	36,376/-
72	Gangubai	Assistant	37,253/-
73	N.V.Kamala	Assistant	35,075/-
74	B.S.Venkatesh	Assistant	35,100/-
75	M.V.Venkatachalaiah	Assistant	35,500/-
76	B.Lokesh	Assistant	35,575/-
77	Mahesh Kumar R.J	Assistant	35,074/-
78	T.Ramakrishna	Assistant	34,624/-
79	V.Divya	Assistant	34,624/-
80	Jagadeeshachar.G.V	Assistant	34,624/-
81	L.Shobha	Assistant	34,124/-
82	D.V.Raghunath	Assistant	63,540/-
83	A.Munegowda	Assistant	34,199/-
84	C.K.Jagannath	Assistant	34,624/-
85	B. R Ravishankar	Assistant	34,724/-
86	Kodandaramaiah	Assistant	35,500/-
87	M. Kamalabai	Assistant	35,500/-
88	Mohammed Ilyaz	Assistant	29,874/-

89	Nagendra	Assistant	33,798/-
90	V. Nagaraja	Assistant	33,898/-
91	S. K. Nataraj	Assistant	33,748/-
92	T. N. Umesha	Assistant	32,959/-
93	H. R. Bharathi	Assistant	32,959/-
94	Rajeshwari G Patil	Assistant	31,004/-
95	K. M. Thammanna	Assistant	28,549/-
96	V. Narayanaswamy	Assistant	32,959/-
97	C.Prasanna	Assistant	32,170/-
98	Samyuktha.D	Assistant	32,170/-
99	Shobha.R	Assistant	31,670/-
100	Annapurna	Assistant	32,170/-
101	K.T.Nagaraja	Assistant	33,034/-
102	C.Suresha	Assistant	32,170/-
103	M. Chandrashekar	Assistant	33,298/-
104	T.P.Nemiraju	Assistant	29,191/-
105	N.Gopala	Assistant	29,306/-
106	Kempasiddaiah	Assistant	29,191/-
107	G.H.Anjinappa	Assistant	28,691/-
108	T.M.Mariyappa	Assistant	29,191/-
109	M.A.Bhagyamma	Assistant	29,441/-
110	S.N.Kempaiah	Assistant	29,406/-
111	Nandini A. Saraswathi	Assistant	28,691/-
112	Lakshmikantha.C	Assistant	29,191/-
113	B.C.Saritha	Assistant	29,191/-
114	Swamy Das	Assistant	28,691/-
115	Roopa.G.R.	Assistant	30,292/-
116	Sumera Nazneen	Assistant	29,191/-
117	Niveditha.B.R	Assistant	29,191/-

118	Raghavendra Swamy.J.M.	Assistant	29,191/-
119	Shambulinga S.Hiremath	Assistant	29,191/-
120	Lakshmi.M.J.	Assistant	28,691/-
121	Devaraja.R	Assistant	29,191/-
122	Basavaraj L.Kumbar	Assistant	29,191/
123	Leena Patil	Assistant	29,191/
124	Santosh Sanjeevannanavar	Assistant	29,191/
125	Umesha.C.R.	Assistant	29,191/
126	Yashodamma.S.	Assistant	28,691/-
127	Lokesh.B.K	Assistant	29,191/-
128	Basavaraj K.Katave	Assistant	22,228/-
129	Shivamurthy.S.N.	Assistant	29,191/-
130	Ammajamma.M	Assistant	28,790/-
131	Jayanna.M	Assistant	awaiting
132	Hemalatha	Assistant	awaiting
133	Ravikumar.S	Assistant	awaiting
134	A.N.Lakshmi Narayana	Data Entry Operator	56,530/-
135	B.R.Nagendramurthy	Data Entry Operator	56,560/-
136	R. Girija	Data Entry Operator	50,922/-
137	B. Ashok Kumar	Data Entry Operator	50,422/-
138	G. Jerard	Data Entry Operator	50,922/-
139	K Ramesh	Data Entry Operator	51,037/-
140	Poornima.E	Data Entry Operator	40,407/-
141	N.Kalpana	Stenographer	34,454/-
142	B.Asha	Stenographer	34,789/-
143	K.Ashwini	Stenographer	34,289/-
144	H.K.Shanthamma	Stenographer	34,289/-
145	G.Latha	Stenographer	34,288/-
146	Vindya P	Stenographer	31,985/-

147	Vidyashree	Stenographer	31,835/-
148	Yashodha B.R	Stenographer	28,625/-
149	Sowmya	Stenographer	28,125/-
150	Sowmya .V	Stenographer	28,125/-
151	Pooja Manikchand Bagewadi	Stenographer	Awaiting
152	Cynthia Kolkar	Stenographer	Awaiting
153	Sana Beedi	Stenographer	Awaiting
154	Meenakshi H.M	Stenographer	21,653/-
155	E.Shashi	Senior Typist	41,594/-
156	Shaheen Jafarulla Jamadar	Senior Typist	27,586/-
157	Hemalatha	Typist	23,919/-
158	Loksha.K	Junior Assistant	24,284/-
159	Puttaraja.N	Junior Assistant	24,284/-
160	Sudheer Maruthi Koravi	Junior Assistant	23,784/-
161	B.K.Pallavi	Junior Assistant	23,258/-
162	S.Shashikumar	Junior Assistant	23,873/-
163	S. Lakshmamma	Junior Assistant	24,810/-
164	C.H.Ravikumar	Junior Assistant	22,833/-
165	Nirmala	Junior Assistant	22,733/-
166	Yashodamma H.R.	Junior Assistant	23,233/-
167	Chitralkha.B	Junior Assistant	22,733/-
168	Joice Mary.A	Junior Assistant	22,733/-
169	Manjulamma	Junior Assistant	22,733/-
170	Leelavathi P.B.	Junior Assistant	23,233/-
171	B.C.Swarooparani	Junior Assistant	22,794/-
172	H.M.Kiran	Junior Assistant	22,909/-
173	H.C.Chetan	Junior Assistant	22,294/-
174	T.N.Anitha	Junior Assistant	22,394/-
175	S.Suresh	Junior Assistant	22,909/-

176	S. Shashikumar	Junior Assistant	22,909/-
177	M. Ramya	Junior Assistant	22,294/-
178	D. N. Mamatha	Junior Assistant	22,794/-
179	Devibai. M	Junior Assistant	22,294/-
180	Suma. B. R.	Junior Assistant	22,294/-
181	Shilpa. D. V.	Junior Assistant	22,794/-
182	S. M. Mohan Kumar	Junior Assistant	21,595/-
183	V. Susheelamma	Junior Assistant	25,949/-
184	V. Geetha	Junior Assistant	24,836/-
185	Shabana Parveen	Junior Assistant	21,918/-
186	M. S. Govindaraju	Junior Assistant	22,033/-
187	Reshma Khanam	Junior Assistant	21,130/-
188	Gireesha. B	Junior Assistant	21,130/-
189	Ramappa A. Herakal	Junior Assistant	21,130/-
190	Anjunath (HK)	Junior Assistant	awaiting
191	Doddabasappa	Junior Assistant	awaiting
192	Prathibha. R	Junior Assistant	awaiting
193	P. F. Rizwan Basha	Senior Driver	36,285/-
194	Manjunatha	Driver	33,619/-
195	V. Jayaram	Driver	28,374/-
196	R. Rangaraj	Driver	28,374/-
197	Irappa B. Hondappanavar	Driver	27,761/-
Group D			
198	K. Hanumantharaya	Jamedar	28,991/-
199	Yellappa	Jamedar	36,413/-
200	R. Lakshminarayanawamy	Jamedar	35,675/-
201	Narasimhaiah	Jamedar	28,790/-
202	A. Balaraju	Jamedar	28,089/-
203	K Ramu	Jamedar	27,589/-

204	Leelavathi	Jamedar	27,589/-
205	J. Tangam	Jamedar	26,362/-
206	L.Narasimha Murthy	Jamedar	22,656/-
207	N.P.Vishala	Jamedar	22,656/-
208	Devaraju.H	Jamedar	22,218/-
209	Nagarathnamma C.H.	Jamedar	21,280/-
210	Putta.B	Jamedar	21,780/-
211	Inayath Ulla	Jamedar	21,280/-
212	Gangamma	Dalayat	21,780/-
213	Y.Mahadeva	Dalayat	21,079/-
214	K.S.Bhavani	Dalayat	17,775/-
215	B.Pavan	Dalayat	Awaiting
216	R.Kumaraswamy	Dalayat	Awaiting
217	Rajamma	Dalayat	Awaiting

MYSURU REGIONAL OFFICE			
1.	M.Lakshmidevi	Assistant Secretary	53,180/-
2.	V.Vasanthalakshmi	Senior Assistant	44,788/-
3.	Shobha.B.N.	Senior Assistant	41,459/-
SHIVAMOGGA REGIONAL OFFICE			
4.	R.Shashikumar	Assistant Secretary	44,712/-
5.	Mohammed Ilyaz	Assistant	29,874/-
6.	K.M.Thammanna	Assistant	28,549/-
BELGAVI REGIONAL OFFICE			
7.	Anand H.Talawar	Assistant Secretary	51,858/-
8.	Rajeshwari G.Patil	Assistant	31,004/-
9.	Shaheen J.Jamadar	Typist	27,586/-
KALABURAGI REGIONAL OFFICE			
10.	Reginold Solomon	Assistant secretary	56,480/-
11.	Amaresh	Sr. Assistant	34,226/-
12.	B.Satish	Assistant	awaiting
13.	Basavaraj Katave	Assistant	22,228/-

(X) The monthly remuneration received by each of its officers and employees, including the system of compensation as provided in its regulations:

The statement of remuneration received by the officers and employees is given at Sl.No.(IX) above.

(XI) The budget allocated to each of its agency, indicating the particulars of all plans, proposed expenditures and reports on disbursements made:

No plan schemes are formulated in Karnataka Public Service commission. Hence, no separate budget allotment is made. However, budget allotted to this office for the year 2017-18 is given hereunder:-

<u>BUDGET ALLOTMENT FOR THE YEAR 2017-18</u>	
	(Rs. in Lakhs)
HEAD OF ACCOUNT	BUDGET ALLOTTED 2017-18
Chairman and Members	
Pay-Officers	7000000.00
Dearness Allowance	3600000.00
Other Allowance	10000000.00
Reimbursement of Medical Expenses	811000.00
Travel Expenses	1500000.00
Total-01	22911000.00
Secretariat	
Pay-Officers	20200000.00
Pay - Staff	36200000.00
Interim Relief	0.00
Dearness Allowance	27500000.00
Other Allowance	17300000.00
Subsidiary Expenses	8244000.00
Medical Allowance	200000.00
Reimbursement of Medical Expenses	1600000.00
Travel Expenses	1100000.00
General Expenses	35569000.00
Telephone Charges	2100000.00
Building Expenses	2969000.00
Scholarships & Incentives	180000000.00
Machinery & Equipments	3341000.00
Transport Expenses	17266000.00
Examination Expenses	423445000.00
Total-02	777034000.00
Grand Total	799945000.00

(XII) The manner of execution of subsidy programmes, including the amounts allocated and the details of beneficiaries of such programmes:

Not applicable

(XIII) Particulars of recipients of concessions, permits or authorisations granted by it:

Not applicable

(XIV) Details in respect of the information, available to or held by it, reduced in an electronic form:

Candidates may visit Commission's website or Information center or Regional Offices for information regarding recruitment and examinations conducted by this office. Information provided through e-mail also.

(XV) The particulars of facilities available to citizens for obtaining information, including the working hours of a library or reading room, if maintained for public use:

No library or reading room is maintained for public use. However, candidates may visit Commission's website or Information center or Regional Offices for information regarding recruitment and examinations conducted by this office. Further, candidates may get information regarding examinations/recruitments by sending e-mails also.

(XIV) The names, designations and other particulars of the Public Information Officers:

Sl.No.	Name and Designation of Public Information Officer	Branches	Phone Number
(1)	(2)	(3)	(4)
1	M.B.Banakar Assistant Secretary	Administration-1 & 2,	080-30574958
2	D.Shivashankarappa Assistant Secretary	Accounts-1 & 2.	080-30574932
3	S.Kathyayini Assistant Secretary	Consultation Branch	080-30574910
4	C.L.Leelavathi Assistant Secretary	Recruitment Branch -1	080-30565804
5	S.Kathyayini Assistant Secretary	Recruitment Branch -2	080-30574910
6	D.Shivashankarappa Assistant Secretary	Recruitment Branch -3	080-30574932
7	P.Gopikrishna Assistant Secretary	Recruitment Branch -4	080-30565801
8	T.Neelakantappa Assistant Secretary(I/C)	Departmental Examination Branches 1 to 4	080-30574952
9	Teresa Hoover Assistant Secretary	Examination Branch -1	080-30574959

10	Annapurna Assistant Secretary	Examination Branch -2	080-30574956
11	K.T.Padmarekha Assistant Secretary	Examination Branch -3	080-30574928
12	R.Rajeshwari Section Officer	Confidential Branch-1	080-30574934
13	B.N.Vasanthakumari Assistant Secretary	Confidential Branch-2	080-30574948
14	M.P.Mamatha Section Officer	Confidential Branch-3	080-30574929
15	R.Shashikumar Assistant Secretary	Legal Cell	080-30574920
16	K.S.Kuberaiah Section Officer	Clearance Branch	080-30574941
17	K.S.Kuberaiah Section Officer	Information Cell	080-30574941
18	Annapurna Assistant Secretary	Information Centre	080-30574933
19	Mahesh M.Nadugeri Senior Programmer	Computer Centre	080-30574914
20	M.Lakshmidevi Assistant Secretary	Regional Office, Mysuru	0821-2545956
21	Anand H.Talawar Assistant Secretary	Regional Office, Belagavi	0831-2475345
22	R.Shashikumar Assistant Secretary	Regional Office, Shimoga	08182-228099
23	Reginold Solomon Assistant Secretary	Regional Office, Kalaburagi	08472-227944

Due to retirement, promotion and transfer of above mentioned PIOs, separate notification will be issued by deputing some other PIOs and the same will be published in this folder.

ANNEXURE-I

The powers and duties of Officers and Employees of the Karnataka Public Service Commission are as follows:-

Group 'D'	To keep the office neat and tidy. To deliver the files/ tappals to other sections/ departments as per the instructions contained in the K.P.S.C. Manual
Junior Assistant	In charge of the work of diarising and organizing, movements, distribution of receipts/ files in section.
Typist/Stenographer	In charge of the typing work in the Section. Typing and Stenography work entrusted by Assistant Secretary/ Section Officer.
Case Workers (Sr.Assistant/ Assistant)	To attend to the job of case working as per the duties cast on them in the K.P.S.C. Manual
P.A	In charge of receipt of tappals/files. Typing and Stenography work entrusted by concerned Officers.
Section Officer	In charge of the whole section. Scrutiny of files submitted by the caseworker as per the procedure prescribed in the K.P.S.C. Manual
Assistant Secretary	Scrutiny of files submitted by the Section Officer. Issuing letters on behalf of the Commission.
Deputy Secretary	Third Senior most officer in charge of the department, will report to Secretary on important matters
Joint Secretary	Second Senior most officer in charge of the department, will report to Secretary on important matters
Controller of Examinations	Incharge of all the confidential matters pertaining to competitive examinations and Interview tests.
Secretary	Head of the organization and acts, in his capacity as Head of the Department.

COMPUTER CENTRE

System Analyst	Analysis & Designing the system, preparation of System Requirement, Specification, assisting the Secretary in all technical matters, taking decisions in technical matters: Any other work assigned by the Secretary/ Controller of Examinations from time to time.
Senior Programmer	Assisting the System Analyst in designing, preparation and data flow diagram, preparation of flow chart, System integration, testing and implementation and System Administration. Any other work assigned by the Superiors, from time to time
Junior Programmer	Writing program as per the flow diagram, testing the program, assisting Senior Programmer in preparation of data flow diagram and flow chart. Any other work assigned by the Superiors, from time to time
Console Operator	Printing, taking back-up, System Maintenance, preparation of letters, sending and receiving E-mails, Software and Hardware installations, data entry, Co-ordinating in System maintenance . Any other work assigned by the Superiors, from time to time
Data Entry Operator	Data entry, work processing, sending and receiving E-mails Any other work assigned by the Superiors, from time to time

ANNEXURE-II**The procedure followed in the decision making process.**

Case Worker	Opening of a new file on receipt of a proposal or processing the receipt in the existing file.
Section Officer	Will scrutinize the proposal with all relevant facts and mark the file to Assistant Secretary with course of action to be adopted.
Assistant Secretary	Will suggest the suitability or otherwise of the course of action suggested, and define the same in the light of the existing provisions of Rules or Acts, or take appropriate decision under the delegated powers
Deputy Secretary/ Joint Secretary	Will review the case with an overall view and submits the file to the Secretary for approval of the ultimate course to be adopted on the proposal that is under consideration, or take appropriate decision under the delegated powers.
Controller of Examinations	Will decide on the course of action to be taken related to Confidential natured works.
Secretary	Will decide on the course of action to be taken on a proposal under the delegated powers.

ANNEXURE-III**The norms set by the Department for the discharge of its function:**

Group 'D'	Carrying out the functions entrusted on him on the same day
Junior Assistant	Carrying out the functions entrusted to him on the same day
Case Workers	Up to 5 days for submission of files/ tappals (as per KPSC manual)

Section Officer
Assistant Secretary
Deputy Secretary
Joint Secretary
Controller of Examinations
Secretary

} to attend to the work on priority

Navamani R
(R Navamani)
Deputy Secretary,
Karnataka Public Service Commission.

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