

**GOVERNMENT OF KERALA**  
**GENERAL ADMINISTRATION (POLITICAL) DEPARTMENT**  
**CIRCULAR**

No. 51613/ pol-1/ 2003/ GAD

Dated, Thiruvananthapuram, 05-01-2002

Sub: State Government functions - Presiding over- instructions-Regarding.

Ref:- 1. Circular No. 51613/ pol-1/ 2003/ GAD dated 18-05-2002.

2. Circular No. 51613/ pol-1/ 2003/ GAD dated 30-05-2002.

In the circulars first cited, instructions have been issued to the effect that in all public functions particularly those arranged under the auspices of Government Departments/Public Undertakings in which Government participate it should be ensured that MLA/MP is accorded a due place of importance.

Instances of non- compliance of the instructions in the above circulars in the functions organized by State Government Departments/Public Sector Undertakings have come to the notice of the Government. Government therefore reiterate that the instructions in the above circulars have to be strictly and scrupulously complied with in all functions arranged under the auspices of the State Governments/Public Sector Undertakings.

Government also order that in all functions arranged by the State Government, the following arrangements will be scrupulously complied with.

- (a) In all functions organized by the state Government, the MLA representing the constituency where the function is arranged will preside over the functions.
- (b) In case, the Chief Minister or Union Ministers is/are participating in such State Government functions and if the minister of the organizing Department is also present, the minister will preside over the function.

Any violation of the above instructions will be seriously.

N. CHANDRASEKHARAN NAIR  
Chief Secretary to Government

To

All Heads of Departments and Offices/Public Sector Undertakings.

All District Collectors

The Principal Accountant (A & E), Kerala Thiruvananthapuram

The Principal Accountant General (Audit), Kerala Thiruvananthapuram

The Advocate General, Ernakulam

The Commissioner & Secretaries, Special Secretaries, Addl. Secretaries, Joint Secretaries and Deputy Secretaries to Government.

The Secretary to Governor, Raj Bhavan, Thiruvananthapuram.

The Presidents of District Panchayats

The Secretary, Legislature Secretarial.

The Director of Public Relations, Thiruvananthapuram.

The Secretary, Kerala Public Service Commission, (with C.L.).

The Secretary, Kerala state Electricity Board, Thiruvananthapuram.

The Registrar, High Court of Kerala, Ernakulam (with C.L.).

The Registrar, Malabar University Kannur (with C.L.).

The Registrar, University of Calicut, Thenjippalam, Malappuram (with C.L.).

The Registrar, University of Cochin, Kochi (with C.L.).

The Registrar, Mahatma Gandhi University Kottayam (with C.L.).

The Registrar, Agricultural University, Mannuthy, Thrissur (with C.L.).

The Secretary, Kerala Public Men's Corruption (Investigations & Inquiries) Commission, Saraswathivilasom Palace, West Fort, Thiruvananthapuram. (with C.L.).

The Secretary, Kerala State Women's Commission, Thiruvananthapuram.

The private Secretary to Chief Minister/All other Ministers/Speaker/ Deputy Speaker/Leader of Opposition.

The Addl. Secretary to Chief Secretary.

The Stock File/O.C.

Sd/-  
Forwarded/By Order  
Section Officer