



**GOVERNMENT OF KERALA**

No: IT Cell-2/174/2022-ITD  
Electronics & Information Technology (IT Cell) Department  
Thiruvananthapuram,  
Dated:23-08-2022

**CIRCULAR**

Sub:- E & IT Department – PGDeG Programme conducted by Digital University of Kerala - Selection Criteria for the academic year 2022-23 – reg.

- Ref:-
1. GO(Ms) No. 16/2009/ITD dated 10.07.2009.
  2. GO(Ms) No. 23/2009/ITD dated 14.09.2009.
  3. GO(Ms) No. 26/2011/ITD dated 14.09.2011.
  4. GO(MS) No. 5/2019/ITD dated 23.02.2019.
  5. GO(Ms) No. 1/2020/ITD dated 06.01.2020.
  6. Letter No.CB/2/2022-KSITM/788 dated 04.08.2022 from the Director, Kerala State IT Mission.

Government conduct a one year Post Graduate Diploma in e-Governance (PGDeG). The Course is intended as a part of Capacity Building for e-Governance Projects implemented in the State. It is also envisaged to develop a pool of Human Resources within Government with an objective to develop personnel who would be able to manage the IT Divisions of the Government Departments.

2. As per the letter read as 6<sup>th</sup> above, the Director, Kerala State IT Mission has requested to issue a circular, containing the guidelines and procedures for the selection of 2022-23 batch of PGDeG course.

3. As per Government order read as 1<sup>st</sup> above, sanction was accorded for sponsoring 15 Officers form Government Departments for the PGDeG course. As per GO read as 2<sup>nd</sup> above, it was ordered that the period of deputation for the course shall be treated as duty under Rule 12 (7) (iii) of Part I KSRs. As per GO read as 4<sup>th</sup> above, 10 additional seats were earmarked for the candidates from open market. As per Government order read as 5<sup>th</sup> paper above, 15 additional seats were created and earmarked for the Officials from Board / PSUs / Autonomous bodies etc. Hence altogether there are 40 seats for the course of which 15 seats shall be filled up from the candidates from Government of Kerala, 15 seats from Board / PSUs / Autonomous bodies etc. and 10 seats from the open market.

4. The duration of the PGDeG course is one year, with two semesters. The main

objective of the course is to impart quality training in the area of e-Governance. Successful candidates sponsored by the Government/ Board/ PSUs/ Autonomous bodies etc. shall be considered for implementation of e-Governance projects initiated or being implemented by their respective parent organisation.

5. The course fee for Government employees is Rs.75,000/- (Rupees Seventy Five Thousand Only), which will be shared in the ratio 90:10 between Government and Deputed Officials respectively. The course fee for employees from Board / PSUs / Autonomous bodies etc. is Rs.80,000/- (Rupees Eighty Thousand Only) which will be shared in the ratio 75:25 between the respective Organization and the Official deputed. The fee for the candidates selected from open market is Rs. 1 lakh per candidate. PGDeG Programme is now being conducted by the Digital University of Kerala.

6. The Director, Kerala State IT Mission is authorized to issue notification with following guidelines and details for admission to the PGDeG course for the academic year 2022-23:-

1. Each Government department / Board/ PSUs/ Autonomous bodies etc. may nominate a maximum 3 (Three) numbers of qualified officers for the year 2022-23. Nominations of more than 3 candidates will not be considered, in any circumstances/ manner.
2. Age limit will be 45 years as on 1st January 2023.
3. Preference will be given to the members of Virtual IT Cadre .
4. Basic qualification for PGDeG will be Bachelor's Degree in any discipline with working knowledge of computers. BSc (Computer Science / IT), BCA, Diploma / Certification in Computer Application will be an added advantage. Preference will be given to B.Tech / MBA / MCA / MSc (Computer Science / IT) Degree holders.
5. Candidate should apply online for the programme through ["https://duk.ac.in/admission/apply/"](https://duk.ac.in/admission/apply/) and should upload documents to prove the age, qualification etc. along with the application.
6. While granting NOC, the Head of Department/Board/ PSUs/ Autonomous bodies etc. need to furnish the criteria adopted for selection of the candidates and deployment plan as to how the officer would be positioned and utilized or role to be assigned / project to be assigned to the officer on successful completion of the course and shall state their consent that the said employee would be deputed for one year for the purpose of the said course, in case, he / she is selected.
7. Candidate should upload the signed NOC thus obtained in <https://duk.ac.in/admission/apply/>.
8. Applications without NOC, the criteria adopted for selection of the candidates and deployment plan will be rejected.

9. The Candidates should produce original certificates and NOC at the time of Written test/Interview.
10. The selection process of PGDeG course for the academic year 2022-23 shall be as follows:
  - a. Eligible candidates shall be selected after conducting a written test and interview. A written test of two hours shall be conducted before interview.
  - b. The written test shall be on matters related to Information Technology (Basic knowledge of computer operation, Operating System, SDLC, Management and IT topics, IT Policy of Government, IT Act and Rules, Government Process, Aptitude, Security, Quantitative Ability, logical reasoning).
  - c. In the case of Government Officials, preference shall be given to the candidates from Departments/ Board/ PSUs/ Autonomous bodies etc. where more e-Governance initiatives are being effectively implemented / to be implemented.
  - d. Kerala State IT Mission shall prepare merit list of candidates from both Government and Board/ PSUs/ Autonomous bodies etc. after the written test and interview and forward the same to Government for approval. If there are more than two candidates from the same Department/Board/ PSUs/ Autonomous bodies etc. in the merit list, only two candidates shall be given admission.
  - e. The candidates selected for the PGDeG Programme shall be deputed to the Digital University of Kerala by the respective Department as per the orders read above for pursuing the Programme.

RAJESH KUMAR M  
ADDITIONAL SECRETARY

Forwarded / By order,

Section Officer.

To:

The Director, Kerala State IT Mission, Thiruvananthapuram  
All Heads of Departments, Autonomous Institutions, Boards, Corporations,  
Universities, Public Sector Undertakings etc.  
The Registrar, Digital University of Kerala, Thiruvananthapuram  
The Web & New Media, Information & Public Relations Department  
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