

No.A.32011/2/2001/DP&AR/CC2
GOVERNMENT OF PUDUCHERRY
DEPARTMENT OF PERSONNEL & ADMINISTRATIVE REFORMS
(PERSONNEL WING)

Puducherry, dt.: 23-12-2022

I.D. NOTE / MEMORANDUM

Sub: Public Services – Promotion to the post of Driver (HMV)
Special Grade – Service particulars and Confidential
Reports of Drivers (HMV) Grade-I – Called for.

It is requested to furnish the service particulars of Drivers (HMV) Grade-I listed in the Annexure, in the prescribed proforma, for the purpose of promotion to the post of Driver (HMV) Special Grade :-

2. It is also requested to furnish the annual confidential reports for the period as prescribed in the annexure to the I.D. Note with the following certificates :-

(i) Integrity Certificate

(ii) Certificates to the effect that :

- a. the official concerned is not under suspension;
- b. no disciplinary proceedings are pending/being contemplated against the official concerned;
- c. no prosecution for a criminal charge is pending or no sanction for prosecution has been issued or no decision has been taken to accord sanction for prosecution against the official concerned; and
- d. no investigation on serious allegations of corruption, bribery or similar grave misconduct is in progress either by the CBI or by any other agency (Departmental or otherwise) against the official concerned.

3. The particulars alongwith the above certificates and confidential reports should be furnished **on or before 10-01-2023** without fail.


28/12/22

(V. JAISANKAR)
UNDER SECRETARY TO GOVERNMENT

To
Heads of Departments / Offices concerned.

PROFORMA

SERVICE PARTICULARS OF DRIVER (HMV) GRADE-I

1. Name and Designation :
2. Father's Name :
3. Dept./Office in which working :
4. Date of Birth :
5. Date of initial appointment as Driver (HMV) Grade-III :
6. Date of promotion as Driver (HMV) Grade-I on regular basis :
7. Whether belongs to SC (if so, furnish attested copy of fresh community certificate) :
8. Reference to I.D. Note/Memo. No. & Date wherein disciplinary action was required by CVO to be taken against the individual if any, pending in the Department/Office as on date :
9. Remarks :

It is certified that the above particulars have been verified with service book and other records and found correct.

Place :

Date :

SIGNATURE OF HEAD OF DEPARTMENT/OFFICE

Annexure to I.D. Note/Memorandum No.A.32011/2/2001/DP&AR/CC2, dt. 23.12.22

Sl. No.	Name of Driver (HMV) Grade I	Department / Office in which working	C.R. called for period
1	V. Selvam	Public Health Division, PWD, Puducherry	01-04-2020 to 31-03-2022
2	R. Manikannan	I&PH Division, PWD, Karaikal	01-04-2020 to 31-03-2022
3	N. Sethuraman	Electricity Department, Karaikal	01-04-2020 to 31-03-2022
4	R.Rajendiran	B&R Division, PWD, Karaikal	01-04-2020 to 31-03-2022
5	G. Baskaran	Electricity Department, Karaikal	01-04-2020 to 31-03-2022


(V. JAISANKAR)
UNDER SECRETARY TO GOVERNMENT