

MOST URGENT
TRAINING PROGRAMME

F.No.A.33019/1/2024-25/A2/ARW
GOVERNMENT OF PUDUCHERRY
CHIEF SECRETARIAT
ADMINISTRATIVE REFORMS WING

Puducherry, dated 11/06/2026.

MEMORANDUM

Sub: AR Wing – Conduct of training programme on “Noting & Drafting” to the directly recruited Assistants in U.T. of Puducherry Administration on 15th June, 2026 – Nomination of Officials – Intimated – Reg.

It is proposed to conduct ‘half-a-day’ refresher training programme on “Noting & Drafting” to the newly directly recruited Assistants (**Batch-I**) on the **forenoon of 15.06.2026 from 9.30 AM to 1.00 PM** at the **Training Hall, Block ‘C’, 1st Floor, Chief Secretariat, Puducherry.**

2. The Officials nominated therein as detailed in the Annexure enclosed are requested to attend the training programme as per the specified schedule of date and time. The period of training shall be treated as “on duty” under FR 9 (6)(b)(i).
3. The Officials attending the training programme from outlying regions are entitled for TA/DA as per rules in force.
4. The Heads of Departments/Offices concerned are, therefore requested to relieve their Official(s) concerned to attend the training classes as per the schedule without fail.

/BY ORDER/



(P. ALAGESAN)

UNDER SECRETARY TO GOVT.(ARW)

To

The Heads of Department/Offices concerned

Copy to: The Officials concerned – through proper channel

ANNEXURE

Training programme on "Noting & Drafting" to the directly recruited Assistants

BATCH - I

Date: 15.06.2026 (F/N) & Time: **9.30 AM to 1.00 PM**

Venue: Training Hall, Block 'C', 1st Floor, Chief Secretariat, Puducherry.

Sl. No.	Name of the Officials Tvl./Tmt./Selvi	Department
1	RAYAPUREDDY DURGA GOWRI SRAVANTHI	Dte. of Accounts & Treasuries, Puducherry
2	Suruthi T	Dte. of Accounts & Treasuries, Puducherry
3	YENUMULA PRASANTH NOEL YENUMULA	Dte. of Accounts & Treasuries, Puducherry
4	BHAGYA LAKSHMI SAI GEEDA	Dte. of Accounts & Treasuries, Puducherry
5	MUGESH R	Dte. of Accounts & Treasuries, Puducherry
6	NIVEDHITHA DEVI S	IGGGH&PGI, Puducherry
7	SANTHOSHI YALLA	Indira Gandhi Govt. General Hospital & PG Institute, Pdy.
8	AKILAN S	Adi-Dravidar Welfare Department, Puducherry
9	HARITHA M	Dte. of Agriculture & Farmers Welfare, Puducherry
10	HARIHARA RATHNAM GEEDA	O/o. Addl. Director of Agriculture (T&V), Puducherry
11	CHINTALAPUDI NAGA DHANUSH	O/o Joint Director of Agriculture (LUP&QC), Puducherry
12	Vaitheeswari. R	Dept. of Animal Husbandry and Animal Welfare, Puducherry
13	KARTHIK M	Chief Secretariat, Puducherry
14	UMAR N	Chief Secretariat, Puducherry
15	PUGAZHENDHI S	Chief Secretariat, Puducherry
16	SURYA VEERA SAI GEEDA	Dept. of Civil Supplies and Consumer Affairs, Puducherry
17	PIRAVIN K	Dept. of Civil Supplies and Consumer Affairs, Puducherry
18	KISHOREKUMAR R	Commercial Taxes Department, Puducherry
19	PARTHIBAN G	District Industries Centre, Puducherry
20	PAVITHRA M	Dte. of School Education, Puducherry
21	HARINI R	Dte. of School Education, Puducherry
22	SRI VENKATESWARLU SALAGRAMA	Dte. of School Education, Puducherry
23	ANBARASAN V	O/o. Dy. Director (Women Education), Puducherry
24	SANGEETHA A	O/o. Dy. Director (Adult Education), Puducherry
25	ARULARASAN M	O/o. Dy. Director (Sports & Youth Services), Puducherry
26	SARANYA D	O/o. Chief Educational Officer, Puducherry
27	L N V S S VAMSI SAI KRISHNA CH	National Cadet Corps Group Headquarters, Puducherry
28	BHUVANESWARI P	Calve College (French Education), Puducherry
29	GAYATHRI A	O/o S.E.-III, Electricity Dept., Puducherry
30	BHARATH P	O/o OSD, Electricity Department, Puducherry
31	ABHISHEK TALATAM	O/o Financial Controller, Electricity Dept., Puducherry
32	VENTRAPATI SRI SAI GOVIND	Urban O&M (O/o EE-I), Electricity Department, Puducherry
33	SARAVANAPERUMAL R	Cables & TTC (O/o EE-II), Electricity Department, Puducherry
34	DURGA PRASAD PALLA	Rural (North) O&M (O/o EE-IV), Electricity Dept, Puducherry
35	REDNAM SREEKANTH	Rural (North) O&M (O/o EE-IV), Electricity Dept, Puducherry
36	LOGANAYAGI A	EHV (O/o EE-VI), Electricity Department, Puducherry
37	NILAVARASAN P	MRT & MMC (O/o EE-VII), Electricity Dept, Puducherry
38	SHANMUGA PERIYA R	Dte. of Fisheries & Fishermen Welfare, Puducherry
39	SAGITHYAN M	O/o Dy. Director(Mechanisation), Fisheries Dept, Puducherry
40	MATHANKUMAR M	Dte. of Health and Family Welfare Services, Puducherry
41	ARUNKUMAR G	Dte. of Health and Family Welfare Services, Puducherry
42	ISWARYA J	Dy. Director (Family Welfare & Maternity Child Health), Pdy
43	JOYCE MARTINA J	O/o. Dy. Director (Public Health), Puducherry
44	BABURAJ N	O/o. the Dy. Commissioner (Excise), Puducherry.
45	Surendiran. K	Rajiv Gandhi Govt. Women & Children Hospital, Puducherry
46	SATYA SURYA CH	Dept. of Food & Drugs Testing, Gorimedu, Puducherry
47	KAMALI K	Dept. of Industries & Commerce, Puducherry
48	MALATHI S	Dept. of Town & Country Planning, Puducherry
49	ASWIN S	Transport Department, Puducherry
50	SRIMAN A	Dept. of Sainik Welfare, Puducherry


(P. ALAGESAN)

UNDER SECRETARY TO GOVT.(ARW)