

GOVERNMENT OF PUDUCHERRY  
DEPARTMENT OF PERSONNEL AND ADMINISTRATIVE REFORMS  
(PERSONNEL WING)

No. A.12011/2/2018-DP&AR/GC/U.I

Puducherry, dated 17.08.2021

**MEMORANDUM**

Sub: Public Services – Promotion to the post of Record Clerk/Keeper  
on ad-hoc basis - Orders - Issued.  
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The Multi Tasking Staff (General) employees mentioned in the Annexure to this Memorandum are promoted as Record Clerk/Keeper **on ad-hoc** basis and posted in the Department / Office noted against them, with immediate effect.

2. They will draw pay in the Level 2 of the Pay Matrix (Pre-revised Pay Band (PB-I) of Rs.5200-20200 with Grade Pay of Rs.1900/-) plus usual allowances as admissible under the rules in force from time to time.

3. The officials are directed to report for duty **on or before 03.09.2021**, failing which it will be presumed that he / she has declined the promotion offered and he / she will not be considered for promotion for a period of one year or next DPC, whichever is later, from the date of issue of this order.

4. No leave should be granted at the time of relief. No request for retention or transfer to any other Department/Office will be entertained for any reasons. The officials should be relieved before the stipulated date without waiting for substitute.

5. If the official is under suspension or has been charge sheeted or any disciplinary proceedings is pending against him / her, this order need not be served on him / her and the fact be intimated to this Department.

  
(V. JAISANKAR)

**UNDER SECRETARY TO GOVERNMENT**

To

The individuals concerned ..... "Through proper channel"

*(If the individual is not working in the Office/Department mentioned, the Memorandum may be forwarded to the Office where he/she is working at present)*

Copy to :

1. The Heads of the Departments / Offices concerned.
2. The District Collector, Karaikal.
3. The Director of Accounts & Treasuries, Puducherry.
4. The Regional Administrator, Mahe / Yanam.
5. The Dy. Director of Accounts & Treasuries, Karaikal/Mahe/Yanam.
6. The P.A. to Secretary (Personnel), Chief Secretariat, Puducherry.

Annexure to the Memorandum No.A.12011/2/2018-DP&AR/GC/UI dated 17.08.2021.

Sl. No.	Name of the MTS (General) and Department/Office in which working Tvl.	Name of the Department/ Office in which posted on promotion as Record Clerk / Keeper	Vacancy against which posted Tvl.
(1)	(2)	(3)	(4)
1	Alexander. A, Lt. Governor's Secretariat, Puducherry	Buildings & Roads (North) Division, PWD, Puducherry	P. Mouttouramane retired
2	Kumar. E, Subramania Bharathiar Govt. Hr. Sec. School, Puducherry	Dept. of Agriculture & Farmers Welfare (T&V) , Puducherry	M. Balaraman retired
3	Calaimannane. G, Chief Secretariat, Puducherry	Registration Department, Puducherry	K. P. Arumugam transferred
4	Santhi. R, O/o the Executive Engineer, SPM & Buildings, Div-III, Electricity Department, Puducherry	Govt. Girls Hr. Sec. School, Kadirkamam, Puducherry	V. Calaimady retired
5	Ganesh Prabu.V, O/o the Executive Engineer, Urban O & M, Electricity Department, Puducherry	Transport Department, Puducherry	V. Sandiran retired
6	Vazhumuni. J, O/o the Executive Engineer, Rural (North) O & M, Electricity Department, Puducherry	Central Office, P.W.D., Puducherry (Post created for Legislative Assembly Department, Puducherry)	M. Ramalingam retired
7	Soundararajan. S, Directorate of School Education, Puducherry	Dte. of School Education, Puducherry	B. Daffini Fernandez retired
8	Thillaigovindan. S, Directorate of Industries & Commerce, Puducherry	District Industries Centre, Puducherry	N. Sozan retired
9	Subramanian. N, Govt. Boys Primary School, Villianur, (Zone-V), Puducherry	Vivekanandha Govt. Boys Hr. Sec. School, Villianur	T. Bascaran retired
10	Ramalingam. P, Chief Secretariat, Puducherry	Chief Secretariat, Puducherry	V. Lourdusamy Saint Julien retired
11	Kundan Arya, O/o the Resident Commissioner, Puducherry House, New Delhi.	Department of Stationery & Printing, Puducherry	R. Baskarane retired

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(1)	(2)	(3)	(4)
12	Muthaiyan. J, Indira Gandhi Govt. Hr. Sec. School, Indira Nagar, Puducherry	O/o the Financial Controller, Electricity Department, Puducherry.	R. Ramani retired
13	Lazard Ducloux, Vallalar Govt. Girls Hr. Sec. School, Lawspet, Puducherry	Navalar Nedunchezian G.H.S. School, Lawspet	S. Angappan expired
14	Durai. P, Govt. High School, Sellipet, Puducherry	Commercial Taxes Department, Puducherry	S. Sandira Segaran retired
15	Karthikeyan. P, Chief Secretariat, Puducherry	O/o. the Dy. Director (Public Health), Puducherry	R. Govindarasu retired
16	Lourdumary. S, Directorate of Social Welfare, Puducherry	Directorate of Social Welfare, Puducherry	P. Subramanian retired
17	Baladhandayoudame. B, Chief Secretariat, Puducherry	Dte. of Economics & Statistics, Puducherry	V. Murugesan transferred
18	Jayalakshmi. D, Hindu Religious Institutions & Wakf, Puducherry	Maraimalai Adigal Govt. Hr. Sec. School, Embalam	G. Radakrichenan retired
19	Selvi. K, O/o the Deputy Director (ESI), Gorimedu, Puducherry	Jeevanandan Govt. Hr. Sec. School, Karamanikuppam	P. Nirmala Kumari transferred
20	Amudha. M, O/o the Special Secretary to Govt. (Rev.), Puducherry	O/o the Secretary (Revenue)-cum-District Collector, Puducherry	G. Vinayagam retired
21	Krishnamurthi. A, Directorate of Survey & Land Records, Puducherry	Calve College Govt. Hr. Sec. School, Puducherry	D. Annakili retired
22	Natchiar. P, Soucilabai Govt. Hr. Sec. School, Puducherry	Soucilabai Govt. Hr. Sec. School, Puducherry	S. Dhananjayan retired
23	Kasthuribai. M, Govt. Girls Hr. Sec. School, Kalapet, Puducherry	Dr. Ambedkar Govt. Law College, Kalapet	A. Badmanabane retired
24	Manikutti Masilamani. M, Tagore Arts & Science College, Lawspet, Puducherry	O/o the EE, Div-X, Electricity Department, Puducherry.	K. Kumarasamy retired

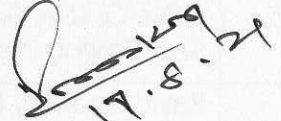
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(1)	(2)	(3)	(4)
25	Ganesh. R Lt. Governor's Secretariat, Puducherry	Dte. of Survey & Land Records, Puducherry	R. Hari transferred
26	Anand. M Lt. Governor's Secretariat, Puducherry	Jail Department, Kalapet	K. Arivasagan transferred
27	Diagaradjane. A Co-operative Department, Puducherry	Department of Stationery & Printing, Puducherry	T. Mouttou koumarasamy retired
28	Veerabathiran. N Govt. Hr. Sec. School, Oulgaret, Puducherry	Kanniamigu Quaide Milleth Govt. Hr. Sec. School, Sulthanpet, Puducherry	V. Govindarassou retired
29	Rajasekaran. S Port Department, Puducherry	O/o the EE, Rural (North), O & M, Electricity Department, Puducherry	J. Kalaivanan retired
30	Anandharaj. K Department of Civil Supplies & Consumer Affairs, Puducherry	O/o the Council of Ministers, Puducherry	K. Manikandan retired
31	Meena. A Tagore Arts & Science College, Lawspet	O/o. the EE, Urban O & M, Electricity Department, Puducherry.	L. Susairaj retired
32	Kothandaramane. T O/o the Labour Officer (Enforcement), Puducherry	Govt. Hr. Sec. School, Korkadu	Existing vacancy
33	Kaliamoorthy. S, Govt. Chest Clinic, Puducherry	Adi Dravidar Welfare & Scheduled Tribes Welfare Department, Puducherry	C. Oudayakumar retired
34	Rathinavelu. S, Calve College Govt. Hr. Sec. School, Puducherry	Police Department, Puducherry	K. Veeraragavalu retired
35	Ravichandiran. R, Jawaharlal Nehru Govt. Hr. Sec. School, Nedungadu, Karaikal	V.O.C. Govt. Hr. Sec. School, Kottucherry, Karaikal	G. Rajendiran retired
36	Cecelia. A, Govt. Hr. Sec. School, Thenoor, Thirunallar, Karaikal	Govt. Girls Hr. Sec. School, Thirunallar, Karaikal	A. Irudayan Julian Francois retired



(1)	(2)	(3)	(4)
37	Jayachandiran. M, Govt. Hr. Sec. School, Thenoor, Thirunallar, Karaikal	Govt. Hr. Sec. School, Thenoor, Thirunallar, Karaikal	R. Packiry retired
38	Ramatammalle. K, O/o the Superintending Engineer, Circle-III, PWD, Karaikal	O/o the Executive Engineer, Electricity Department, Karaikal	R. Nadarajane retired
39	Aroquia Marie. G, Jawaharlal Nehru Govt. Hr. Sec. School, Nedungadu, Karaikal	Jawaharlal Nehru Govt. Hr. Sec. School, Nedungadu, Karaikal.	D. Dhanalakshmi retired
40	Sayeelakshmi. S, Govt. Hr. Sec. School, T.R. Pattinam, Karaikal	Annai Teresa Govt. Girls Hr. Sec. School, Karaikal	V. Rajam retired
41	Ponnazhagan. G, O/o the Labour Commissioner, Karaikal	Govt. General Hospital, Karaikal	A. Kaliaperumal retired
42	Ajitha. T.K., KGGHS, Palloor, O/o the Chief Educational Officer, Mahe	Public Works Department, Mahe	K.C. Lakshmi Kutty retired
43	Razak. A, Govt. General Hospital, Mahe	Electricity Department, Mahe.	P. Radhakrishnan retired
44	Jayaprakashan. K.P., GLPS, Pandakkal, O/o the Chief Educational Officer, Mahe	I. K. Kumaran Govt. Hr. Sec. School, Pandakkal, Mahe	Existing vacancy
45	Kona Koteswara Rao, O/o the Sub-Registrar, Yanam	Electricity Department, Yanam.	Bezawada Vijaya Kumar retired
46	Palepu Prabhakar, O/o the Dy. Collector (Revenue), Yanam	Govt. General Hospital, Yanam	Thotta Suryaprakash Rao expired

  
17.8.21

**(V. JAISANKAR)**  
**UNDER SECRETARY TO GOVERNMENT**