

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

No.A.32016/13/2024-DP&AR/GC/UII

Puducherry, dated 09.01.2025

**MEMORANDUM**

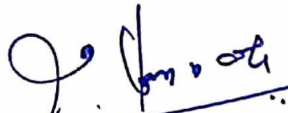
Sub: Public Services – Promotion to the post of Record Clerk /  
Keeper on ad-hoc basis – Orders – Issued.

\* \* \* \* \*

The Multi Tasking Staff (General) 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 Level-2 in the Pay Matrix 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 31.01.2025, failing which it will be presumed that he/she has declined the offer and they will not be considered for promotion for a period of one year from the date of issue of this Memorandum.
4. If the official is under suspension or has been charge sheeted or any disciplinary proceedings is pending him / her, this order need not be served on him / her and the fact be intimated to this Department.

// BY ORDER //

  
(M.KANNAN) 09.01.25

**UNDER SECRETARY TO GOVERNMENT**

To

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

Copy to:

1. The Heads of Departments / Offices concerned.
2. The Director of Accounts & Treasuries, Pondicherry.
3. The Dy. Director of Accounts & Treasuries, Karaikal/Mahe/Yanam.
4. The P.S. to Secretary (Personnel), Chief Secretariat, Puducherry.
5. Spare copy.

**ANNEXURE**

**To The Memorandum No.A.32016/13/2024-DP&AR/GC/UII Dated 09.01.2025**

Sl. No.	Name of the MTS (General) and Department / Office in which working Thiru./Tmt.	Name of the Dept./Office to which posted on promotion as Record Clerk / Keeper	Vacancy against which posted
(1)	(2)	(3)	(4)
1	Mattaparathi Srinivasa Rao O/o. Dy. Collector (Revenue), Yanam	Electricity Department, Yanam	Kona Koteswara Rao retired
2	A. Murugan Sekkizhar GHS, Thattanchavady	Govt. Girls Hr. Sec. School, Kadirkamam	V. Calaimady retired
3	P. Subrahmanyeswara Rao O/o. Dy. DAT, Yanam	PWD, Yanam	Manney Venkateswara Rao retired
4	A. Diagaradjane Co-operative Dept., Puducherry	O/o. Asst. Director (Agri) T&V, Thattanchavady	R. Danassou retired
5	P. Nagarajan Dept. of Fisheries & Fishermen Welfare, Puducherry	Department of Fisheries & Fishermen Welfare, Puducherry.	P. Pasuvalingam retired
6	C. Balane Mourougane Chief Secretariat, Puducherry	Registration Department, Puducherry	Existing vacancy
7	Malladi Kama Raju STTP Junior College, Yanam	Sub Taluk Office, O/o Dy. Collector (Revenue), Yanam	S.M. Rambabu retried
8	Syed Rasheeda Dept. of Women & Child Development, Yanam	Department of Women & Child Development, Puducherry.	P. Arunaachalam retired
9	Kollu Venkateswarlu O/o. Asst. Inspector of Labour, Yanam	Directorate of Survey & Land Records, Puducherry.	Existing vacancy
10	Santha P.C. Town & Country Planning, Sub-Office, Mahe	Govt. General Hospital, Mahe	K.P. Pushparajan retired
11	K. Sathyabama MTVS GHS, Reddiarpalayam	Social Welfare Department, Puducherry	Soundararajan Lachaud .E retired
12	Rethi .M.M Jawaharlal Nehru GHSS, Mahe	C.E. Bharathan Govt. Hr. Sec. School, Mahe	K. Pradeep Kumar retired
13	G. Anbarasi VOC GHSS, Kottucherry, Karaikal	Annai Theresa Govt. Girls Hr. Sec. School, Karaikal.	S. Sailakshmi expired

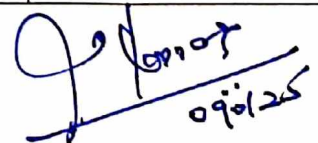
*[Handwritten Signature]*  
.....2/-  
09/01/25

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14	T. Rajarethinam Circle-III, PWD, Karaikal	O/o. Deputy Director of Accounts & Treasuries, Karaikal.	A. Cecilia retired
15	P. Kavitha Arignar Anna Govt. Arts & Science College, Karaikal	Tourism Department, Puducherry.	K. Subramanian retired
16	B. Kalidassane GMS, Bahour	Bharathi Govt. Hr. Sec. School, Bahour, Puducherry.	K. Kajamuga retired
17	R. Baraninathan Dte. of Health & Family Welfare Services, Puducherry	O/o. the Deputy Director (FW&MCH), Puducherry.	P. Anandan @ Subramani retired
18	Lakshmi .K.M O/o. Dy. Collector (Revenue), Mahe	I K Kumaran GHS School, Pandakkal, Mahe	Jayaparakashan K.P. retired
19	Puvvala Mariyamma AD Welfare Dept. Sub-Office, Yanam	O/o. Executive Engineer- Urban O & M, (Division-I), Electricity Department, Puducherry.	L. Susairaj retired
20	M. Kamali Dte. of Social Welfare, Puducherry	Public Health Division, PWD, Puducherry.	S. Rajendiran retired
21	Sajitha T.K. M.G. Govt. Arts College, Mahe	Directorate of Industries & Commerce, Puducherry	N. Kothandapani retired
22	Nama Sita Dr. SRK Govt. Arts College, Yanam	Department of Stationery and Printing, Puducherry	T. Muthukumara -samy retired
23	Pushparaj CHK O/o. Regional Administrator, Mahe	Police Department, Puducherry	K. Veeraragavalu retired
24	P. Bhairavaratnam Dr. SRK Govt. Arts College, Yanam	Department of Revenue & Disaster Management, Puducherry	S. Gurusamy retired
25	Prema C.V. M.G. Govt. Arts College, Mahe	Irrigation Division, PWD, Puducherry	K. Loganadin expired
26	Nisha M.M. M.G. Govt. Arts College, Mahe	Calve College French High School, Puducherry	D. Annakili retired
27	Sabitha K.P. Jawaharlal Nehru GHSS, Mahe	Soucilabai Govt. Girls Hr. Sec. School, Puducherry	Natchiar retired




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28	R. Iyanarappan GHSS, Alankuppam, Puducherry	Central Office, PWD, Puducherry	D. Chandirasekaran retired
29	Geetha .K O/o. Commercial Tax Officer, Mahe	Commercial Taxes Department, Puducherry	P. Shanmugam retired
30	Premeela .P M.G. Govt. Arts College, Mahe	Central Office, PWD, Puducherry	K. Vasanthan retired
31	V. Sheeja O/o. Dy. Registrar of Co-op. Societies, Mahe	O/o the Registrar of Co-operative Societies, Puducherry.	G. Menon retired
32	Rajalakshmi .P M.G. Govt. Arts College, Mahe	Chief Secretariat, Puducherry	P. Ramalingam retired
33	Anithakumari .P.V. O/o.Dy. Director (Agri & Farmers Welfare), Mahe	O/o the Executive Engineer, Div.IX, Rural (South) O&M, Electricity Department, Puducherry.	M. Muniammale retired
34	Gunturu Urvasi PWD, Yanam	O/o the Financial Controller, Electricity Department, Puducherry.	Existing vacancy
35	Ch. Narasimha Murthy Dr. SRK.Govt. Arts College, Yanam	Annai Sivagami Govt. Girls Hr. Sec. School, Mudaliarpet, Puducherry	V. Dhanalakshmi retired
36	Reddy Venkateswari STTP Govt. Junior College, Yanam	Buildings & Roads (Central) Division, PWD, Puducherry	P. Nagalingam retired on VRS
37	S. Anbalagan State Election Commission, Puducherry	Chief Secretariat, Puducherry	A. Irusan retired
38	D. Ejumale Dte. of School Edn, Puducherry	Directorate of School Education, Puducherry.	P. Ramaradje retired on VRS
39	A. Jayarakini O/o. EE-EHV, Electricity Dept., Puducherry	O/o the Executive Engineer, Division-X, Electricity Department, Puducherry.	K. Kumarasamy retired
40	S. Anebajagane Transport Dept., Puducherry	O/o the Executive Engineer, Rural (North) O&M, Electricity Department, Puducherry	J. Kalaivanan retired

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09/01/25

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41	V. Muthukiruchnan AD Welfare & ST Welfare Dept., Puducherry	Sinnatha Govt. Girls Hr. Sec. School, Puducherry	K. Selvarangam Expired
42	Malea Adelbert Navalar Nedunchezhan GHSS, Lawspet	Department of Civil Supplies and Consumer Affairs, Puducherry.	M. Murugaiyan retired
43	A. Kamalageedhan O/o. Dy. Director of Education (Women), Puducherry	Kalaingar Karunanithi Govt. Hr. Sec. School, Kalitheerthalkuppam, Puducherry	M. Karunakaran retired

# Tmt. P. Kavitha (Sl. No.15) is not entitled for joining time / Transfer T. A. as the posting is ordered on her own request.

  
(M. KANNAN) 09/01/25

**UNDER SECRETARY TO GOVERNMENT**