

No.C.18014/3/2018-DP&AR/GC/U.I
GOVERNMENT OF PUDUCHERRY
DEPARTMENT OF PERSONNEL & ADMINISTRATIVE REFORMS
(PERSONNEL WING)

Puducherry, dated 09.05.2023

MEMORANDUM

Sub: Public Services – Promotion to the post of Office
Receptionist - cum-Telephone Operator Gr.I
– Orders – Issued.

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The Office Receptionist-cum-Telephone Operator Gr.II mentioned below are promoted as Office Receptionist-cum-Telephone Operator Gr.I on regular basis and posted in the Department/Office noted against them, with immediate effect.

Sl. No	Name of the O.R.T.O. Gr-II and Department / Office in which working Thiru./Tmt.	Name of the Department/ Office in which posted on promotion as O.R.T.O. Gr-I	Vacancy against which posted
1.	Rajendiran .C Police Department, Puducherry.	Indira Gandhi Govt. General Hospital & P.G. Institute, Puducherry	Existing Vacancy
2.	Jacantha Mary .S Chief Secretariat, Puducherry.	Directorate of School Education, Puducherry	Existing Vacancy

2. They will draw pay in Level-5 in the Pay Matrix plus usual allowances as admissible under the rules in force from time to time.

3. The officials shall report for duty **on or before 22.05.2023**, failing which it will be presumed that he/she has declined the offer 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. The Heads of Department/Office concerned are requested to relieve the officials without waiting for substitute and request for retention/modification of promotion orders will not be entertained.

// BY ORDER //



(V. JAISANKAR)

UNDER SECRETARY TO GOVERNMENT

To
The individuals concerned

.... "Through proper channel"

...2/-

Copy to :

1. The Heads of Departments/Offices concerned:-

.....Before issuing promotion order it shall be ensured that no disciplinary proceedings is pending against the Government Servant. If any case is pending, the order need not be served and the fact may be intimated to this Department.

2. The Director of Accounts & Treasuries, Pondicherry.
3. The P.S. to Secretary (Personnel), Chief Secretariat, Puducherry.
4. Spare copy.