

No.A-48011/6/2015-DPAR/SS.II(2)
GOVERNMENT OF PUDUCHERRY
DEPARTMENT OF PERSONNEL AND ADMINISTRATIVE REFORMS
(PERSONNEL WING)

Puducherry, dt.24.03.2017

MEMORANDUM

The undersigned hereby offers to the candidates mentioned in the "ANNEXURE" to this Memorandum, a temporary appointment in the post of Upper Division Clerk (Group-C) in the Cell-1 of Level-4 in the Pay Matrix in the Department/Office mentioned against them with immediate effect. The appointee will also be entitled to draw the dearness and other allowances at the rates admissible and subject to the conditions laid down in rules and orders governing the grant of such allowances in force from time to time.

2. The terms of appointment are as follows:-

i) The offer of appointment will be subject to production of the following certificates in original:-

- a) Nativity / Residence
- b) Community Certificate
- c) Educational qualification
- d) Date of Birth
- e) Physically Handicapped [for PH candidates only]
- f) Ex-Servicemen [for XSM candidates only]

ii) The appointment is temporary and may be terminated at any time by a month's notice given by either side without assigning any reasons. The Appointing Authority, however, reserves the right of terminating the services of the appointee forthwith or before the expiry of the stipulated period of notice by making payment to him/her of a sum equivalent to the pay and allowances for the period of notice or the unexpired portion thereof. In case the appointee prefers to terminate his/her services before the expiry of the stipulated period of notice, he/she shall be allowed to do so by making payment of a sum equivalent to the pay and allowances for the period of notice or unexpired portion thereof.

iii) He/She should also work as Cashier if he/she is so directed by the Head of Department/Office, for which he/she should furnish necessary Fidelity Bond/Cash Security.

iv) He/She should pass the prescribed departmental tests viz. Accounts Test for Subordinate Officers (Part-I & Part-II), Common General Departmental Test for Ministerial Staff and should also pass typewriting test (Lower Grade) in English or Tamil or Malayalam or Telugu conducted by a recognized Board of Technical Education in case he/she has not passed the said test conducted by the recognized Board of Technical Education earlier and Office Automation course conducted by this Administration during the period of probation failing which he/she will be ousted from service.

(v) Other conditions of Service will be governed by the relevant rules and orders in force from time to time.

3. The appointment will be further subject to -

- i) Production of a Certificate of fitness from the Competent Medical Authority (R.M.O.).
- ii) Submission of a declaration in the form enclosed (Annexure-I) and in the event of the candidate having more than one wife living or being married to a person, having more than one wife living, the appointment will be subject to him/her being exempted from the enforcement of the restrictions in this behalf.

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iii) Submission of attestation forms for verification of character and antecedents along with joining report.

4. In case it is found that he/she was guilty of misconduct involving moral turpitude, which would disqualify him/her for Government Service, or had suppressed any material fact relating to his/her conduct prior to entry into Government Service or if any declaration given or information furnished by the candidate proves to be false, he/she will be liable to be discharged from service and such other action as Government may deem necessary.

5. It may please be stated whether the candidate is serving or is under obligation to serve in Central Government Department/ other State Government or Public Authority.

6. As no person professing a religion different from the Hindu or Sikh religion can be deemed to be a member of Scheduled Caste, the candidate should inform about the change, if any, of his/her religion to his/her appointing/administrative authority immediately after such a change. (This applies only in the case of Scheduled Caste candidates).

7. The appointment is provisional and is subject to the Caste/Community Certificate being verified through the proper channels in respect of the candidates selected under OBC/MBC/BT/BCM/EBC/SC reservation, and if the verification reveals that the claim to belong to OBC/MBC/BT/BCM/EBC/SC is false, his / her services will be terminated forthwith without assigning any further reasons and without prejudice to such further action as may be taken under the provisions of the Indian Penal Code for production of false certificate.

8. If the candidate accepts the offer on the above terms and conditions, he/she should report for duty before the Head of Department/Office concerned immediately and in any case **not later than 24.04.2017**. If the candidate fails to report for duty on or before the prescribed date, the offer will be treated as cancelled, and no further communication will be entertained.

9. No travelling allowance will be allowed for joining the post.


24.04.17
M. KANNAN)

UNDER SECRETARY TO GOVERNMENT (DP&AR)

To :

The Heads of Departments/Offices concerned.

With a request to verify the following certificates in original and send confirmation to this department on or before **10.05.2017** that such verification has been done and tallied with the basic data to the extent furnished, before accepting the joining report of the candidate.

- i) Whether the candidate possesses the prescribed age and educational qualification.
- ii) Whether the candidate produced Nativity / Residence certificate / Community (in case of selected under reserved category) / PH / Ex-Servicemen certificate as the case may be.
- iii) When the candidate reports for duty and fulfills the above, he/she may be appointed as Upper Division Clerk.

- iv) the candidate on appointment as Upper Division Clerk may be placed on probation for a period of 2 years from the date of his/her joining the post.
- v) the attestation forms for verification of character and antecedents may be collected from the candidate at the time of joining the post and forward the same separately to the Confirmation Cell, Department of Personnel & Administrative Reforms (Personnel Wing), Puducherry.
- vi) the Bio-data of the individual in the prescribed Proforma (enclosed) should be sent to the Service Section-II (DP&AR) along with a copy of the posting order.

Copy to:

1. The Under Secretary to Govt. (Administrative Reforms Wing), Puducherry.
2. The District Collector, Karaikal.
3. The Regional Administrator, Mahe / Yanam.
4. The Director of Accounts and Treasuries, Puducherry.
5. The Deputy Director of Accounts and Treasuries, Karaikal / Mahe / Yanam.
6. The Employment Officer, Employment Exchange, Puducherry.
7. The Examination Cell (DP&AR), Puducherry.
8. The P.A. to Secretary to Government (Personnel), Puducherry.
9. Stock file.

Annexure to Memo. No.A-48011/6/2015-DPAR/SS.II(2) dated 24.03.2017

Sl. No.	Roll No.	Name & Address of the Candidate	Dept./ Office to which to be posted as U.D.C.	Vacancy against which posted
1	300632	Ms. LISHA K P, W/D/o. NARAYANAN, ANGAVALAPPIL HOUSE, PALLOOR P O, MAHE - 673310	Office of the Deputy Collector, Mahe	Mini. A promoted
2	202963	Mr. VARUNKUMAR R, S/o. RAMAMOORTHY, 216, RAMAMOORTHY ILLAM, MAIN ROAD, OPP TO POLYTECHNIC COLLEGE, VARICHIKUDY, KARAIKAL - 609609	Office of the Dy. Director of Accounts and Treasuries, Karaikal	Mukunthan. R deputed
3	126729	Mr. NITHIYANANTHAN T, S/o. THILLAI KANNU. N, NO.13, PAVANDAR STREET, SANJAI GANDHI NAGAR, ORLEANPET , PUDUCHERRY - 605013	Commercial Taxes Department, Puducherry	Sankar. M transferred
4	400969	Mr. V V L N SWAMY SALADI, S/o. SALADI SATTIRAJU, D. NO. 3-4-027, THAYAGARAYA STREET, YANAM - 533464	Central Office, Public Works Department, Puducherry	Sokkanathan. V promoted
5	102587	Ms. DHIVYAA M, W/D/o. MOORTHY S, NO 29, EIGHTH CROSS STREET, KURINJI NAGAR , LAWSPET, PUDUCHERRY - 605008	Motilal Nehru Govt. Polytechnic, Lawspet, Puducherry	Kalaiselvam. D transferred
6	103790	Ms. KEERTHI J, W/D/o. JAGATHEESAN S, NO.10, U - BLOCK, GOVERNMENT QUARTERS, LAWSPET, PUDUCHERRY - 605008	Directorate of Higher and Technical Education, Puducherry	Rajendran. S transferred
7	102749	Mr. SANTHOSH AMALRAJ M, S/o. MADASAMY P, 25, NEW STREET, GOVINDASALAI, PUDUCHERRY - 605011	Police Department, Puducherry	Barathiraja. N resigned
8	112280	Mr. YOGESVARAN S, S/o. SADHASIVAM, NO.2, VEERAN KOIL STREET, KOMANDHANMEDU, BAHOUR POST, PUDUCHERRY - 607402	Transport Department, Puducherry	Anbarasi. S resigned
9	102109	Mr. ARAVINDAN C, S/o. CHANDRASEKARAN S, 5, KALYANA SUNDARAM STREET, ANANDA NAGAR, KATHIRKAMAM, PUDUCHERRY - 605009	Adi-Dravidar Welfare Department, Puducherry	Kaviyarasi. V transferred

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Sl. No.	Roll No.	Name & Address of the Candidate	Dept./ Office to which to be posted as U.D.C.	Vacancy against which posted
10	122567	Mr. VIGNAESWARAN B, S/o. BALASOUPRAMANIEN M, 10, THIRD CROSS STREET, SHASTRI NAGAR, PUDUCHERRY - 605005	Co-Operative Department, Puducherry	Baskaran. R promoted
11	106198	Ms. SUMATHI S, W/D/o. SIVAPRAGASAM R, NEW NO.16, OLD NO. 38, AKKASAMY MADAM STREET, CHINNAIYAPURAM, MUTHIALPET, PUDUCHERRY - 605501	Directorate of Accounts and Treasuries, Puducherry	existing vacancy
12	400245	Mr. SUBRAHMANYAM MADA, S/o. SATYANARAYANA M, D-NO-2-7-024, GOLAGABATHULA STREET, NEAR OLD BUS STAND, YANAM - 533464	Office of the Executive Engineer Division-I, Electricity Department, Puducherry	Md. Siddik. M.I promoted
13	111526	Mr. VELMURUGAN S, S/o. SHANMUGAM M, NO 41, MAIN ROAD, KARASUR, PUDUCHERRY - 605502	Special Employment Exchange for PH, Puducherry	Shanmugam. N transferred
14	113239	Mr. SADHISH M, S/o. MURUGESAN, 5, THROWPATHY AMMAN KOIL STREET, POORANANKUPPAM, PUDUCHERRY - 605007	Government Automobile Workshop, Puducherry	Candan. S promoted
15	121593	Mr. SANTHOSHCHANDRAN R, S/o. RAVITCHANDIRANE, 10-11, 2ND FLOOR, RAINBOW APARTMENTS, 12TH STREET, I CROSS, KRISHNA NAGAR, LAWSPET, PUDUCHERRY - 605008	Office of the Deputy Collector (Excise), Puducherry	Gowri. C transferred
16	126126	Ms. SANGEETHA M, W/D/o. MANOHARAN R, NO.20, MOOVENDHAR STREET, MARIAMMAN NAGAR, MUDALIARPET, PUDUCHERRY - 605004	Social Welfare Department, Puducherry	existing vacancy
17	120475	Mr. SHANMUGAM S, S/o. SAKTHIVEL R, OLD NO.17, NEW NO.1, MARIAMMAN KOIL STREET, SIVAGAMY NAGAR, ARIYANKUPPAM, PUDUCHERRY - 605007	Department of Fisheries and Fishermen Welfare, Puducherry	Sendilkumar. S transferred

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Sl. No.	Roll No.	Name & Address of the Candidate	Dept./ Office to which to be posted as U.D.C.	Vacancy against which posted
18	104711	Ms. KRISHNAVENI R, W/D/o. RAMALINGAM, NO.17 3RD CROSS STREET, ANNAI INDIRA NAGAR, ARIYANKUPPAM, PUDUCHERRY - 605007	Office of the Executive Engineer Division-I, Electricity Department, Puducherry	Selvaganabathy. N transferred
19	101517	Mr. SASIKUMAR N, S/o. NANDAGOPAL, NO.32, PAVENDAR STREET, PETHUCHETTI PET, LAWSPET, PUDUCHERRY - 605008	Central Office, Public Works Department, Puducherry	Baskaran. M transferred
20	122737	Ms. SANGEETHA VADHANI S, W/D/o. SATCHIDANANDAM P, 37, ELEVENTH CROSS STREET, KURINJI NAGAR, LAWSPET POST, PUDUCHERRY - 605008	Directorate of Health and Family Welfare Services, Puducherry	Djealatchoumy. V promoted
21	124793	Mr. SABARIESSAN N, S/o. NARAYANASAMY R, NO.9, 3RD CROSS STREET, SAKTHI NAGAR, MARIE OULGARET, PUDUCHERRY - 605010	Department of Women and Child Development, Puducherry	Selvi. S transferred
22	200399	Mr. RAMESH KUMAR R, S/o. RAJASEKARAN S, NO 3, TYPE II BLOCK B, GOVERNMENT QUARTERS , NEHRU NAGAR, KARAIKAL - 609605	Office of the Dy. Director of Accounts and Treasuries, Karaikal	Muruganandhu. D transferred
23	201511	Mr. SATHISH M, S/o. MANOHAR P, NO.22, NORTH EAST STREET, KOTTUCHERRY, KARAIKAL - 609609	Office of the Executive Engineer, Division-V, Electricity Department, Karaikal	Prakash. V transferred
24	126078	Mr. BHUVANESH, S/o. NANDAGOPAL, 23, ALAMARAM STREET, CHINNAKALAPET, PUDUCHERRY - 605014	Dr. Ambedkar Govt. Law College, Kalapet, Puducherry	Jayaraj. G transferred
25	106828	Mr. SREEDHAR P, S/o. PAZHANIVEL A, 36, KULAKARAI STREET, PETHUCHETTIPET, LAWSPET, PUDUCHERRY - 605008	NCC Group Headquarters, Lawspet, Puducherry	Jayakumar Mathues. P transferred
26	117630	Mr. VIGNESH K, S/o. KRISHNAMURTHY V S, NO 26, 1ST MAIN ROAD , VELMURUGAN NAGAR, KOSAPLAYAM , PUDUCHERRY - 605013	Registration Department, Puducherry	Premalatha. M transferred

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Sl. No.	Roll No.	Name & Address of the Candidate	Dept./ Office to which to be posted as U.D.C.	Vacancy against which posted
27	123416	Ms. REVATHY S, W/D/o. SELVARASU, NO 39 MAARIAMMAN KOVIL STREET, SELLAPERUMALPET , LAWSPET, PUDUCHERRY - 605008	NCC Group Headquarters, Lawspet, Puducherry	Vijayan. P transferred
28	109339	Mr. SURESH S, S/o. SUBRAMANIAN, NO 53, 7TH CROSS STREET, THULUKANATHA AMMAN NAGAR, MURUNGAPAKKAM, PUDUCHERRY - 605004	Local Administration Department, Puducherry	Muthal. G promoted
29	122529	Mr. BATMANABAN T, S/o. THAYUMANAVAR, NO.32, DHROWPATHI AMMAN KOIL STREET, ARIYANKUPPAM, PUDUCHERRY - 605007	Commercial Taxes Department, Puducherry	Kamalanathan. G transferred
30	125561	Ms. SHRIMATHY T, W/D/o. THANGAVELU N, NO 41 FIRST MAIN ROAD, NEHRU NAGAR, THENGAITHITTU ROAD, MUDALIARPET, PUDUCHERRY - 605004	Public Health Division, Public Works Department, Puducherry	Shree Raam. R transferred
31	201569	Mr. RAJESH N, S/o. NAGOORAN, NO 20, DR AMBEDKAR NAGAR, NEDUNGADU, KARAIKAL - 609603	Irrigation and Public Health Division, PWD, Karaikal	Ezhilarasi. M transferred
32	101504	Ms. KALAISELVI A, W/D/o. ANANDAN S, NO.16, P-BLOCK, THIAGHUMUDALIAR NAGAR, MUDULIARPET, PUDUCHERRY - 605004	Office of the Financial Controller, Electricity Department, Puducherry	Sundararajan. K retired
33	203133	Ms. LOKESHWARI R, W/D/o. RAVI, NO 56, MAIN ROAD, SERUMAVILANGAI, NEDUNGADU, KARAIKAL - 609603	Circle-III, Public Works Department, Karaikal	Ariharakrishnan. G, deputed
34	123590	Ms. SRILA E, W/D/o. EATHIRAJALU, 66, PAZHANI GRAMANI THOTTAM, VAZHAIKULAM, PUDUCHERRY - 605102	Directorate of Accounts and Treasuries, Puducherry	Valli. S transferred


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 (M. KANNAN)

UNDER SECRETARY TO GOVT. (DP&AR)

