

MOST URGENT
TRAINING PROGRAMME

F.No.33018/1/2022/A2/ARW
GOVERNMENT OF PUDUCHERRY
CHIEF SECRETARIAT
ADMINISTRATIVE REFORMS WING

Puducherry, dated 16/11/2022.

MEMORANDUM

Sub: AR Wing – Conduct of induction/capsule training programme to Upper Division Clerks and Lower Division Clerks recruited directly/compassionate grounds - Intimated – Reg.

It is informed that, as approved by the Chief Secretary to Government, it is proposed to Conduct of induction/capsule training programme to Upper Division Clerks and Lower Division Clerks recruited directly/compassionate grounds of this Administration in batches in the Training Hall of AR Wing, Block 'C', Chief Secretariat, Puducherry. The training programme for the 1st Batch is scheduled to be held **from 28.11.2022 to 16.12.2022.**

2. The Upper Division Clerks/Lower Division Clerks mentioned in the “**Annexure**” to this memorandum, are nominated for the 1st Batch of the said training programme. The training programme will be conducted, on both sessions (Forenoon and Afternoon). Hence, they are directed to attend the full day training, without fail. The period of training shall be treated as “on duty” under FR9 (6) (b) (i).

3. The Officials attending training from outlying regions are eligible for TA / DA as per rules.

4. The Heads of Departments/Offices concerned are, therefore requested to relieve their official(s) concerned to attend the training classes for the above mentioned period at the right time.

5. The candidates should report at **8.45 A.M. on 28.11.2022 (Monday)** at the above venue, with the relieving order issued by the Head of Departments/Offices concerned, for registration.

/BY ORDER/


(R. SRIDHARAN)

UNDER SECRETARY TO GOVT.(ARW)

Encl:- As above

To

1. The Individual concerned – through proper channel

2. The Head of Departments/ Offices } In case the official is transferred to some other department, the memo may be forwarded directly to the department concerned, under intimation to this wing.

Copy to:

The Under Secretary to Government,
Dept., of Personnel & Administrative Reforms (CC),
Chief Secretariat,
Puducherry. } for information.

ANNEXURE
LIST OF UDCs/LDCs NOMINATED FOR THE INDUCTION/CAPSULE TRAINING PROGRAMME
BATCH - I

Period: 28.11.2022 to 02.12.2022, 05.12.2022 to 09.12.2022, 12.12.2022 to 16.12.2022.

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

Sl. No.	Name of the Candidate Tvl./Tmt./Selvi	Designation	Department in which working at present
1.	R. Kalpana	LDC	Dept. of Women & Child Development, Puducherry
2.	Kattungi Chandra Sekhar	LDC	Electricity Department, Yanam
3.	B. Medichetty Lakshmi Narayana	LDC	Electricity Department, Karaikal
4.	I. Lakshmikandan	LDC	Jail Department, Puducherry
5.	S. Damodaran	LDC	Dept. Animal Husbandry & Animal Welfare, Puducherry
6.	V. Anandy	LDC	O/o the EE - Rural (North) O&M, Electricity Dept. Pdy.
7.	G. Vijayakumar	LDC	Avvaiyar Govt. College for Women, Karaikal
8.	K. Bakyalakshmi	LDC	O/o the Chief Education Officer, Puducherry
9.	Vimmi. K.M	LDC	O/o the Deputy Collector (Revenue), Mahe
10.	Sini. P.S	LDC	O/o the Deputy Director (ESI), Puducherry
11.	K. Marudhajalam	LDC	O/o the Deputy Director (ESI), Puducherry
12.	C. Vadivukarasi	LDC	Co-Operative Department, Puducherry
13.	S. Sathish	LDC	AD Welfare and Scheduled Tribes Welfare Dept., Pdy.
14.	R. Kanimozhi	LDC	IGGGH & PGI, Puducherry
15.	S. Aruna Duvizert	LDC	IGGGH & PGI, Puducherry
16.	P. Anandhi	LDC	IGGGH & PGI, Puducherry
17.	S. Selvam	LDC	Special Buildings Div-II, PWD, Puducherry
18.	K. Bhavani	LDC	Dept. of Civil Supplies & Consumer Affairs, Puducherry
19.	K. Baskar	LDC	Directorate of Forest & Wildlife, Puducherry.
20.	Manjusha. M	LDC	Dept. of Civil Supplies & Consumer Affairs, Mahe.
21.	J. Amourdame	LDC	Architctural Wing, PWD, Puducherry
22.	M. Ayanarappane	LDC	Legislative Assembly Secretariat, Puducherry
23.	B. Thilagam	LDC	Legislative Assembly Secretariat, Puducherry
24.	C. Mourougassamy	LDC	Legislative Assembly Secretariat, Puducherry
25.	G. Balaji	LDC	Legislative Assembly Secretariat, Puducherry
26.	S. Vijaikumar	LDC	O/o the Additional Director of Agriculture, Karaikal
27.	Moka Leelavathi	UDC	Electricity Department, Yanam
28.	Venkateswari Potula	UDC	O/o the Delegate to DSE, Yanam
29.	C. Amudharani	UDC	Electricity Department, Karaikal
30.	K. Maheswari	UDC	Electricity Department, Karaikal
31.	R. Ramkumar	UDC	Dept. Animal Husbandry & Animal Welfare, Puducherry
32.	J.C. Martina Christi	UDC	Directorate of Tourism, Puducherry
33.	G. Chitra Pirya	UDC	Town & Country Planning Department, Karaikal
34.	S. Singaravelan	UDC	O/o the Labour Officer, Karaikal
35.	Gella Swarna Kumari	UDC	DAT, Branch Officer, Yanam
36.	Soniya. K.P	UDC	Mahatma Gandhi Govt. Arts College, Mahe
37.	G. Sujivavasanth	UDC	National Highways Division, PWD, Puducherry
38.	P. Anandarajan	UDC	Local Administration Department, Puducherry.
39.	S. Swaminathan	UDC	Local Administration Department, Puducherry.
40.	R. Soupramany	UDC	Local Administration Department, Puducherry.
41.	A. Baskar	UDC	Local Administration Department, Puducherry.
42.	K. Manogari	UDC	Local Administration Department, Puducherry.
43.	K. Muthusamy	UDC	O/o the Additional Director of Agriculture, Karaikal
44.	M. Gandhi Saravanan	UDC	NCC Group Headquarters, Lawspet, Puducherry
45.	M. Chithra	UDC	District Industries Centre, Puducherry
46.	S. Joseph Staalin	UDC	Special Buildings Div-II, PWD, Puducherry
47.	R. Kandapalanivel	UDC	Special Buildings Div-II, PWD, Puducherry
48.	S. Deepa	UDC	Transport Department, Puducherry
49.	Ramadevy. V	UDC	Directorate of Accounts & Treasuries, Puducherry
50.	Santhi. N	UDC	Directorate of Accounts & Treasuries, Puducherry

TIME SCHEDULE

FORENOON SESSION			LUNCH BREAK	AFTERNOON SESSION		
Session - 1	Tea Break	Session - 2		Session - 3	Tea Break	Session - 4
09.30 AM to 11.00 AM	11.00 AM to 11.15 AM	11.15 AM to 12.45 PM	12.45 PM to 02.30 PM	02.30 PM to 04.00 PM	04.00 PM to 04.15 PM	04.15 PM to 05.45 PM


(R. SRIDHARAN) 16/17/1

UNDER SECRETARY TO GOVT.(ARW)