

**MOST URGENT
TRAINING PROGRAMME**

F.No. A.33019/1/A2/ARW/2021
GOVERNMENT OF PUDUCHERRY
CHIEF SECRETARIAT
ADMINISTRATIVE REFORMS WING

Puducherry, dated 03/11/2021.

I.D.NOTE

Sub: AR Wing – Conduct of 2 days training programme on “Professional Development” to the Private Secretaries/Stenographers of this Administration on 9th & 10th November, 2021- Intimated – Reg.

As approved by the Chief Secretary to Government, it is proposed to conduct of 2 days training programme on “Professional Development” to the Private Secretaries/Stenographers of this Administration in the Training Hall of AR Wing, Block ‘C’, 1st Floor, Chief Secretariat, Puducherry on 09.11.2021 & 10.11.2021.

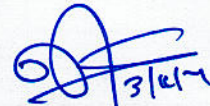
2. The Officials mentioned in the “**Annexure**” are nominated for the said training programme. The training programme will be conducted, on both sessions (Forenoon and Afternoon). Hence, they are directed to attend the full day training, without fail. The period of training including the journey period shall be treated as “On duty” under FR 9(6)(b)(i).

3. 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, since the training programme is a mandatory one, for the Stenographers cadre.

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

5. The candidates should report at 09.11.2021 at 8.45 AM at the above said venue, with the relieving order issued by the Head of Departments/Offices concerned, for registration.

/BY ORDER/



(M.V. HIRAN)

UNDER SECRETARY TO GOVT.(ARW)

Encl:- As above

To

The Head of Department/Head of Office concerned

In case the official is not working under their control the I.D.Note may be forwarded to their present place of working under intimation to this office.

Copy to:

1. The Individual concerned – through proper channel
2. The Under Secretary to Govt., DP&AR(PW), Chief Secretariat, Puducherry.
3. The Chairman, IIPA, Puducherry.


ANNEXURE

**LIST OF PRIVATE SECRETARIES & STENOGRAPHERS NOMINATED FOR THE
TRAINING PROGRAMME ON "PERSONNEL MANAGEMENT"**

Period: 09.11.2021 & 10.11.2021

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

Sl. No.	Name of the Officials Tvl./Tmt./Selvi	Designation	Department in which working at present
1.	Sarojini Kundora	Private Secretary	Dte. of Rural Development, Puducherry
2.	Ravindrakumar. K	Stenographer Gr. - I	Law Department, Puducherry
3.	Kamatchy. G	Stenographer Gr. - I	Rural (South) O&M, Electricity Dept., Puducherry
4.	Samidurai. A	Stenographer Gr. - I	Labour Department, Puducherry
5.	Prathap. R	Stenographer Gr. - I	O/o the Dy. Collector(Excise), Puducherry
6.	Vennila. R	Stenographer Gr. - I	Directorate of School Education, Puducherry
7.	Victor. D	Stenographer Gr. - I	Dte. of Fisheries & Fishermen Welfare, Puducherry
8.	Rajapriya. R	Stenographer Gr. - I	District Industries Centre, Puducherry
9.	Murugadas. D	Stenographer Gr. - I	Police Department, Puducherry
10.	Lilly Flora. M	Stenographer Gr. - I	Dept. of Adi Dravidar & Scheduled Tribe Welfare, Pdy
11.	Indira. H	Stenographer Gr. - I	IGGGH&PGI, Puducherry
12.	Neelavathiammale. P	Stenographer Gr. - I	Dte. of Higher & Technical Education, Puducherry
13.	Ganabady Ramanathan. B. S	Stenographer Gr. - I	Labour Department, Puducherry
14.	Bhaskaran. S	Stenographer Gr. - I	Consumer Grievances Redressal Forum, Electricity Dept., Puducherry
15.	Balasaraswathy. Y. K	Stenographer Gr. - I	Public Health Div., PWD, Puducherry
16.	Kogilavani. K	Stenographer Gr. - I	General Div. (Div.-X), Electricity Dept., Puducherry
17.	Vimala. K	Stenographer Gr. - I	Public Health Div., PWD, Puducherry
18.	Samundeswari. D	Stenographer Gr. - I	Rajiv Gandhi Govt. Women & Children Hospital, Pdy
19.	Vetriselvy. S	Stenographer Gr. - I	Circle-III, PWD, Karaikal
20.	T. Elango	Stenographer Gr. - I	Perunthalivar Kamaraj Krishi Vigyan Kendre, Kurumbapet, Puducherry.
21.	Vinodhini. M	Stenographer Gr. - II	Dte. of Higher & Technical Education, Puducherry
22.	Lakshmy. V	Stenographer Gr. - II	Dept. of Information & Publicity, Puducherry
23.	Kollu Lakshmi Vara Prasad	Stenographer Gr. - II	Police Department, Yanam
24.	Amirthavalli. S	Stenographer Gr. - II	Chief Secretariat, Puducherry
25.	Manimaren. A	Stenographer Gr. - II	Chief Secretariat, Puducherry
26.	Sridar. V	Stenographer Gr. - II	Dept. of Survey & Land Records, Puducherry
27.	Udhayakumaran. S	Stenographer Gr. - II	Police Department, Puducherry
28.	Manjuladevi. B. G	Stenographer Gr. - II	Dte. of Accounts & Treasuries, Puducherry
29.	Thilagavalli. S	Stenographer Gr. - II	Dept. of Civil Supplies & Consumer Affairs, Pdy
30.	Jayapriya. C	Stenographer Gr. - II	Police Department, Puducherry
31.	Sasikala. S	Stenographer Gr. - II	IGGGH&PGI, Puducherry
32.	Selvaganapathy. A	Stenographer Gr. - II	Chief Secretariat, Puducherry
33.	Saiprabhu. S	Stenographer Gr. - II	Dept. of Adi Dravidar & Scheduled Tribe Welfare, Pdy
34.	Dayanithi. M	Stenographer Gr. - II	Social Welfare Dept., Puducherry
35.	Valli. S	Stenographer Gr. - II	Chief Secretariat, Puducherry
36.	S. Singaravelan	Jr. Gr. Stenographer	Judicial Department, Puducherry.
37.	S. Bhavanai	Jr. Gr. Stenographer	Judicial Department, Puducherry.
38.	Semira Kakot Manoli	Jr. Gr. Stenographer	Judicial Department, Puducherry.
39.	A. Jayabarathi	Jr. Gr. Stenographer	Judicial Department, Puducherry.
40.	K. Jeya Alamelu	Jr. Gr. Stenographer	Judicial Department, Puducherry.
41.	D. Manjula	Jr. Gr. Stenographer	Judicial Department, Puducherry.
42.	P. Buvaneswari	Jr. Gr. Stenographer	Judicial Department, Puducherry.
43.	A. Christine	Jr. Gr. Stenographer	Judicial Department, Puducherry.
44.	Z. Kalaiselvi	Jr. Gr. Stenographer	Judicial Department, Puducherry.
45.	K. Sakkaravarthy	Jr. Gr. Stenographer	Judicial Department, Puducherry.
46.	V. Mary	Jr. Gr. Stenographer	Judicial Department, Puducherry.
47.	M. Manobala	Jr. Gr. Stenographer	Judicial Department, Puducherry.
48.	S. Rathidevi	Jr. Gr. Stenographer	Judicial Department, Puducherry.
49.	K. Vennilaeswari	Jr. Gr. Stenographer	Judicial Department, Puducherry.



(M.V. HIRAN)

UNDER SECRETARY TO GOVT.(ARW)