

REMINDER

No. A-32015/12/2026-O/o SUPERINTENDENT DPAR SSII - CSECY
GOVERNMENT OF PUDUCHERRY
DEPARTMENT OF PERSONNEL & ADMINISTRATIVE REFORMS
(PERSONNEL WING)

Puducherry

I.D.NOTE / MEMORANDUM

Sub: Public Services – Regularisation of Ad-hoc appointment of Assistants – Calling of Service Particulars and APARs – Reg.

Ref.: This Dept's I.D.Note/Memoranda of even number dated 23.04.2019, 22.11.2019, 10.02.2021 and 15.09.2022.

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Attention is invited to the I.D.Note / Memoranda cited on the subject mentioned above.

2. It is informed that the ad-hoc services of the Assistants listed in the Annexure, for whom service particulars and APARs not received in complete form are yet to be regularised.

3. Hence, it is requested to furnish the service particulars and APARs on or before 22.06.2026 to consider them for regularisation of their ad-hoc services.

4. This may be accorded **TOP PRIORITY**.

Digitally signed by

S MURUGESAN

Date: 29-05-2026

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(S. MURUGESAN)

UNDER SECRETARY TO GOVERNMENT(PERSONNEL)

Encl: As stated.

To

The Heads of Depts./Offices concerned.

PROFORMA

01. Name of the Assistant :
02. Name of the Department/ Office :
03. Date from which working in the present Office :
04. Date of Birth :
05. Final Seniority Number : L.D.C :
U.D.C :
06. Date of appointment as LDC on regular basis :
07. Date of appointment as UDC on regular basis :
08. Date of appointment as Assistant(on ad-hoc basis) :
09. Whether SC/PH :
[If belongs to SC, A copy of caste certificate obtained as per "The Constitution (Puducherry) Scheduled Castes Order, 1964" should be enclosed]
10. Whether passed the following
- i. Common General Deptl. Test for Ministerial staff : Yes/ No, Dt.:
- ii. Accounts test for sub ordinate officers : Part-I Yes/ No, Dt.:
(Part I & II) Part-II Yes/ No, Dt.:
- iii. Typewriting English(Lower) : Yes/ No/ Exempt.
11. Whether passed apprentice Exam in the trade of Clerks (General) : Yes/ No
12. Whether the official declared to have successfully completed the period of probation in the grade of L.D.C. : Yes/ No
13. Is there any Break-in-service :
14. Whether any Disciplinary proceeding is pending If so, the details thereof. :
15. Whether Currently undergoing any punishment inflicted as a result of a disciplinary case? If so, : the details thereof.
16. Whether under suspension :
17. Whether on long leave / unauthorized absence etc. (Specify period) :
18. Whether Integrity certificate enclosed :
19. Contact number of the Official (Phone/Cell. No.) and Email Id, if any :

SIGNATURE OF THE HEAD OF
DEPARTMENT/ OFFICE
SEAL:

ANNEXURE to I.D.Note/Memo. No.A-32015/12/2026-O/o SUPERINTENDENT DPAR SSII - CSECY

Sl. No.	Name of the Assistant Thiru./Tmt.	Name of the Dept./Office	APARs required
1	Virappane. P (Vol. Retired)	Mahatma Gandhi Govt. Leprosy Hospital, Puducherry	2008-13
2	Visalakshi. S (Retired)	Irrigation & Public Health Division, PWD, Karaikal	2008-13
3	Shanmugaraj. V (Retired)	O/o. Chief Educational Officer, Karaikal	2008-13
4	Sylvia Syce (vol. retired)	Circle-III, PWD, Karaikal	2008-13
5	Segar. P (Retired)	Dept. of Civil Supplies & Consumer Affairs, Karaikal	2008-13
6	Kandhan.S (expired)	Rural (North) O&M (O/o EE-IV), Electricity Department, Puducherry	2008-13
7	Mathiazhagan. S (Retired)	O/o. Sub-Collector(Revenue), Karaikal	2008-13
8	Subramanian. S (Retired)	Block Development Office, Karikalampakkam, Puducherry	2008-13
9	Veerapathar. D (Retired)	O/o. Chief Inspector of Factories & Boilers, Puducherry	2008-13
10	Ravy. J (expired)	Indira Gandhi Govt. General Hospital & Post Graduate Institute, Puducherry.	2008-13
11	Sarveswaran. D	SBD-II, PWD, Puducherry	2008-13
12	Arikrishnan. G (Retired)	Electricity Dept., Karaikal	2008-13
13	Jean Claude Surender Tamby (vol. retired)	Rural (North) O&M (O/o EE-IV), Electricity Department, Puducherry	2008-13
14	Radakirouchenane. D (vol. Retired)	Rural (North) O&M (O/o EE-IV), Electricity Department, Puducherry	2008-13
15	Victor Camala Sekaran Tamby. A (expired)	DAT, Puducherry	2008-13
16	Nithiyavathi. J (Retired)	Public Health Division, PWD, Puducherry	2008-13
17	Phaneendrudu. B (Retired)	DAT, Puducherry	2008-13
18	Muruganidhi. K (Retired)	Dept. of Civil Supplies and Consumer Affairs, Puducherry	2008-13

Sl. No.	Name of the Assistant Thiru./Tmt.	Name of the Dept./Office	APARs required
19	Kathavaryan. G (Retired)	SRS GHS, Saram, Puducherry	2008-13
20	Jayavaradhan. V (Retired)	O/o. Dy. Director (ESI), Gorimedu, Puducherry	2008-13
21	Thiagarajan. P (Retired)	KV GHS, Seliamedu, Puducherry	2008-13
22	Vasumathidevi @ Lakshmi. C (Vol retired)	Circle-I, PWD, Puducherry	2008-13
23	Rajalatchoumi. R (Retired)	DAT, Puducherry	2008-13
24	Malayalathan. B (Retired)	O/o. Hydrogeologist, State Ground Water Unit & Soil Conservation, Puducherry	2008-13
25	Segar. B (expired)	Elections Department, Puducherry	2008-13
26	Sumathi. B (Vol. retired)	Dept. of Women and Child Development, Puducherry	2008-13
27	Rajendiran. N (Retired)	Elections Department, Puducherry	2008-13
28	Djealalida Soupou (Vol. retired)	Co-operative Department, Puducherry	2008-13
29	Shanmugam. M (Retired)	DAT, Puducherry	2008-13
30	Satyanarayana. G.V.V (Retired)	Kamala Nehru Govt. Girls High School, Yanam	2008-13
31	Kumar Selvanathan. K (vol. retired)	Dept. of Civil Supplies and Consumer Affairs, Puducherry	2008-13
32	Ajayan. A.M (Expired)	Public Works Dept., Mahe	2008-13
33	Vairamala. T.D (Retired)	O/o. Dy. Inspector of Schools, Zone-I, Puducherry	2008-13
34	Dhandapani.A (Retired)	DAT, Puducherry	2008-13
35	Singaravelu. M (expired)	Govt. General Hospital, Karaikal	2008-13
36	Pappudass. A (Retired)	Govt. Girls Hr. Sec. School, Thirunallar, Karaikal	2008-13
37	Raveendran. V.P (retired)	Electricity Dept., Mahe	2009-14

Sl. No.	Name of the Assistant Thiru./Tmt.	Name of the Dept./Office	APARs required
38	Balaraman. D (Retired)	O/o. Dy. Collector (Revenue) South, Villianur, Puducherry	2009-14
39	Parvathy.B (expired)	Govt. Automobile Workshop, Puducherry	2009-14
40	Swaminathan. G	Legislative Assembly Secretariat, Puducherry	2009-14
41	Veerasamy. K (Retired)	GGHS, Maducarai, Puducherry	2009-14
42	Krishnanandam. E (Retired)	DAT, Puducherry	2009-14
43	Sushand. K.P	Public Works Dept., Mahe	2010-15
44	Mridula. V.R	DAT, Puducherry	2010-15
45	Nagajothi @ Nandhini. G (resigned)	O/o. Commissioner of Labour, Puducherry	2010-15
46	Cartigueyane. V	O/o. the Special Secretary (Revenue), Puducherry	2010-15
47	Rajalakshmi. P (vol. retired)	Dte. of School Education, Puducherry	2010-15
48	Kannan. T (vol. retired)	Planning & Research Department, Puducherry	2010-15
49	Radjavelou. P (Expired)	O/o. Dy. Collector (Revenue) South, Villianur, Puducherry	2010-15
50	Kannan. K (Expired)	Police Department, Puducherry	2010-15
51	Elango. S (Retired)	O/o. Special Secretary (Revenue), Puducherry	2010-15
52	Karpagam. S (Retired)	Dept. of Survey and Land Records, Puducherry	2010-15
53	Ashok. K.P (Retired)	O/o the Regional Administrator, Mahe	2010-15
54	Sankaran. K (Retired)	Special Buildings Division-II, PWD, Puducherry	2010-15
55	Ligeesh. V.P	Public Works Department, Mahe	2010-15
56	Elangovan. R (Retired)	Chief Secretariat, Puducherry	2010-15

Sl. No.	Name of the Assistant Thiru./Tmt.	Name of the Dept./Office	APARs required
57	Ravikumar. V	O/o. Sub-Collector(Revenue), Karaikal	2010-15
58	Swaminathan. K	Dte. of Health & Family Welfare Services, Puducherry	2010-15
59	Tamijselvan. R	GHS, Kombakkam, Puducherry	2010-15
60	Srinivasan. M (Expired)	O/o. the DDAT, Karaikal	2010-15
61	Sundaram. G (Retired)	Dept. of Sainik Welfare, Puducherry	2010-15
62	Moultousamy P	DAT, Puducherry	2010-15
63	Karmegam. R (Retired)	Block Development Office, Karikalampakkam, Puducherry	2010-15
64	Mont Fort. S (Retired)	Vallalar GGHS, Lawspet, Puducherry	2010-15
65	Luccas. S (Retired)	Jail Department, Puducherry	2010-15
66	Sankara Srinivasan. R (Retired)	GHSS, Sellipet, Puducherry	2010-15

Digitally signed by
S MURUGESAN
Date: 29-05-2026
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(S. MURUGESAN)
UNDER SECRETARY TO GOVT.(PERSONNEL)