

**URGENT**

No.A.48013/25/2025-DPAR/SS.II(1)  
GOVERNMENT OF PUDUCHERRY  
DEPARTMENT OF PERSONNEL AND ADMINISTRATIVE REFORMS  
(PERSONNEL WING)

\*\*\*\*\*

Puducherry, 17.06.2025

**I.D.NOTE**

Sub: Public Services- Service Particulars of Superintendents working in Mahe and Yanam Regions – Particulars called for – Reg.

\*\*\*\*\*

It is requested to furnish the service particulars of all Superintendents working in the Mahe and Yanam regions for the purpose of updating the Incumbent Register, in the enclosed proforma to this Department on or before 19.06.2025 without fail.

This may be given **TOP PRIORITY**.

(V. JAISANKAR)  
UNDER SECRETARY TO GOVERNMENT (PERSONNEL)

Encl: As stated

To

1. The Regional Administrator, Mahe.
2. The Regional Administrator, Yanam.

**PROFORMA**

1. Name of the Superintendent ::
2. Employee code ::
3. i) Name of the Dept./ Office ::  
ii) Date from which working ::
4. Date of Birth ::
5. Date of appointment (on regular basis) LDC:  
UDC:  
Assistant:  
Superintendent:
6. Whether SC/ PwBD /XSM ::

7. Details of Service from initial appointment ::  
**(including deputation service/ service placement basis)**

Sl. No.	Designation	Department	Region	Period	
				From	To

8. Residential address with contact No. ::
9. Remarks, if any ::

SIGNATURE OF THE  
HEAD OF DEPARTMENT/ OFFICE

SEAL: