

MOST URGENT
TRAINING PROGRAMME

F.No.A.33019/8/A2/ARW/2018
GOVERNMENT OF PUDUCHERRY
CHIEF SECRETARIAT
ADMINISTRATIVE REFORMS WING

Puducherry, dated 30/08/2019.

I.D.NOTE

Sub: AR Wing – Conduct of 2 days PT programme on “Personnel Management to the Stenographers of this Administration on 5th & 6th, September, 2019 - Intimated – Reg.

As approved by the Chief Secretary to Government, it is proposed to conduct of 2 days PT programme on “Personnel Management” to the Private Secretaries/Stenographers of this Administration in the Training Hall of AR Wing, Block ‘C’, Chief Secretariat, Puducherry. The training programme is scheduled to be held on **05.09.2019 and 06.09.2019.**

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 FR9 (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 **8.45 A.M. on 05.09.2019 (Thursday)** at the above venue, with the relieving order issued by the Head of Departments/Offices concerned, for registration.

/BY ORDER/

R. P. Velbina Jayaram 30/8/19

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.

ANNEXURE

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

Period: 05.09.2019 & 06.09.2019

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.	R. Seethalakshmi	Private Secretary	LAD, Puducherry.
2.	K. Sri Saradha	Private Secretary	IGGGH & PGI, Puducherry.
3.	Sarojini Kundora	Private Secretary	Directorate of Rural Development, Puducherry.
4.	K. Vasandy Manganayaguy	Private Secretary	Planning & Research Department, Puducherry.
5.	R. Jayanthi	Private Secretary	Directorate of School Education, Puducherry.
6.	A. Dhanalakshmi	Private Secretary	DHFWS, Puducherry.
7.	A. Gomathy	Private Secretary	Directorate of School Education, Puducherry.
8.	S. Soruparani	Private Secretary	Town & Country Planning Department, Puducherry
9.	S. Siva	Private Secretary	Directorate of Social Welfare, Puducherry.
10.	V. Jayakumar	Private Secretary	Commercial Taxes Department, Puducherry.
11.	T. Mohandas	Private Secretary	Police Department, Puducherry.
12.	P. Kumaran @ Prabakaran	Private Secretary	O/o S.E.(MP & OR), Electricity Dept., Puducherry.
13.	I. Venkatesan	Private Secretary	Police Department, Puducherry.
14.	P. Rajenderan	Private Secretary	Chief Secretariat, Puducherry.
15.	K. Pandian	Private Secretary	O/o Superintendent of Police(HQ), Police Dept., Pdy
16.	D. Alli	Stenographer Gr. - I	O/o E.E., Special Buildings Div.-II, P.W.D, Pdy.
17.	S. Ramaa	Stenographer Gr. - I	Directorate of School Education, Puducherry.
18.	S. Balamurugan	Stenographer Gr. - I	Police Department, Puducherry.
19.	S. Mourougane	Stenographer Gr. - I	Police Department, Puducherry.
20.	P. Anebajagane	Stenographer Gr. - I	Chief Secretariat (Establishment), Puducherry.
21.	J. Ramesh	Stenographer Gr. - I	Bharathidasan Govt. College for Women, Pdy.
22.	S. Muthukumaran	Stenographer Gr. - I	Govt. Automobile Workshop, Transport Dept. Pdy.
23.	R. Amourdalingame	Stenographer Gr. - I	Dy. Director (Public Health), Puducherry.
24.	A. Ilangovane	Stenographer Gr. - I	Police Department, Puducherry.
25.	A. Tamilarasi	Stenographer Gr. - I	O/o CEO, Puducherry.
26.	J. Radjesvary	Stenographer Gr. - I	O/o DD (ESI), Puducherry.
27.	K. Selvi	Stenographer Gr. - I	Directorate of School Education, Puducherry.
28.	P. Sandhirasegaran	Stenographer Gr. - I	Chief Secretariat, Puducherry.
29.	S. Sangeetha	Stenographer Gr. - I	Transport Department, Puducherry.
30.	R. Tilagavady	Stenographer Gr. - I	Electricity Department (Division - III), Puducherry.
31.	Z. Sardar	Stenographer Gr. - I	Collectorate, Puducherry.
32.	A. Sujatha	Stenographer Gr. - I	O/o B& R(C), PWD, Puducherry.
33.	H. Mounisamy @ Ganessan	Stenographer Gr. - I	Dept. of Science Technology & Environment, Pdy.
34.	R. Ravi	Stenographer Gr. - I	Chief Secretariat (Establishment), Puducherry.
35.	B. Hari Balakrishnan	Stenographer Gr. - I	Dr. Ambedkar Govt. Law College, Puducherry.
36.	S. Chandra	Stenographer Gr. - I	Chief Secretariat (Establishment), Puducherry.
37.	V. Tirupurasundari	Stenographer Gr. - II	Chief Secretariat (Establishment), Puducherry
38.	M. Bharath	Stenographer Gr. - II	Commercial Taxes Department, Puducherry.
39.	M. Santhini	Stenographer Gr. - II	Co-operative Department, Puducherry. (PPA)
40.	A. Adhishesan	Stenographer Gr. - II	Legislative Assembly Secretariat, Puducherry.
41.	B. Subbulakshmi	Stenographer Gr. - II	District Industries Centre, Puducherry
42.	R. Velvizhi	Stenographer Gr. - II	Planning & Research Department, Puducherry
43.	S. Meera	Stenographer Gr. - II	Law Department, Puducherry.
44.	A. Saroliya	Stenographer Gr. - II	Dept. of Animal Husbandry & Animal Welfare, Pdy
45.	A. Barathi	Stenographer Gr. - II	O/o Special Secretary(Revenue) Dept. of Revenue & Disaster Management, Puducherry.
46.	R. Pajanivelou	Stenographer Gr. - II	Pondicherry Institute of Hotel Management & Catering Technology, Murungapakkam, Pdy.
47.	S. Arokia Jayaseelan	Stenographer Gr. - II	O/o Addl. Director of Agriculture, Karaikal.
48.	S. Anandalakshmi	Stenographer Gr. - II	O/o the DCRS, Villianur, Puducherry.
49.	N. Ilamparity	Stenographer Gr. - II	Police Department, Puducherry.
50.	A. Tamilarasan	Stenographer Gr. - II	Dept. of Hindu Religious Institutions & Wakf, Pdy.

S.P. Vebina Jayaraj
20/04/19
UNDER SECRETARY TO GOVT.(ARW)