

**MOST URGENT**

No.A.48011/1/2015-DP&AR/SS.II(1)/II  
GOVERNMENT OF PUDUCHERRY  
DEPARTMENT OF PERSONNEL AND ADMINISTRATIVE REFORMS  
(PERSONNEL WING)  
-oOo-

Puducherry, dt.10.01.2015.

**I.D. NOTE / MEMORANDUM**

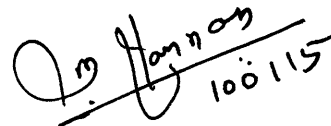
Sub: Public Services - Service particulars of  
Stenographer Gr-I (Erstwhile Gr-II) -  
Called for.

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In accordance with the minutes of the out-of-court settlement in the matter of amalgamation of Superintendent Gr-I and Gr-II as Superintendent, it is proposed to consider the Stenographer Gr-I (Erstwhile Steno. Gr-II) as listed in the Annexure for promotion to the post of Superintendent on ad-hoc basis.

2. The Heads of Departments / Offices are therefore requested to furnish their Service particulars and Integrity & Performance Certificate in the Proformas (I & II) enclosed, to this Department on or before 14-01-2015.

3. This may be treated as MOST URGENT.



(M. KANNAN)

UNDER SECRETARY TO GOVERNMENT (DP&AR)

Encl: 1. Annexure.  
2. Proformas (I & II).

To

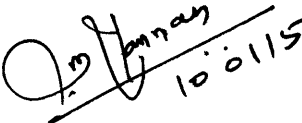
The Heads of Departments / Offices.

ANNEXURE to the I.D.Note / Memorandum No.A.48011/1/2015-DP&AR/SS.II(1)/II  
dated 10.01.2015

Sl. No.	Name of the Stenographer Gr.I (Erstwhile Steno. Gr.II) Tvl.	Name of the Department / Office
1	CANNIAPPAN. C	District Industries Centre, Puducherry
2	RAJESWARI. S	Chief Secretariat, Puducherry
3	VASANDY. S	Division-X, Electricity Dept., Puducherry
4	VALSALA. C.H	Motilal Nehru Govt. Polytechnic College, Puducherry
5	SARASWATHI. R	Dte. of Higher & Technical Education, Puducherry (on depu @ SSA)
6	SAROJINI. A	Social Welfare Department, Puducherry
7	SAROJINI. S	Irrigation & Public Health Division, P.W.D., Karaikal
8	DIAGU SUBRAMANIAN	Dr. Ambedkar Govt. Law College, Puducherry.(on depu @ IGMC&RI)
9	KALYANASUNDARAM. R	Directorate of Accounts & Treasuries, Puducherry.
10	KANAGAMBAL. A	Chief Secretariat, Puducherry
11	TAMILARASI. M	Local Administration Dept., Puducherry
12	RAMADEVI. T	Avvaiyar Govt. College for Women, Karaikal.
13	THENMOZHI. P	B&R(Central)Division, PWD, Puducherry.
14	BUVANESWARI. R	Dept. Of Animal Husbandry & Animal Welfare, Puducherry.
15	PARVATHY. S	Department of Women and Child Development, Puducherry.
16	ARANGANATHAN. R	Div-VIII, Electricity Dept., Puducherry
17	RAJENDIRAN. S	Chief Secretariat, Puducherry
18	JEYANTHI. R	Dte. of School Education, Puducherry

*m*  
10.01.15

Sl. No.	Name of the Stenographer Gr.I (Erstwhile Steno. Gr.II) Tvl.	Name of the Department / Office
19	RAMYA RAJENDRAN	Buildings & Roads Div., PWD, Karaikal
20	VIDJAYACOUMARY. A	Dte. of Health and Family Welfare Services, Puducherry
21	MAHABOU BATCHA. M	Lt. Governor's Secretariat, Puducherry
22	MOHAN KUMAR. M	O/o Council of Ministers, Puducherry
23	VIJAYALAKSHMI THIAGARAJAN	Department of Animal Husbandry & Animal Welfare, Puducherry(on depu @ PIA)
24	RAJENDIRAN. C.K	O/o the Chief Educational Officer, Mahe
25	VIJAYALAKSHMI. K	Town and Country Planning Department, Puducherry.
26	KALIAPERUMAL. V	Dte. of Accounts & Treasuries, Puducherry
27	VENKATASUBRAMANIAN. N	O/o. Dy. Director(Adult Edn.), Puducherry.
28	CHANDRA. B	Div.-V, Electricity Department, Karaikal
29	BALABASKARAN. V	Department of Economics & Statistics, Puducherry
30	CALA. S	O/o. the Financial Controller, Electricity Department, Puducherry.
31	JAYALAKSHMI. P	Div.-IV, Electricity Department, Puducherry
32	THIRUPURASUNDARI. N	Dte. of Agriculture, Puducherry
33	BREMA. A	Irrigation Division, P.W.D., Puducherry

  
10.01.15

(M. KANNAN)

UNDER SECRETARY TO GOVERNMENT(DP&AR)

**PROFORMA - I**

01. Name of the Stenographer Gr-I (erstwhile Gr-II) :
02. Name of the Dept./ Office and date from which working :
03. Date of Birth :
04. Date of appointment as Steno. Gr-II (erstwhile Gr-III) and Seniority No. :
05. Date of appointment in the erstwhile post of Steno. Gr-II :
06. Educational Qualification :
07. Whether Passed Accounts Test (Higher) : Part-I Yes/No Date:  
Part-II Yes/No Date:
08. Whether SC/ ST/ PH /XSM (attach fresh certificate) :
09. Whether any Break-in-service :
10. Whether under suspension :
11. Whether Disciplinary proceedings pending / Contemplated? :
12. Whether currently undergoing any punishment as a result of a disciplinary case? If so, the details thereof and indicate the period of punishment :
13. Details of long leave, including the period of unauthorized absence. :
14. Residential address :
15. Whether Integrity & Performance Certificate furnished (Proforma-II) :
16. Remarks, if any:

SIGNATURE OF THE HEAD OF  
DEPARTMENT/ OFFICE  
SEAL:

**PROFORMA - II**

INTEGRITY & PERFORMANCE CERTIFICATE

Having scrutinized the character rolls and personal file of the following Stenographer(s) Grade-I (erstwhile Grade-II) and having taken into account all other available information, it is certified that the official(s) has / have good reputation of integrity and honesty beyond doubt. The performance of the official(s) is also good and he is/ they are fit for promotion to the grade of Superintendent.

Sl.No.            Name of the Steno.Gr.I (erstwhile Gr.II)

SIGNATURE OF HEAD OF DEPT./OFFICE  
SEAL: