

**GOVERNMENT OF PONDICHERRY
DEPARTMENT OF INFORMATION TECHNOLOGY**

No.884/Vol-III/DIT/D5/2013-14/3286

Pondicherry, dt. 05/02/14

CIRCULAR

Sub : DIT – Conduct of three months Part time
Certificate Course on “Office Automation” –
Sponsoring of officials – Reg.

This directorate proposes to impart computer training for the Government Officials. A three months Part Time Certificate Course on “**OFFICE AUTOMATION**” will be conducted by the Pondicherry Institute of Co-operative Management at 62, Suffren Street, Puducherry. The course will commence from **12th February 2014**. The timing of the course will be after office hours from 6.00 pm and the details will be intimated by the above institute. The list of officials selected for the course is given in the Annexure, batch wise.

2. The officials concerned are instructed to attend the course without fail. In case, if they are not able to attend, they are instructed to intimate their inability directly to the Director of Information Technology, Puducherry on or before 10/02/2014 so as to make substitute arrangements. The officials who fail to intimate their unwillingness or fail to obtain the required attendance should repay the course fee to the government.


(K. PRAKASH)
DIRECTOR

To

The individuals concerned
Thro' proper channel.

Copy to:

1. The Managing Director,
Pondicherry Institute of Co-operative Management, Puducherry.
2. Heads of Departments / Offices concerned as per Annexure.

LIST OF NEWLY RECRUITED STENOGRAPHERS GRADE-II

Sl. No.	Name of the U.D.C.	Department / Office in which working
1	Manjula Devy. B.G	DIRECTORATE OF ACCOUNTS AND TREASURIES, PUDUCHERRY.
2	Thilagavalli. S	DISTRICT INDUSTRIES CENTRE, PUDUCHERRY.
3	Sasikala. B	OFFICE OF THE DEPUTY DIRECTOR EDUCATION(FRENCH), PUDUCHERRY.
4	Tamilarasan. A	HINDU RELIGIOUS INSTITUTIONS, PUDUCHERRY.
5	Lakshmy. V	DEPARTMENT OF INFORMATION & PUBLICITY, PUDUCHERRY.
6	Jayapriya. C	POLICE DEPARTMENT, PUDUCHERRY.
7	Amirthavalli. S	PORT DEPARTMENT, PUDUCHERRY.
8	Selvaganapathy. A	JAILS DEPARTMENT, PUDUCHERRY.
9	Udhayakumaran. S	DIRECTORATE OF ACCOUNTS AND TREASURIES, KARAIKAL.
10	Sridar. V	DEPARTMENT OF CIVIL SUPPLIES & CONSUMER AFFAIRS, KARAIKAL.
11	Manimaran. A	OFFICE OF THE LABOUR OFFICER, KARAIKAL.
12	Saiprabhu. S	OFFICE OF THE SUB-COLLECTOR(REVENUE), KARAIKAL.
13	Kollu Lakshmivara Prasad	ADI-DRAVIDAR WELFARE DEPARTMENT, YANAM.

LIST OF NEWLY RECRUITED UPPER DIVISION CLERKS

Sl. No.	Name of the U.D.C.	Department / Office in which working
1	RAJALAKSHMI. R	OFFICE OF THE LABOUR OFFICER (ENFORCEMENT), LABOUR DEPARTMENT, PUDUCHERRY.
2	BALAJI SRI VENKATESH. P	PUBLIC HEALTH DIVISION, PUBLIC WORKS DEPARTMENT, PUDUCHERRY.
3	PREAM DESINGH CHANDRAHASAN. U	POLICE DEPARTMENT, PUDUCHERRY.
4	RAJAKUMARAN. P	OFFICE OF THE COMMISSIONER OF LABOUR, PUDUCHERRY.
5	MURALIDHARAN. N	DIRECTORATE OF SCHOOL EDUCATION, PUDUCHERRY.
6	RANJITH. V	TRANSPORT DEPARTMENT, PUDUCHERRY.
7	VITHYALAKSHMI. S	PUBLIC HEALTH DIVISION, PUBLIC WORKS DEPARTMENT, PUDUCHERRY.
8	THARANIVEL. S	DIRECTORATE OF SURVEY AND LAND RECORDS, PUDUCHERRY.
9	SIVARANJANI. D	EMPLOYMENT EXCHANGE, PUDUCHERRY.
10	SAID MARAIKAYAR. A	OFFICE OF CHIEF EDUCATIONAL OFFICER, PUDUCHERRY.
11	RAJENDRA SURAMPUDI	DISTRICT INDUSTRIES CENTRE, YANAM.
12	SARATHI. P	DIRECTORATE OF ACCOUNTS AND TREASURIES, PUDUCHERRY.
13	SANDHIRAMOULY. K	SOCIAL WELFARE DEPARTMENT, PUDUCHERRY.
14	ARJUNAN. A	DEPARTMENT OF ANIMAL HUSBANDRY AND ANIMAL WELFARE, PUDUCHERRY.
15	VASANTHAPRIYA. S	DIRECTORATE OF SCHOOL EDUCATION, PUDUCHERRY.
16	SATEESH BASSA	COMMERCIAL TAXES DEPARTMENT, YANAM.
17	SELVAKAVIRAJ. K	DEPARTMENT OF CIVIL SUPPLIES & CONSUMER AFFAIRS, PUDUCHERRY.
18	MOHANRAJ. S	DEPARTMENT OF ANIMAL HUSBANDRY AND ANIMAL WELFARE, PUDUCHERRY.
19	SANDRU. R	OFFICE OF THE DEPUTY DIRECTOR (MECHANISATION), PUDUCHERRY.
20	SARAVANAN. V	WOMEN AND CHILD DEVELOPMENT DEPARTMENT, PUDUCHERRY.
21	SUDARSAN. S	OFFICE OF THE EXECUTIVE ENGINEER, DIVISION-IV, ELECTRICITY DEPARTMENT, PUDUCHERRY.
22	SATHIYA. D	DEPARTMENT OF CIVIL SUPPLIES & CONSUMER AFFAIRS, PUDUCHERRY.
23	KARTHIK K	REGISTRATION DEPARTMENT, PUDUCHERRY.
24	KANIMOZHI. M	BUILDINGS & ROADS (NORTH) DIVISION, PUBLIC WORKS DEPARTMENT, PUDUCHERRY.
25	YUVARAJAN. K	OFFICE OF THE EXECUTIVE ENGINEER, DIVISION-II, ELECTRICITY DEPARTMENT, PUDUCHERRY.
26	BARATHI. A	CIRCLE - II, PUBLIC WORKS DEPARTMENT, PUDUCHERRY.
27	AGILANDESWARAN ALIAS RAMESH. H	BUILDINGS & ROADS (SOUTH) DIVISION, PUBLIC WORKS DEPARTMENT, PUDUCHERRY.
28	SAKKARAVARTHI. M	OFFICE OF THE DEPUTY COLLECTOR (EXCISE), PUDUCHERRY.
29	VIMALADEVI. S	OFFICE OF THE EXECUTIVE ENGINEER, DIVISION-IX, ELECTRICITY DEPARTMENT, PUDUCHERRY.
30	VELAYUTHAM. R	DIRECTORATE OF SURVEY AND LAND RECORDS, PUDUCHERRY.
31	EZHILARASI. M	IRRIGATION & PUBLIC HEALTH DIVISION, PWD, KARAIKAL.
32	JOTHI BASS. M	LEGISLATIVE ASSEMBLY SECRETARIAT, PUDUCHERRY.
33	GANAPATHIRAM. V	SOCIAL WELFARE DEPARTMENT, PUDUCHERRY.
34	NAGAPPAN. R	REGISTRATION DEPARTMENT, PUDUCHERRY.
35	SARGUNAN. R	OFFICE OF THE DEPUTY COLLECTOR REVENUE (NORTH), PUDUCHERRY.
36	MOUROUGANANDAM. V	DEPARTMENT OF CIVIL SUPPLIES & CONSUMER AFFAIRS, PUDUCHERRY.

LIST OF NEWLY RECRUITED UPPER DIVISION CLERKS

Sl. No.	Name of the U.D.C.	Department / Office in which working
37	POOVENDIRAN. K	DEPARTMENT OF ANIMAL HUSBANDRY AND ANIMAL WELFARE, PUDUCHERRY.
38	SIVAKUMAR. R	SPECIAL BUILDINGS DIVISION - I, PUBLIC WORKS DEPARTMENT, PUDUCHERRY.
39	HAJA MAIDEEN. I	POLICE DEPARTMENT, KARAIKAL.
40	MATHIVALLAVAN. G	PUBLIC HEALTH DIVISION, PUBLIC WORKS DEPARTMENT, PUDUCHERRY.
41	RANGATHURAI. R	REGISTRATION DEPARTMENT, PUDUCHERRY.
42	PUSHPACHANDRU. P	FIRE SERVICES DEPARTMENT, PUDUCHERRY.
43	MUTHAMIZAN. V	POLICE DEPARTMENT, PUDUCHERRY.
44	CHANDRASEKAR. V	CIRCLE - II, PUBLIC WORKS DEPARTMENT, PUDUCHERRY.
45	BARATHIRAJA. N	POLICE DEPARTMENT, PUDUCHERRY.
46	DURAI. E	OFFICE OF THE DEPUTY COLLECTOR REVENUE (NORTH), PUDUCHERRY.
47	JAYABALACHANDIRAN. V	OFFICE OF THE DEPUTY DIRECTOR (INLAND), FISHERIES DEPARTMENT, PUDUCHERRY.
48	ELAMURUGAN. A	EMPLOYMENT EXCHANGE, PUDUCHERRY.
49	ANBARASAN. K	DIRECTORATE OF FISHERIES & FISHERMEN WELFARE, PUDUCHERRY.
50	ARIDOSS. A	OFFICE OF THE DEPUTY DIRECTOR (ESI), GORIMEDU, PUDUCHERRY.
51	MANICKAVEL. R	POLICE DEPARTMENT, PUDUCHERRY.
52	GNANAVEL. D	DIRECTORATE OF ACCOUNTS AND TREASURIES, PUDUCHERRY.
53	RAMKUMAR RAJA. R	GOVERNMENT GENERAL HOSPITAL, KARAIKAL.
54	SENTHILKUMAR. K	OFFICE OF THE DEPUTY COLLECTOR REVENUE (SOUTH), VILLIANUR, PUDUCHERRY.
55	VIJAYAN. G	LOCAL ADMINISTRATION DEPARTMENT, PUDUCHERRY.
56	MATHAN KUMAR. M	DIRECTORATE OF AGRICULTURE, PUDUCHERRY.
57	DINAKARAN. D	OFFICE OF DIS ZONE-V, VILLIANUR, PUDUCHERRY.
58	SENTHIL KUMAR. K	ELECTIONS DEPARTMENT, PUDUCHERRY.
59	VIJAYAGANESH. P	POLICE DEPARTMENT, PUDUCHERRY.
60	SRINIVASAN. R	POLICE DEPARTMENT, PUDUCHERRY.
61	VIDHYA. R	WOMEN AND CHILD DEVELOPMENT DEPARTMENT, PUDUCHERRY.
62	RAMESH. M	SOCIAL WELFARE DEPARTMENT, PUDUCHERRY.
63	SENTHILKUMAR. K	OFFICE OF THE CHIEF INSPECTOR OF FACTORIES & BOILERS, PUDUCHERRY.
64	SELVAGANABATHY. N	LEGISLATIVE ASSEMBLY SECRETARIAT, PUDUCHERRY.
65	SOFIA SEBASTINA. M	BHARATHIDASAN GOVT. COLLEGE FOR WOMEN, MUTHIALPET, PUDUCHERRY.
66	ANBARASAN. J	OFFICE OF THE ASSISTANT DIRECTOR (TRAINING), PUDUCHERRY.
67	SENTHILKUMAR. T	FIRE SERVICES DEPARTMENT, PUDUCHERRY.
68	MUTHUKUMARAN. K	DIRECTORATE OF ACCOUNTS AND TREASURIES, PUDUCHERRY.
69	YASOTHA. K	OFFICE OF THE EXECUTIVE ENGINEER, DIVISION-V, ELECTRICITY DEPARTMENT, KARAIKAL.
70	KARTHICKE. M	OFFICE OF THE CHIEF INSPECTOR OF FACTORIES & BOILERS, PUDUCHERRY.
71	BALAJI. S	BUILDINGS & ROADS (CENTRAL) DIVISION, PUBLIC WORKS DEPARTMENT, PUDUCHERRY.
72	SATHIYA. K	OFFICE OF THE DEPUTY COLLECTOR REVENUE (SOUTH), VILLIANUR, PUDUCHERRY.
73	MANIKANDAN. R	SOCIAL WELFARE DEPARTMENT, PUDUCHERRY.
74	MURUGESAN. R	ADI-DRAVIDAR WELFARE DEPARTMENT, PUDUCHERRY.
75	SHABAJEE OULIYA SHAIK	OFFICE OF THE SUB-REGISTRAR, YANAM.
76	SENDILKUMAR. S	ANSARI DURAISAMY GOVT. HR. SEC. SCHOOL, THONDAMANATHAM, PUDUCHERRY.

LIST OF NEWLY RECRUITED UPPER DIVISION CLERKS

Sl. No.	Name of the U.D.C.	Department / Office in which working
77	VIMAL. P	DEPARTMENT OF CIVIL SUPPLIES & CONSUMER AFFAIRS, KARAİKAL.
78	RAVISASTHIRI. S	OFFICE OF THE EXECUTIVE ENGINEER, DIVISION-IV, ELECTRICITY DEPARTMENT, PUDUCHERRY.
79	SRINIVASAN. C	SPECIAL BUILDINGS DIVISION - II, PUBLIC WORKS DEPARTMENT, PUDUCHERRY.
80	VENKATESH. D	COMMERCIAL TAXES DEPARTMENT, YANAM.
81	MURALY. R	OFFICE OF THE CHIEF INSPECTOR OF FACTORIES & BOILERS, PUDUCHERRY.
82	GANESAN. M	SOCIAL WELFARE DEPARTMENT, PUDUCHERRY.
83	ARAVINDANADANE. K	OFFICE OF THE COMMISSIONER OF LABOUR, PUDUCHERRY.
84	IYAPPAN. S	OFFICE OF THE EXECUTIVE ENGINEER, DIVISION-IV, ELECTRICITY DEPARTMENT, PUDUCHERRY.
85	ASHOKKUMAR. S	OFFICE OF THE SPECIAL SECRETARY (REVENUE), PUDUCHERRY.
86	SONIYA. K.P	PUBLIC WORKS DEPARTMENT, MAHE.
87	RANGARAJ. R	MOTILAL NEHRU GOVERNMENT POLYTECHNIC COLLEGE, LAWSPET, PUDUCHERRY.
88	AYANAR. K	DEPARTMENT OF INFORMATION & PUBLICITY, PUDUCHERRY.
89	SATHISHKUMAR. A	SOCIAL WELFARE DEPARTMENT, PUDUCHERRY.

List of officials for office automation course

Sl. No.	Name	Designation	Department
1	Ashilakshmy. L	Typist	Judicial Department
2	Kausalya. K	Typist	Judicial Department
3	Emmanuel Vijay.	Junior Clerk	Judicial Department
4	Senthamizh Selvam. R	Junior Clerk	Judicial Department
5	Deepak. A	Junior Clerk	Judicial Department
6	Manobala. M	Jr. Grade Steno	Judicial Department
7	Mary. V	Jr. Grade Steno	Judicial Department
8	Nagalingam. S	Junior Clerk	Judicial Department
9	Anbumani. A	Junior Clerk	Judicial Department
10	Nedunsaizhian. M	Junior Clerk	Judicial Department
11	Sanil Kumar	Junior Clerk	Judicial Department
12	Sarathi. G	Junior Clerk	Judicial Department
13	Vengadesan. J	Junior Clerk	Judicial Department
14	Kalaiarasan. J	Junior Clerk	Judicial Department
15	Gunavathi @ Ammu. G	Junior Clerk	Judicial Department
16	Jayapriya.N	Junior Clerk	Judicial Department
17	Narayanamurthi. S	Junior Clerk	Judicial Department
18	Saravanaraj. K	Junior Clerk	Judicial Department
19	Sivacoumar. P	Junior Clerk	Judicial Department
20	Buvaneswari. P	Jr. Grade Steno	Judicial Department
21	Manjula. D	Jr. Grade Steno	Judicial Department
22	Bhavani. S	Jr. Grade Steno	Judicial Department
23	Valli	Jr. Grade Steno	Judicial Department
24	Sivasankari. P	Sr. Clerk	Judicial Department
25	Vinmeen Chakrayutha. G	Sr. Clerk	Judicial Department
26	Rajaram. K	Junior Clerk	Judicial Department
27	Ramachandran. T	Junior Clerk	Judicial Department
28	Anitha. M	Junior Clerk	Judicial Department
29	Senthilvelan. S	Junior Clerk	Judicial Department

List of officials for office automation course

Sl. No.	Name	Designation	Department
30	Cartigueane. R	Typist	Judicial Department
31	Kanimozhi. T	Typist	Judicial Department
32	Senthamarai. G	Typist	Judicial Department
33	Thiruvengadam. P	Typist	Judicial Department
34	Jeya Alamelu. K	Jr. Grade Steno	Judicial Department
35	Kalaiselvi. Z	Jr. Grade Steno	Judicial Department
36	Pravien. P	Junior Clerk	Judicial Department
37	Vijoy Venu. K	Junior Clerk	Judicial Department
38	Vinayagamoorthil. M	Junior Clerk	Judicial Department
39	Karthikeyan. M	Junior Clerk	Judicial Department
40	Desingu. P	Typist	Judicial Department
41	Murugan. N	Typist	Judicial Department
42	Devaki. N	Typist	Judicial Department