

PANEL/ IMMEDIATE

TAMIL NADU GENERATION & DISTRIBUTION CORPORATION LTD.
ADMINISTRATIVE BRANCH

From

To

Er.A.V .RAVI, B.E.,
Chief Engineer/Personnel,
144, Anna Salai,
Chennai - 600 002.

The Superintending Engineers concerned.

Letter No.81351/305/G.1/G.12/2015-2, dated 06.11.2015.

Sir,

Sub: TANGEDCO - Estt-Class II Service - AEs/Civil,
JEs/Civil.I.Grade and one CHD - Suitable for
promotion as AEE/Civil - Suitability report , DP &
Service Particulars - Called for - Reg

A fresh panel is proposed to be prepared for filling up the existing and anticipated vacancies of AEE/Civil based on the Crucial date of **05.06.2015**. A list of AEs/ Civil., JEs./ Civil. I Gr. and one CHD are annexed for consideration for promotion to the post of AEE/ Civil.

2. I therefore, request you to furnish the particulars in the format annexed (each 7 copies) in respect of officials mentioned in the list, who are working under your circle, along with 10 years Service particulars (each 7 copies) of them. I also request you to fill up the proforma using "Yes" or "No" as the case may be and that the proforma should not be filled up by using "dash" (-) and also not kept blank.

3. I also request you to furnish 7 Copies of the Charge Memo./Final Orders of D.P. if any.

4. If any of the individual mentioned in the list are found working in your circle but marked to other circle, their particulars may also be sent without fail. Also, if any of the Officer listed in the Annexure is transferred from your Circle to other Circle, the S.E. may be addressed directly to the S.Es. concerned together with the copy of this office ref. (w.e.) with a request to furnish the report of the Officer concerned direct to this Office.

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5. In this connection, I am to invite reference to regulation 98 1(a) of the T.N.E.B. Service Regulation and to state that one of the condition to consider promotion from A.E/ Civil and JE/Civil I Grade to A.E.E/ Civil. is that they should be approved probationer in the category of A.E/Civil . and JE/Civil II Grade.

6. I therefore request you to report specifically the date of completion of probation of A.E/Civil and JE/Civil I Grade without fail in the relevant column in the format enclosed.

7. As the preparation of panel of A.E.E/ Civil depends upon the receipt of the above report. I request you to bestow your personal attention in the matter and send the report on or before **30.11.2015** without fail.

8. I request you to send the Performance Assessment Report for the year March 2015 immediately in respect of the officials listed in the Annexure if not already sent.

9. I request you to acknowledge the receipt of this letter with enclosure by return of post without fail.

Encl: One Annexure
& One Format

Sd/-xxx (dt.06.11.2015)
(A.V.RAVI)
CHIEF ENGINEER/PERSONNEL

Copy to the Chief Engineers concerned.

Copy to the APO/Mechanical & Civil/ Adm. Branch/Chennai.2

Copy to G.4 and G.15 Sections (3 copies) each with a copy of Annexure.

Copy to stock file.

FORMAT

- SL.NO.
1. Name and Designation :
 2. Age and Date of Birth :
 3. Date of Retirement :
 4. Technical Qualification
 5. Passing of E.D. Account Test held during with Registration Number :
 6. Whether possess adequate knowledge in Tamil :
 7. Date of regular appointment in the post of AE/Civil./JE/ Civil.I Gr. :
 8. Date of completion of probation along with cadre .
 9. Total service in the present post as on 31.05.2015. (AE/Civil./JE/Civil .I Gr.) : Y M D
 10. a) Name of the Station and the circle where working :
 - b) The correct and complete postal address of the Official with Pin Code No. :
 11. Whether any penalty has been imposed on the Officer for the last 5 years if so, to furnish :
 - i. The nature of charge :

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- ii. identify the charge proved and not proved separately :
- iii. The nature of penalty imposed :
- 12. If the punishment ordered is stoppage of increment with or without cumulative effect indicate the following :
 - i. normal due date of increment :
 - ii. the punishment imposed of as per increment date :
 - iii. the date of commencement of the punishment as per final order date :
 - iv. the probable date of completion of the punishment as per actual completion of increment date :
 - v. A copy of final orders issued to be enclosed :
- 13. Whether any charge/Vigilance enquiry are pending against the Officer and if so indicate the nature of charge/ enquiry present stage. A copy of charge memo. to be enclosed :
- 14. Whether he is unauthorised absence for more than 6 months :
- 15. Whether suitable for promotion :
- 16. Whether the details of 10 years Service particulars of the Officials. : In separate sheet.

ANNEXURE**(CE/PER'S letter no.81351/305/G1/G12/2015-2, dated. 06.11.2015)**

SL. NO	NAME	DOB	PRESENT CIRCLE
I	CHIEF HEAD DRAUGHTSMAN		
1	MUNEESWARI.M	06.05.1959	MADURAI EDC
II	ASSISTANT ENGINEER/CIVIL		
1	KASIVISWANATHAN.S	26.12.1965	GCC-1/CHENNAI
2	ISABELLAH.P.M	03.04.1966	CHENNAI EDC/SOUTH
3	VIJAYARAGHAVAN.R	05.06.1976	CHENNAI DEV.CIRCLE
4	NAGENDRAN.N	03.1.21981	GEN/KADAMPARAI
5	PUVIARASI.G	21.11.1969	CIVIL DESIGNS
6	BASKARAN.B	16.10.1968	MTPS
7	BALASUBRAMANIAN.M	06.09.1976	MTTP-III
8	NARASINGAMOORTHY.M	13.06.1975	GCC/MADURAI
9	BALAKRISHNAN.S	07.02.1971	GCC/COIMBATORE
10	SUBBIAH.A	23.01.1961	GCC/COIMBATORE
11	GOVINDRJAN.M	20.02.1968	MTTP-III
12	BALAKRISHNAN.S	24.07.1967	C.E/D/MADURAI REGION
13	THOMAS VIHAYAKUMAR.T.V	07.05.1965	MADURAI EDC
14	ANBUVEL.A	01.12.1973	MTTP-III
15	RAJA.M	22.05.1984	GCC/MADURAI
16	KRISHNAMOORTHY.N	01.04.1971	GCC/TRICHY
17	BHARATHI.M	10.07.1971	GCC/CHENNAI-II
18	NATHAN.S	02.01.1971	GCC/CHENNAI
19	RAVICHANDRAN.C	15.12.1970	GCC/CHENNAI
20	RAJMOHAN	05.05.1974	NCTPS-II
21	SARAVANAKUMAR.S	10.05.1984	GCC/COIMBATORE

SL. NO	NAME	DOB	PRESENT CIRCLE
22	DURAIRAJ.K	09.10.1972	GCC/TRICHY
23	KRISHNAKUMAR.M	17.01.1970	ETPS
24	FLORANCE.D	02.04.1973	CHENNAI EDC/SOUTH
25	AMIR RAJ.N	23.05.1985	CHENNAI DEV.CIRCLE-1
26	UMA.R	06.04.1970	METTUR EDC
27	NALLUSAMY.V	05.01.1968	NAGAI EDC
28	BASKAR.K.V	01.07.1975	CHANGAI EDC

III JUNIOR ENGINEER/CIVIL.I.GRADE

1	SENTHILKUMAR.S.D.	26.07.1966	GCC/SALEM
2	VASANTHAKUMARI.R	02.06.1966	E.T.P.S.
3	SITARASU.P	13.05.1968	GCC/TRICHY
4	ELANGOVAN.S	23.09.1967	GCC-I/CHENNAI
5	VIMALARANI.J	28.07.1968	N.C.T.P.S.
6	RAMALINGAM.K	13.05.1968	GCC-I/CHENNAI
7	PARAMASIVAM.R	22.06.1969	GCC/SALEM
8	MUTHAMIZH PRABHU THARALAM.K	07.06.1966	CIVIL/HYDEL

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