

**PROCEEDINGS OF THE SENIOR ADMINISTRATIVE OFFICER, DIRECTORATE OF  
INDUSTRIES AND COMMERCE, VIKAS BHAVAN, THIRUVANANTHAPURAM**

**(Present: P.M. Rejeena)**

**EE3/5239/2018**

**Dated: 21.05.2018**

Subject: Industries Establishment - Final Seniority list of Fair Copy Superintendents/Selection Grade / Senior Grade/Upper Division / Lower Division Typists as on 31.01.2018- Publishing - Orders issued

Read: This Office Circular even no dated: 26.03.2018

The Provisional Seniority list of Fair Copy Superintendents/ Selection Grade/Senior Grade/Upper Division/Lower Division Typists as on 31.01.2018 was published as per circular cited, inviting claims/Objections if any on it. The Objections/claims received have been examined in detail. The discrepancies and omissions which are found genuine are rectified and incorporated wherever necessary. The objections/claims received from the following incumbents were examined and decisions taken thereon are indicated below.

1. Smt. Sandhya.P. Tom (Sl.No.66) has requested to include her educational qualification BA degree in the seniority list. On verification of relevant details her request is found genuine and included in the list.
2. Sri. Baburaj.A.V has requested to include his name in the seniority list. Sri. Baburaj.A.V, Clerk Typist has entered in industries department as Clerk-Typist vide advice no.KGDI(3)1105/2005 dated: 22.12.2015 through Kerala Public Service Commission. He was joined on 25.01.2016 FN as per appointment order no.EB1/13922/2014 dated: 14.01.2016 of Senior Administrative Officer of the Directorate of Industries and Commerce. Subsequently he was opted in the cadre of Typist and his option was sanctioned as per order no.EB1/5075/16 dated: 19.07.2016 of the Senior Administrative Officer. Hence his seniority may be

fixed on the date of his advice and included as Sl.No.62 in between Smt.Soumya Mol.S and Smt.Almaja.B in the seniority list. Hence the order.

**ORDER**

In the above circumstances stated above, the provisional Seniority list of Fair Copy Superintendents/ Selection Grade/Senior Grade/Upper Division/Lower Division Typist as on 31.01.2018 issued vide circular cited is hereby finalized and published.

The controlling Officers are directed to circulate the list among the incumbents concerned including those who are on leave/deputation and the receipt of this proceedings should be acknowledged immediately. This Seniority list is also published in the official website of Directorate of Industries and Commerce ([industry.kerala.gov.in](http://industry.kerala.gov.in))

  
Senior Administrative Officer

To,

- 1) The Director, Directorate of Coir Development
- 2) The Director, Directorate of Handloom & Textiles
- 3) The General Manager, District Industries Centre( Directed to circulate the provisional seniority list among the offices under your jurisdiction)
- 4) The Deputy Director/Assistant Director, CFSC, Changanacherry/Manjeri.
- 5) Website of Directorate Industries and commerce. ([industry.kerala.gov.in](http://industry.kerala.gov.in))
- 6) Stock File/Spare

**FINAL SENIORITY LIST OF FAIR COPY SUPERINTENDENTS/SELECTION GRADE/SENIOR GRADE/UPPER DIVISION / LOWER DIVISION TYPISTS AS ON 31.01.2018**

Sl. No.	Seniority Number	Name	Date of Birth	Qualifications	No. & Date of Advice	No. & date of Appointment order / Promotion Order	Date of Joining in Industries Department/Date of Promotion	DRB	Remarks
1	2	4	5	6	7	8	9	10	11

**FAIR COPY SUPERINTENDENTS**

1	02/89	Ravi. A	10.05.1964	PDC, T/W. Eng & Mal. (H)	X	EB1/21766/2008 dated:25.04.2011	25.04.2011	NA	
2	04/95	Dhananjayan.K.A.	10.02.1969	PDC, T/W. Eng(H)	X	EB1/5348/2012 dated:05.09.2013	05.09.2013	NA	
3	05/95	Sobha. K. V.	25.05.1968	SSLC, T/W. Eng & Mal(H)	X	EB1/5348/2012 dated:08.01.2014	01.12.2013	NA	
4	06/96	Geethakumari. L	25.05.1962	BA, T/W. Eng(H)	X	EB1/1687/2016 dated:23.08.2017	17.08.2015	NA	Expired
5	07/97	Sunil Kumar.P.S.	01.08.1962	SSLC, T/W. Eng & Mal(H)	X	EB1/1687/2016 dated:23.08.2017	18.07.2016	NA	
6	08/97	M.A.Ibrahim	08.09.1962	SSLC, T/W. Eng & Mal(L)	X	EB1/209/2018 dated:06.01.2018	06.01.2018	NA	

**SELECTION GRADE TYPIST**

7	03/95	Rajan. P.K.	21.10.1963	SSLC, T/W. Eng & Mal(H)	X			NA	
8	09/02	Lizymol.T.K.	07.05.1962	SSLC, T/W. Eng (L&H),Mal. (L)	X	EB1/21766/08 dated:13.04.2010	01.04.2010	NA	
9	10/03	Albert Willington	20.05.1964	SSLC,T/W. Eng. (H),Mal. (L),	X	EB1/21766/08 dated:13.04.2010	01.04.2010	NA	
10	11/03	Shaju.V.K.	13.03.1972	SSLC, T/W. Eng & Mal(H)	X	EB1/21766/08 dated:13.04.2010	01.04.2010	NA	

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11	12/03	Nandini.V.C.	25.05.1973	SSLC, Typ. Eng & Mal(H)	X	EB1/21766/08 dated:27.09.2011	01.02.2011	NA	
12	13/03	Padmini. M	27.05.1972	SSLC, Typ. Eng & Mal(H)	X	EB1/21766/08 dated:27.09.2011	01.02.2011	NA	
13	14/03	Jalajamoney.T	10.05.1965	BA,B.Ed,T/W.Eng(L&H),Mal(L),Short Hand,Eng(L)	X	EB1/21766/08 dated:20.01.2012	01.02.2011	NA	
14	19/06	Preetha. R.	31.05.1970	MA, T/W. Eng(H), Mal. (L)	X	EB1/21766/08 dated:11.10.2011	01.04.2011	NA	
15	20/08	Susy. S.	31.05.1971	SSLC, T/W. Eng (H), Mal(L), MS Office	X	EB1/21766/08 dated:26.11.2011	19.08.2011	NA	
16	21/08	Bindhu.M.S.	20.05.1975	SSLC, T/W. Eng.(H), Mal. (L), Word Processing,VHSE(Office Secretaryship),DTP(NTC)	X	EB1/5348/2012(1) dated:06.08.2014	25.09.2011	NA	
17	27/08	Ajayakumar.P.A.	17.05.1973	SSLC, T/W. Eng. Higher, Typ. Mal(L),Word Processing	X	EB1/5348/2012(1) dated:06.08.2014	01.07.2012	NA	
18	28/08	Sheela. M.	31.05.1973	SSLC, T/W. Eng. Higher, Typ. Mal(L),Word Processing	X	EB1/5348/2012(1) dated:06.08.2014	15.11.2012	NA	
19	30/09	Ambilimole. G	29.05.1970	SSLC, BA, T/W. Eng. (H). Mal (L), MS Office	X	EB1/5348/2012(1) dated:17.12.2014	15.11.2012	NA	
20	31/09	Nisha. A.	07.05.1977	SSLC, T/W. Eng & Mal (L), NTC	X	EB1/5348/2012(1) dated:17.12.2014	06.02.2013	NA	
21	33/09	Visini.J.C.Sarikayil	29.01.1982	SSLC, T/W. Eng. (H), Mal. (L), Word Processing	X	EB1/5348/2012(1) dated:17.12.2014	17.12.2014	NA	
22	34/10	Sathi. A.	31.05.1974	SSLC, T/W. Eng. & Mal. (H), Computer Word Processing	X	EB1/1687/2016 dated:10.01.2018	01.06.2017	NA	
23	36/10	Nisha. T.	07.01.1970	SSLC, B.Com (Cost Accounting), T/W. Eng. (H) Mal. (L),Word Processing, MOP, A/C(L)	X	EB1/1687/2016 dated:10.01.2018	10.01.2018	NA	

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### SENIOR GRADE TYPISTS

24	38/11	Umanath.C.M.	30.05.1974	SSLC, T/W.Eng. (H),Mal. (L), Computer Word Processing (H)	X	EB1/1687/2016 dated:31.10.2016	01.04.2016	NA	
25	43/11	Manoj Kumar K	31.05.1972	SSC,VHSC, T/W. Eng. & Mal.(L), Computer Word Processing	X	EB1/1687/2016 dated:31.10.2016	01.04.2016	NA	
26	46/12	Radhakrishnan C N	28.04.1963	SSLC, 17 yrs Army Ex-Service as LD Clerk (GD)	X	EB1/1687/2016 dated:31.10.2016	01.04.2016	NA	
27	47/12	Lekha. K.	25.05.1974	SSLC, T/W. Eng. (L)	X	EB1/1687/2016 dated:31.10.2016	01.04.2016	NA	
28	49/12	SmithaDevI. K.C.	28.05.1975	BA, T/W. Eng. (H), Mal. (L), Data Entry & OfficeAutomation	X	EB1/1687/2016 dated:31.10.2016	01.04.2016	NA	
29	52/12	Jisha. P.	05.11.1973	B.Sc. B.Ed, T/W. Eng. (H). Mal.(L), Word Processing (H), MOP, A/C(L&H)	X	EB1/1687/2016 dated:31.10.2016	01.04.2016	NA	
30	53/12	Antony Roxon. T.C	17.05.1975	MA, B.Ed, BLISC, T/W. Eng. & Mal (H), Word Processing (L)	X	EB1/1687/2016 dated:31.10.2016	01.04.2016	NA	
31	54/12	Rajan. P	23.05.1977	SSLC,T/W. Eng. (H),Mal. (L), Word Processing	X	EB1/1687/2016 dated:31.10.2016	01.04.2016	NA	
32	56/12	Umaibal Beegum. K.M	12.05.1970	BA,T/W. Eng.(H), Mal. (L), Comp. Word Processing(L &H), DCA	X	EB1/1687/2016 dated:27.12.2016	01.04.2016	NA	
33	59/12	Bindhu. V.	28.05.1979	SSLC,VHSC, ITI, T/W.Eng. & Mal (L), Computer Word Processing (H)	X	EB1/1687/2016 dated:27.12.2016	01.04.2016	NA	
34	60/12	Rasmi. B.S.	21.04.1981	BA,T/W. Eng.& Mal(H), Computer Word Processing (H)	X	EB1/1687/2016 dated:27.12.2016	01.04.2016	NA	

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35	62/12	Manicken. K.	31.05.1966	SSLC, Pre Degree, T/W. Eng.&Mal(L), Computer Word Processing (L)	X	EB1/1687/2016 dated:27.12.2016	01.04.2016	NA	
36	63/12	Sona Sadan.E	21.05.1985	THSLC,Plus Two, T/W. Eng. (H). Mal.(L), Computer Word Processing, Dip. In Computer	X	EB1/1687/2016 dated:10.01.2018	01.04.2016	NA	
37	65/13	Lathika. G.S.	19.10.1981	THSLC, KCTE T/W. Eng. (L)	X	EB1/1687/2016 dated:27.12.2016	01.04.2016	NA	
38	66/13	Varadarajan. P.R.	18.03.1974	SSLC, T/W. Eng.& Mal (L), Comp,Word Processing	X	EB1/1687/2016 dated:10.01.2018	01.04.2017	NA	
39	68/14	Maria Gladis	30.08.1977	SSLC, Typ. Eng (L) Computer Word Processing (L)	X	EB1/1687/2016 dated:10.01.2018	01.06.2017	NA	
40	69/14	Kochumol. M.	29.05.1978	SSLC, Diploma in Commercial Practice, Computer Word Processing (L)	X	EB1/1687/2016 dated:10.01.2018	10.01.2018	NA	

**UPPER DIVISION TYPISTS**

41	29/09	Jayasree.O.K.	20.03.1981	SSLC, BA, T/W. Eng. (H). Mal (L),Word Processing,JDC	X			NA	
42	32/09	Geethamoney. T.	20.05.1970	SSLC, T/W. Eng & Mal. (H), DTP, Word Processing, MOP, A/C(L), JDC	X	EB1/21766/08 dated:11.10.2011	20.07.2011	NA	
43	35/10	Biju.P.B.	02.05.1977	SSLC, B.Com(Co-op), MOP, A/c Test (H), Typ.Eng. (H). Mal. (L), Diploma in Computer Engg.	X	EB1/5348/2012 dated:10.07.2012	01.07.2012	NA	
44	37/10	Anitha. K. M.	20.02.1972	SSLC, T/W. Eng.(H),Mal. (L), JDC, MOP, A/c (H),Computer Word Processing	X	EB1/5348/2012(2) dated:17.12.2014	04.01.2014	NA	
45	39/11	Sandhya. N.	20.05.1976	SSLC, T/W.Eng. & Mal. (L), Computer Word Processing,JDC	X	EB1/5348/2012(2) dated:06.08.2014	06.08.2014	NA	Deputation

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46	40/11	Rekha. C.S.	01.11.1977	B.Com(Co-op), T/W. Eng. & Mal. (H), Computer Word Processing, MOP, A/C (H)	X	EB1/5348/2012(2) dated:17.12.2014	17.12.2014	NA	
47	41/11	Sreeja.K.S	17.04.1975	SSLC, T/W. Eng. (L), Mal. (L), Diploma in Shorthand, Office Automation	X	EB1/5348/2012(2) dated:17.12.2014	17.12.2014	NA	
48	42/11	Jiji Mohan. A	08.05.1990	SSLC, Plus Two, T/W. Eng. & Mal. (L), MOP/A/C(L)	X	EB1/5348/12 dated:30.09.2015	18.12.2014	NA	
49	44/11	Rajimol. P.D	25.05.1979	B.Com (Co-op), T/W. Eng. (H), Mal. (L), Computer Word Processing (L), DCA, DTP, MOP, A/C(H)	X	EB1/5348/12 dated:30.09.2015	06.08.2015	NA	Deputation
50	45/12	Sajila R V	31.05.1975	B.Com(Co-op), M.Com PGDCA, T/W. Eng(H), Mal(L), KGTE Word Processing, A/C(L)	X	EB1/5348/12 dated:30.09.2015	06.08.2015	NA	
51	48/12	Ashamol. P.R.	02.05.1980	M.Sc, B.Ed, T/W. Eng. & Mal. (H), Word Processing (H), MOP, A/C(L)	X	EB1/1687/2016 dated:07.03.2018	04.06.2016	NA	
52	50/12	Binu. D. Das	30.05.1982	B.Sc, T/W. Eng. (H), Mal.(L), Word Processing, MOP, A/C (L&H)	X	EB1/1687/2016 dated:07.03.2018	07.07.2016	NA	
53	51/12	Manjula. K	31.05.1981	B.Com, T/W. Eng. (H), Mal. (L), Word Processing, Office management with Financial Accounting, HDC, MOP, A/C(H)	X	EB1/1687/2016 dated:07.03.2018	08.07.2016	NA	
54	55/12	Jelaja. C.	03.01.1978	B.Com(Co-op), T/W. Eng. & Mal.(L), T/W. Eng & Computer Word Processing(H), MOP, A/C(L)	X	EB1/1687/2016 dated:07.03.2018	06.10.2016	NA	
55	57/12	Varsha. S.	30.05.1981	SSLC, B.Com, T/W Eng. (H), Mal.(L), Word Processing(L), PGDCA	X	EB1/1687/2016 dated:07.03.2018	15.03.2017	NA	

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56	58/12	Suni. A.S.	30.05.1976	B.Com(Co-op), M.Com T/W. Eng. & Mal.(H), Computer Word Processing, MOP, A/C(L)	X	EB1/1687/2016 dated:07.03.2018	15.03.2017	NA	
57	61/12	Kavitha. K.	31.05.1985	B.Com(Co-op), M.Com T/W Eng.(H), Mal. (L), Computer Word Processing, MOP, A/C(L&H)	X	EB1/1687/2016 dated:07.03.2018	24.07.2017	NA	
58	64/12	Anitha. S.	25.05.1982	B.Com(Co-op), M.Com JDC, T/W. Eng & Mal. (L), Comp. Word Processing(L), Computer TTC, MOP, A/C(L)	X	EB1/1687/2016 dated:07.03.2018	03.11.2017	NA	

**LOWER DIVISION TYPISTS**

59	16/05(a)	Anitha.V.J	23.04.1979	VHSC, T/W. Eng(L)	C1(4) 761/03 dated 21.05.2005	EB1/4930/03 dated:04.06.2005	15.06.2005	KNR	
60	67/13	Sandhya. P.U	08.12.1978	SSLC, Diploma in Commercial Practice, Comp. Word Processing, MOP	RI 1125/09/1 dated: 10.12.2013	EB 1/20406/13 dated:23.12.2013	17.01.2014	TSR	
61	70/15	Soumyamol.S	20.05.1982	SSLC, B.A, B.Ed T/W. Eng(H). Mal. (L), Computer Word Processing (L), MOP	DTB(2)5342/09 dated:09.11.2015	EB1/5348/2012 dated:25.11.2015	30.11.2015	TVPM	
62	70/15(a)	Baburaj.A.V	13.12.1988	SSLC, T/W. Eng & Mal(L&H), Computer Word Processing(L&H)	KGD(3)1105/05 dated:22.12.2015	EB1/13922/14 dated:14.01.2016	25.01.2016	KSGD	LDCT. Opted Typist vide proceedings no.EB1/5075/16 dated:19.07.16
63	71/16	Almaja. B	20.05.1981	BA, T/W. Eng & Mal. (L), Computer Word Processing	PTA II(2)1560/09/II dated:07.09.2012	EB1/791/2016 dated:11.02.2016	15.02.2016	PTA	Inter District Transfer.
64	72/16	Shibu. C.	23.05.1972	SSLC, T/W. Eng & Mal. (L), Computer Word Processing	X	EB1/23978/14 dated:25.02.2016	25.02.2016	TVPM	Promoted from Driver category.

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65	73/16	Sheeja. P.H.	20.05.1983	SSLC, BA,T/W. Eng & Mal. (H), Computer Word Processing, (L&H), DTP(Eng&Mal),MOP	X	EB1/23978/14 dated:04.03.2016	04.03.2016	TVPM	Promoted from OA category.
66	74/16	Sandhya. P. Tom	13.04.1979	SSLC,BA,T/W. Eng.&Mal. (L), Computer Word Processing	K II (1) 1807/2009 dated 21.06.2016	EB1/1687/2016 dated:07.07.2016	20.07.2016	KTM	
67	75/16	Sureshkumar. C.T.	07.03.1975	SSLC, T/W. Eng & Mal(H), Computer Word Processing	PTA II(1)1560/09/II dated 22.06.2016	EB1/1687/2016 dated:07.07.2016	11.07.2016	PTA	
68	76/16	Bindhu Prasad	17.05.1979	B.Com (Co-op), T/W. Eng. (H). Mal.(L), Computer Word Processing, COPA	X	EB1/9883/2016 dated:27.06.2016	01.07.2016	KSGD	Inter Department Transfer. (Deputation)
69	77/16	Girija. C.	25.03.1976	SSLC, KGTE T/W. Eng. (L), Mal. (L), Computer Word Processing	P IV(1) 3923/08-2 dated:01.07.2016	EB1/1687/2016 dated:30.07.2016	08.08.2016	PLKD	
70	78/16	Saji. A.	25.05.1979	SSLC, KGTE T/W. Eng. & Mal (L), Computer Word Processing	K II (1) 648/15 (5) dated:10.11.2016	EB1/1687/2016 dated:02.12.2016	07.12.2016	KTM	
71	79/16	Asha.I	05.04.1976	SSLC,KGTE Diploma in Short Hand and T/W certificate course in MS office(Shramik Vidya Peeth)	DTB(2)5342/09 dated:13.12.2016	EB1/14906/16 dated:20.01.2017	25.01.2017	TVPM	
72	80/17	Nisha.J.U	25.05.1986	SSLC,Plus Two,DCA,KGTE T/W.Eng&Mal(L),Eng(H), Computer Word Processing(L&H)	QR II(2)1291/15 dated:17.02.2017	EB1/3949/17 dated:10.04.2017	17.04.2017	KLM	
73	81/17	Cherupushpam.B.Y	30.05.1977	SSLC,KGTE,T/W.Eng & Mal(L), Certificate in Data Entry and Office	KII(1)648/15(4) dated:23.09.2017	EB1/3949/17 dated:20.10.2017	25.10.2017	KTM	

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74	82/17	Dikesh.K	10.02.1990	SSLC,KGTE.T/W.Eng&Mal(L), KGTE Computer Word Processing	PIV(1)736/15/2 dated:08.12.2017	EB1/3949/17 dated:03.01.2018	12.01.2018	PLKD	
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Note :1. Smt.Anitha.V.J,LD Typist Clerk was included as Sl.No.10(a) in the final seniority list of Lower Division Typists for the period from 01.01.2002 to 31.12.2006 in between Smt.Aryadevi(Sl.No.10) and Smt.Manju.K.N(Sl.No.11) vide proceedings no.EE3/13471/12 dated:21.11.2012.But her name was omitted from the final seniority list of Fair Copy Superintendents/Selection Grade/Senior Grade/Upper Division/Lower Division Typists as on 31.12.2016 published vide proceedings No.EE3/1405/2017 dated:17.08.2017.Hence, it is decided to include her name as Sl.No.59(Seniority No.16/05(a) ) in this seniority list.

2. Sri.Baburaj.A.V entered in industries department as Clerk - Typist as per advice no.KGDI(3)1105/2005 dated:22.12.2015 through Kerala Public Service Commission. He joined on 25.01.2016 as per appointment order No.EB1/13922/14 dated:14.01.2016 of the Senior Administrative Officer of the Directorate of Industries and Commerce. His option in the cadre of Typist was accepted as per order no.EB1/5075/16 dated:19.07.2016.But his name was omitted from the final seniority list of Fair Copy Superintendents/Selection Grade/Senior Grade/Upper Division/Lower Division Typists as on 31.12.2016 published vide proceedings No.EE3/1405/2017 dated:17.08.2017. On verification of the relevant documents it is decided to include his name as Sl.No.62(Seniority No.70/15(a) ) in this seniority list.

*R*  
*21/5/18*

SENIOR ADMINISTRATIVE OFFICER