

PROCEEDINGS OF THE SENIOR ADMINISTRATIVE OFFICER
DIRECTORATE OF INDUSTRIES & COMMERCE,VIKAS BHAVAN

THIRUVANANTHAPURAM

(Present: P.M. REJEENA)

EE3/20001/2016

Dated:31.03.2017

Subject: Industries Establishment – Final Seniority list of Confidential Assistants as on 31.12.2016 – Orders issued - reg:

Read: This Office Circular even no dated:23.01.2017

The Provisional Seniority list of Confidential Assistants as on 31.12.2016 was published as per circular cited, inviting claims/Objections if any. The claims and objections received have been examined in detail. The objections/claims received from the following incumbents were examined and decision taken therein is indicated below.

1.The following incumbents have requested to include his advice/appointment details in the list.

- a. Sri.K.K.Sivan (Sl.No.3)
- b. Smt.Janaki Periyath (Sl.No.7)
- c. Smt.P.M.Sujatha (Sl.No.9)
- d. Smt.L.Sudhamony (Sl.No.11)
- e. Smt.P.Amina (Sl.No.12)
- f. Sri.Abdul Latheef Pattasery (Sl.No.13)

On verification, their requests are found genuine. It is included in the Seniority list

- 2.** Smt.P.Amina (Sl.No.12) also requested to include her educational qualification of Pre Degree and MOP in the list. The request is found genuine and it is included in the list.
- 3.** Sri.Abdul Latheef Pattasery (Sl.No.13) has requested to include his educational qualification Diploma in Typewriting & Shorthand, Typewriting Malayalam (Lower),MOP, Account Test(Lower) in the list. The request is found genuine and it is included
- 4.** Smt.Lekha.V(Sl.No.17)has requested to include her appointment order details in the list. The request is found genuine and it is included
- 5.** Sri.Sreekanth Pai.D(Sl.No.21) has requested to include his educational qualification B.Com, Typewriting English (Higher),Shorthand English (Higher), Word Processing in the seniority list. On verification her request is found genuine. It is also corrected.
- 6.** Smt.Sonia.C.Pilo (Sl.No.22) has requested to correct her name and appointment order in the list. On verification her request is found genuine. It is also corrected.
- 7.**Smt.Vijitha.N.V(Sl.No.23)has requested to include his educational qualification B.Com(Co-Op). The request is found genuine and it is included
- 8.**Smt.Rezeena Selim(Sl.No.24) has requested to correct her date of birth in the seniority list. On verification her request is found genuine. It is also corrected.

In the above circumstances stated above, the provisional seniority list of Confidential Assistants as on 31.12.2016 is hereby finalized and their seniority fixed in accordance with the following Rules and Government Orders

Sl.No	Method of Recruitment	Relevant date of fixing seniority	Rule/G.O
1	Direct Recruitment through PSC	Date of advice by the PSC	Rule 27 of KS&SSR
2	Inter Department Transfer	Date of joining in the Industries Department	Rule 27 of KS&SSR and G.O(P) 11/76/PD dated:13.01.1976
3	Inter District Transfer	Date of joining in the new District	G.O(P) No.36/91/P&ARD dated:02.12.1991

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 (www.keralaindustry.org) .



Senior Administrative Officer

To

- 1) The Director, Directorate of Coir Development
- 2) The Director, Directorate of Handloom& Textiles
- 3) All Sub Offices
- 4) Website of Industries and commerce Department
- 5) Stock File/Spare

FINAL SENIORITY LIST OF THE CONFIDENTIAL ASSISTANTS AS ON 31.12.2016

Sl. No	Seniority No.	Seniority No. in the previous seniority list	Name	Date of birth	Qualification	Advice No.& Date	Appointment Order No & Date	Date of joining as CA in this Department	DRB	Remarks
1	2	3	4	5	6	7	8	9	10	11
1	1/1983	26 (1.1.73 to 31.12.2002)	Jannet Skaria	03.03.1961	SSLC,T/W Eng & Mal(H),SH Eng(L)	21.05.1981	X	17.06.1983	KTM	IDT
2	2/1985	30 (1.1.73 to 31.12.2002)	Omana.U.G	20.04.1962	SSLC,T/W Eng & Mal(H),SH Eng(L)	31.12.1984	X	19.10.1985	KTM	IDT
3	3/1989	37 (1.1.73 to 31.12.2002)	K.K.Sivan	12.03.1965	SSLC,T/W Diploma in SH Eng & Mal	IDA(2) 1886/87 dated:21.12.1988	EA5/38102/8 8 dated:28.06.1989	10.07.1989	IDK	X
4	4/1990	38 (1.1.73 to 31.12.2002)	M.K.Harilal	29.05.1964	SSLC,Trade Certificate	27.11.1989	X	01.01.1990	PTA	X
5	5/1995	44 (1.1.73 to 31.12.2002)	L.Sasikala	12.11.1960	SSLC,T/W Eng (H) & Mal(L),SH Eng& Mal(L)	02.09.1995	X	12.10.1995	TYM	Retired
6	6/1996	47 (1.1.73 to 31.12.2002)	M.P.Omana Ammal	10.04.1967	SSLC,PDC,B Com,T/W Eng(H)& Mal(L),SH Eng & Mal(L)	30.11.1995	X	15.01.1996	IDK	X

1	2	3	4	5	6	7	8	9	10	11
7	7/1997	48 (1.1.73 to 31.12.2002)	Janaki Periyath	10.01.1963	SSLC,T/W Eng & Mal(H),SH Eng & Mal (L),Certificate course in M.S.Office & Windows 95	KGDI(3)1291 /96 dated:06.02.1 997	EB1/30036/9 6 dated:17.02. 1997	28.02.1997	KSGD	X
8	8/1997	50 (1.1.73 to 31.12.2002)	U.P.Minthaku mari	30.05.1970	SSLC,T/W Eng & Mal(H),T/W Eng,High Speed,SH Eng(H) Bcom,Diploma in Commercial Practice	14.11.1995	X	16.07.1997	TVM	X
9	9/1999	52 (1.1.73 to 31.12.2002)	Sujatha.P.M	03.04.1968	Bcom Diploma in Commercial Practice,MOP,A/C(L)	DI(3) 1449/90(3) dated:02.09.1 995	EB1/30010/9 6 dated:30.06. 1999	26.07.1999	KKD	IDT
10	10/2000	53 (1.1.73 to 31.12.2002)	G.Ramesan	20.05.1961	SSLC,T/W Eng & Mal (H),SH Eng & Mal (L)	11.07.1995	X	22.11.2000	EKM	IDT
11	11/2001	55 (1.1.73 to 31.12.2002)	Sudhamony.L	10.04.1962	SSLC,T/W Eng & Mal (H),SH Eng & Mal (L)	PTA M(3) 153/90 dated:13.12.1 995	EB1/15082/2 001 dated:30.06.2 001	05.07.2001	PTA	IDT
12	12/2001	56 (1.1.73 to 31.12.2002)	P.Amina	31.05.1973	SSLC,Pre- Degree, MOP,Diploma in T/W & Short Hand,	MIIR(I)456/9 8-4 dated:27.11.2 000	EB1/19858/0 1 dated:29.09. 01	05.10.2001	MLP	IDT
13	13/2002	57 (1.1.73 to 31.12.2002)	Abdul Lathheef Pattasery	15.04.1964	SSLC,Diploma in Typewriting & Shorthand,T/W Mal (L),MOP,A/C(L)	28.11.1994	X	1.012002	TSR	IDT

1	2	3	4	5	6	7	8	9	10	11
14	14/2011	1 (1.1.73 to 31.12.2002)	Nasia Salim	25.05.1981	SSLC,VHSC(Office Secretaryship),T/W Eng(H) Mal(L),ShortHand Eng(H) Mal(L),Computer Word Processing	PTAIII(2)687/04 dated: 24.09.2011	24.09.2011	27.10.2011	PTA	X
15	15/2012	2 (1.1.2003 to 31.12.2013)	Priyesh Navath	26.05.1978	BA,Apprenticeship Training , Office Secretary Ship, Stenography,Computer Word Processing	CI(4)653/04 dated: 03.05.12	EB1/13375/11 dated:22.05.2012	01.06.2012	KNR	X
16	16/2012	3 (1.1.2003 to 31.12.2013)	Smitha K.V	13.05.1979	B.Com,Diploma in Commercial Practice	RI(3)1492 /04 dated: 26.09.12	26.09.2012	01.11.2012	TSR	X
17	17/2013	4 (1.1.2003 to 31.12.2013)	Lekha. V	26.11.1981	SSLC,Diploma in Commercial Practice	ARI(3)1243/04 dated: 15.12.12	EB1/13375/11 dated:11.01.2013	21.01.2013	ALPY	X
18	18/2016	Nil	Athira. G	01.05.1982	SSLC, PDC, T/W Eng (H). Mal (L & H), Word processing (L), S.H. Eng (L) M (L)	X	EB1/13666/14 dated 01.01.2016	04.01.2016	PTA	Category change/By transfer
19	19/2016	Nil	Simi. S.K	31.05.1983	B.Com (Co-Op.), Type writing Eng. (H) Mal (L), Diploma in Computer Eng., S.H Eng(H) Mal (L)	X	EB1/13666/14 dated 01.01.2016	04.01.2016	KLM	Category change/By transfer
20	20/2016	Nil	Iswarya Babu	27.01.1984	B.Com (Co-Op.),Diploma in Commercial Practice	X	EB1/13666/14 dated 05.01.2016	05.01.2016	PTA	IDT

1	2	3	4	5	6	7	8	9	10	11
21	21/2016	Nil	Sreekanth Pai. D	21.05.1983	VHSE (Office Secretary Ship), KGTE Computer word processing, B.Com, T/W Eng(H), SH Eng(H), Computer Word processing Mal(H)	PV(1) 1322/2011- 20 dated 30.06.216	EB1/ 13666/14 (2) dated 23.07.2016	30.07.2016	PLKD	X
22	22/2016	Nil	Sonia. C. Pilo	13.11.1991	Plus Two, Diploma in Commercial Practice	KII (1) 4093/12 (12) -B dated 05.08.2016	EB1/13666/ 14 dated 05.09.2016	08.09.2016	KTM	X
23	23/2016	Nil	Vijitha. N.V	05.02.1985	SSLC, Plus Two, Diploma in Commercial Practice, Certificate in Computer word processing, B.Com(Co-op)	MRI (1) 5752 /12-11 dated 10.08.2016	EB1/ 13666/14 (2) dated 27.08.2016	05.09.2016	MLPM	X
24	24/2016	Nil	Rezeena selim	14.04.1984	SSLC, VHSE, KGCE, Diploma in S.H & KGTE, Computer word processing (L), Certificate in computer word processing	IDB (4) 58/12(5) dated 23.08.2016	EB1/ 13666/14 dated 22.09.2016	27.09.2016	IDK	X
25	25/2016	Nil	Binymol. M.K	14.03.1979	SSLC, PDC, Diploma in S.H & Typewriting, KGTE, Computer word processing	IDB (4) 58/12(5) dated 23.08.2016	EB1/ 13666/14 dated 22.09.2016	29.09.2016	IDK	X

Senior Administrative Officer