

TAMILNADU GENERATION & DISTRIBUTION CORPORATION LTD.
(Administrative Branch)

From	To
Er. D.RAVICHANDRAN, B.E., Chief Engineer/Personnel, TANGEDCO, 144, Anna Salai, Chennai-02.	The Chief Engineers Concerned, The Chief Financial Controller/General Chennai, The Superintending Engineers Concerned.

Letter No. 039726/294/G.30/G.301/2020-2, dated: 04.08.2020.

Sir,

Sub: Estt. - Class II Service - Preparation of panel of Accounts Supervisor suitable for promotion as Assistant Accounts Officer for the crucial date 25.03.2020 for the year 2020-2021 - Suitability Reports, Service details, D.P. particulars and PARs - Called for - Reg.

The list of names as enclosed in the Annexure for **105 Nos.** of Accounts Supervisors whose cases are to be taken up for consideration of preparation of panel for promotion to the post of Assistant Accounts Officer for the Crucial date 25.03.2020 for the year 2020-2021. Necessary format is enclosed herewith for furnishing the required particulars and also to furnish the copy of Accountancy Lower and Higher Grade (or) B.com Degree Certificate. It is therefore requested to furnish the particulars in the prescribed format and also requested to send one copy by e-mail to apoas@tnebnet.org.

2. The Suitability Reports and Service details for the last 10 years along with D.P particulars (i.e.) if any punishment awarded during last 10 years together with the copies of such punishment awarded/charges framed etc., (one format may be used for one employee only) of **105** Accounts Supervisors including the employees who have completed 3 years temporarily relinquished period before the crucial date 25.03.2020 if any, shall be sent to this office in duplicate in the prescribed format I & II enclosed.

3. It may please be noted that, no column should be left as blank and the details called for in the format-I from Sl.No.1 to 14 should be filled up. If the above employee is not working in your Circle/Region the same may be forwarded to the present Circle/Region in which he is now working and the fact may also be intimated to this office.

4. In case of any DP is initiated against the above said Accounts Supervisors even after furnishing the particulars to this office in the course of time such particulars may also be furnished immediately so as to incorporate the same in the proposed panel. If an employee is awarded with punishment, his/her annual increment date with the date of punishment commenced and completed shall also be mentioned and sent to this office.

5. The Performance Assessment Reports relating to the last 3 years in respect of the above said Accounts Supervisors whose names mentioned in the annexure shall be sent to this office immediately. If the period of PARs of an employee is less than 3 months and if he/she worked under two (or) more reporting officers during the PARs periods of one year the same also be reported to this office. Further, if any delay in sending the PARs within the due date as stated above the reason may be intimated to this office.

6. The particulars may be arranged to be sent to this office **on or before 25.08.2020 without fail**. In this connection, I invite your attention to this office Memo. No. 6029/A18/A181/2019-1, (Sectt. Br.) dated 30.01.2009 and request you to keep up the target date. The DPC will be conducted after the above due date without waiting for the particulars to be received. Further suitable action shall be taken against the officials concerned for not furnishing the particulars in time and the same shall be reported to this office for taking further action.

7. The receipt of this letter may be acknowledged.

Encl: 1. Annexure.

2. Format I & II.

Yours faithfully,

Sd*****/04.08.2020

ASSISTANT PERSONNEL OFFICER/AAS
FOR CHIEF ENGINEER/PERSONNEL

Copy to the Assistant Personnel Officer/Estt. (Non-Technical)/ Adm.Branch/
Chennai-2 (G32 Section)

With a request to handover the updated Personal files of 105 Nos. of Accounts Supervisors as mentioned in the annexure enclosed for preparation of panel for promotion to the post of Assistant Accounts Officer on (or) before 25.08.2020.

Copy to G30/G302,

Copy to Stock File.

ANNEXURE
SENIORITY LIST OF ACCOUNTS SUPERVISOR

Sl. No.		Name	Date of Birth	Present Circle
1	1433	M.SHOBANAKUMARI	01.06.1962	KARUR EDC
2	1614	M.ARULMOZHY	27.01.1964	KANYAKUMARI EDC
3	1691	J.SIVAKUMAR	14.06.1963	SE/PLANNING
4	1850	A.VENKATESWARAN	21.07.1965	THANJAVUR EDC
5	1959	P.N.JAYAPRAKASH	28.06.1966	CHENNAI EDC/SOUTH-I
6	2004	N.SAKTHIVEL	15.07.1962	COIMBATORE EDC/SOUTH
7	2030	M.MEENA	05.06.1971	MADURAI EDC
8	2156	M.PALANISAMY	05.03.1964	PERAMBALUR EDC
9	2238	S.KRISHNAVENI	10.03.1967	UDUMALPET EDC
10	2252	G.INDIRANI	23.05.1964	SALEM EDC
11	2257	E.SARASWATHY	08.05.1965	KANYAKUMARI EDC
12	2272	K.SELVARAJ	12.05.1964	DINDIGUL EDC
13	2346	M.CHELLAMMAL	09.06.1965	KARUR EDC
14	2393	A.N.JAYANTHI	24.05.1967	GOBI EDC
15	2400	C.ELANGO VAN	06.04.1964	MADURAI EDC/METRO
16	2442	J.SETHURAMAN	04.04.1963	CHENNIA EDC/SOUTH-II
17	2488(a)	J.SELVAKUMAR	25.05.1967	MADURAI EDC
18	2504	R.MARUTHACHALAM	30.08.1969	COIMBATORE EDC/METRO
19	2524	R.BASKAR	11.05.1971	VELLORE EDC
20	2540	K.VELMURUGAN	19.06.1963	VIRUDHUNAGAR EDC
21	2599	A.KIRUPHAMANI	05.05.1965	COIMBATORE EDC/METRO
22	2616	D.VASUGI	23.06.1963	CHENNAI EDC/CENTRAL
23	2633	J.SUMATHI	12.03.1963	ERODE EDC
24	2645	K.SOMASUNDARAM	02.05.1962	MADURAI EDC/METRO
25	2646	T.VIJAYA	21.03.1967	MADURAI EDC
26	2691	S.KOTTESWARAN	30.05.1963	SALEM EDC
27	2697	V.JEYA	05.04.1971	MADURAI EDC
28	2709	G.PADMASUNDARI	09.04.1963	TRICHY EDC/METRO
29	2716	N.SARAVANAN	02.05.1964	KARUR EDC
30	2735	N.PADMA PRIYA	30.07.1977	KARUR EDC
31	2748	G.AUGUSTIN CHRISTOPHER	03.02.1966	UDUMALPET EDC
32	2760	T.VANARAJA	05.02.1972	VIRUDHUNAGAR EDC
33	2761	K.M. SIVAKUMAR	03.05.1975	METTUR EDC
34	2762	K.JAYALAKSHMI	29.04.1966	SALEM EDC
35	2766	A.DHANABAGYAM	14.02.1975	COIMBATORE EDC/METRO
36	2767	G.S.SANKAR	11.05.1978	CHENNAI EDC/WEST
37	2768	D.SENTHAMIL SELVI	10.06.1966	CUDDALORE EDC
38	2769	S.SUMATHI	02.05.1967	VILLUPURAM EDC
39	2770	B.KAYALVIZHI	07.04.1965	ERODE EDC
40	2773	T.VIJAYAMBIKAI	25.07.1966	KANYAKUMARI EDC
41	2774	R.SELVI	25.05.1970	KANCHEEPURAM EDC
42	2775	P.GANDHI SELVI	10.05.1967	KANYAKUMARI EDC

Sl. No.		Name	Date of Birth	Present Circle
43	2777	J.MEENAKSHI	25.06.1964	THANJAVUR EDC
44	2778	M.CHANDRAMALA	28.05.1970	TRICHY EDC/METRO
45	2779	M.UMARANI	11.10.1972	CHENNAI EDC/NORTH
46	2780	S.JOTHISELVAKUMAR	13.05.1968	THANJAVUR EDC
47	2781	M.KALAIVANI	11.06.1976	VILLUPURAM EDC
48	2782	V.UMAMAHESWARI	28.05.1976	SALEM EDC
49	2783	G.VISALAKSHI	27.05.1975	NAGAI EDC
50	2784	N.THIRUPURASUNDARI	30.06.1976	COIMBATORE EDC/NORTH
51	2786	S.MARIMUTHU	16.05.1966	CHENNAI EDC/CENTRAL
52	2787	E.JEYASEELI	16.07.1975	CHENNAI EDC/SOUTH -II
53	2788	A.SHAKRI RUNISA BEGAM	05.04.1963	VILLUPURAM EDC
54	2789	B.GAJALAKSHMI	31.12.1974	VILLUPURAM EDC
55	2790	S.MOORTHY	29.04.1963	VELLORE EDC
56	2792	P.BASKARAN	25.08.1964	VELLORE EDC
57	2793	T.RAVI	15.04.1965	CUDDALORE EDC
58	2794	K.SUNDARARAJAN	13.05.1967	METTUR EDC
59	2795	C.SAKUNTHALA	17.05.1967	GOBI EDC
60	2796	S.MURUGAN	10.05.1965	VILLUPURAM EDC
61	2799	P.S.LATHA	31.10.1962	CHENNAI EDC/WEST
62	2800	C.SANTHI	22.05.1963	CFC/GENERAL
63	2801	R.ANNAPOORANI	30.12.1963	MTPS-I
64	2802	V.MUTHULAKSHMI	06.02.1964	ERODE EDC
65	2803	T.DAYALAN	21.04.1964	CFC/GENERAL
66	2804	V.JAYABALAN	20.05.1964	ERODE EDC
67	2805	S.JANAKI	11.06.1964	TIRUNELVELI EDC
68	2806	N.RAJALAKSHMI	03.05.1965	CUDDALORE EDC
69	2807	V.JAYANTHI	26.05.1966	CUDDALORE EDC
70	2808	R.CHITRA	25.06.1966	GOBI EDC
71	2809	P.P.NIRMALA	07.07.1966	THANJAVUR EDC
72	2810	P.G.NIRMALADEVI	16.03.1967	KANCHEEPURAM EDC
73	2811	J.MALA	05.05.1967	CHENNAI EDC/SOUTH-II
74	2812	R.KALAIHELVAN	06.12.1968	VELLORE EDC
75	2813	R.RAMILABANU	03.06.1964	ERODE EDC
76	2814	S.S.TAMILSELVAM	11.04.1970	MADURAI EDC
77	2821	R.POONISELVI	10.03.1963	ERODE EDC
78	2822	S.CHITRA BANU	02.04.1964	UDUMALPET EDC
79	2823	K.SUBBURAM	26.05.1964	DINDIGUL EDC
80	2824	C.KRISHNAVENI	26.02.1964	GEN. CIRCLE/ERODE
81	2825	A.JABAMALAR	31.05.1965	CHENNAI EDC/WEST
82	2827	S.MUTHULAKSHMI	04.08.1965	DINDIGUL EDC
83	2828	R.MALARKODI	11.01.1966	CUDDALORE EDC
84	2829	R.SASIKALA	01.02.1966	MADURAI EDC
85	2830	B.THENMOZHI	15.03.1966	THIRUVANNAMALAI EDC

Sl. No.		Name	Date of Birth	Present Circle
86	2831	S.SELVASUNDARI	30.04.1966	VIRUDHUNAGAR EDC
87	2832	T.SASIKALA	02.05.1966	SALEM EDC
88	2833	A.ABDUL JABBAR	17.05.1966	VILLUPURAM EDC
89	2834	N.SANTHI	30.05.1966	MADURAI EDC/METRO
90	2835	V.VATHSALA	10.06.1966	THANJAVUR EDC
91	2836	A.CHITRA	09.05.1967	METTUR EDC
92	2837	V.LATHA	22.05.1967	NAGAI EDC
93	2838	N.PADMAVATHY	31.05.1967	CUDDALORE EDC
94	2840	B.MUTHUKALI	16.05.1972	VIRUDHUNAGAR EDC
95	2843	K.KALAIMAGAL	21.11.1966	ERODE EDC
96	2844	P.VELAVAN	25.04.1967	DINDIGUL EDC
97	2845	N.PALANIVEL	05.05.1965	CUDDALORE EDC
98	2846	M.LAKSHMI	10.07.1965	VIRUDHUNAGAR EDC
99	2847	S.LATHA	17.07.1967	T.V.MALAI EDC
100	2848	N.R.VIJAYALAKSHMI	05.06.1971	MADURAI EDC/METRO
101	2849	M.SUNDARI	30.04.1965	THANJAVUR EDC
102	2850	S.MURUGESWARI	20.05.1969	VIRUDHUNAGAR EDC
103	2856	V.THILAGAVATHI	01.07.1964	CUDDALORE EDC
104	2857	R.K.SUGANTHI	30.05.1965	CUDDALORE EDC
105	2859	S.NAGARATHINAM	20.05.1966	VIRUDHUNAGAR EDC

Sd*****/04.08.2020
SUPERINTENDENT

FORMAT - I

- 1) Name, Designation and Present :
Circle
- 2) Common Seniority No. :
- 3) Accounts Supervisor Seniority No. :
- 4) Age and Date of Birth :
- 5) Date of Retirement :
- 6) Educational Qualification :
 - (i) Whether he/she has passed : Date of Exam Regn.No. School
S.S.L.C. / X Std.
 - (ii) Whether he/she has passed : Date of Exam Regn.No. School
PUC/+2 Exam (Higher Secondary)
 - (iii) Whether he/she has passed B.Com. : Date of Exam Regn.No. University
(3 years course) through
(1) Open University
(2) Distance Education
(3) Regular College
 - (iv) Whether he/she has passed : Date of Exam Regn.No. University
M.Com. (2 Years course) through
(1) Open University
(2) Distance Education
(3) Regular College
 - (v) Whether he has passed : Date of Exam Regn.No. Centre
 - (i) Accountancy Lower Grade date
and year
 - (ii) Accountancy higher Grade date
and year
- 7) Date of regular appointment in the :
post of Accounts Supervisor
- 8) Total Service in the post of :
Accounts Supervisor as on
25.03.2019.
- 9) Place of working of Accounts :
Supervisor with Postal Addressed
and Pincode number

- 10) Details of Disciplinary proceedings :
should be furnished for the last 10
years irrespective of the categories
- 11) Whether any charge is pending if :
so, specify
- (i) The Ref. number in which the :
charge were framed (Copy of
Memo. any be enclosed)
- (ii) Nature of Charge/Charges :
- (iii) Present Stage of the D.P. :
- 12) Punishment if any imposed during :
the period of last 10 years on the
Officer. If so copies of final order
should be furnished
- (i) Date of commencement of :
punishment
- (ii) Date of completion of punishment :
- 13) Whether suitable for promotion :
- 14) I certify that the above particulars :
are correct

Note: No columns should be left as blank and all column should be answered.

FORMAT - II

(Service details should be furnished in separate sheet)

Sl. No.	Name and Designation	Place of working	From	To
---------	----------------------	------------------	------	----

Sd*****/04.08.2020
SUPERINTENDENT