



ADMINISTRATIVE BRANCH,  
N.P.K.R.R. MAALIGAI,  
144, ANNA SALAI,  
CHENNAI-2.

**Letter No.037293/G.54/G.542/2022-2, dated :02.08.2022.**

**From**

Thiru.A.MANIKKANNAN,  
Chief Engineer/Personnel.(FAC).

**To**

The Superintending Engineer concerned.

Sir,

**Sub :** Establishment - Class II Service - Preparation of panel for promotion to the post of Assessment Officer from Revenue Supervisor for the Panel year 2022 - 2023 – Suitability Report and D.P. particulars called for – Regarding.

**Ref:** This office Memo.No.037293/G.54/G.542/2022-1, dated.02.08.2022.

\*\*\*\*\*

I am to state that in the reference cited, the estimation of vacancy for the post of Assessment Officer has been fixed as 92 for the year **2022 - 2023**.

2) I am to state that for filling up of the vacancies in the said post, it has been proposed to prepare the panel for the year **2022 – 2023**, for which a list of **138** Nos. Revenue Supervisors for consideration for promotion to the post of Assessment Officer is annexed for considering the suitability of the candidates in the crucial date of **01.03.2022**.

3) I am to request you to follow the following instructions while sending the particulars in this regard.

- I. To furnish the suitability report of the individuals mentioned in Annexure in the enclosed Format – I [each 2 (two) copies], along with **10** years Service Particulars for Revenue Supervisor in the enclosed Format – II [each 2 (two) copies] via post and also by email to [apocs@tnebnet.org](mailto:apocs@tnebnet.org).
- II. If any of the individuals mentioned in the list are found working in your circle but marked to other circle, their reports shall also be furnished without fail.

...2

- III. The above said Formats – I & II should be filled up using "Yes" or "No" or briefed as the case may be and should not be left blank or filled up using ("–") hyphen symbol.
- IV. Three (3) copies of Charge Memo. /Final orders of DP, Court orders, FIR filed (Departmental or Personal) against the individuals if any should also be furnished via post.
- V. In addition to the above particulars, the Performance Assessment Reports of the individuals mentioned in Annexure for the year upto December 2021 if not sent already/uploaded should also be furnished to this office immediately.

4. I am to point out that while sending the particulars in this regard it should be ensured that all the columns in the format properly filled up. Further, even after sending the suitability reports to this office any disciplinary action has been initiated against the individuals whose names are under consideration and any punishments imposed between the time, it should be informed to this office immediately without any further delay.

5. I am therefore request you to furnish the particulars in full shape to this office on or before **31.08.2022** without fail.

Encl: Annexure  
Format I & II

Yours faithfully,  
Sd/-\*\*\*\*03.08.2022.  
(R.RAJESHWARI)  
Assistant Personnel Officer/C.S.(I/c)  
for Chief Engineer/Personnel

Copy to the Chief Engineer/Distribution/Concerned.  
Copy to Superintendent-cum-Steno,  
O/o.CE/Personnel/ Adm.Branch/ Chennai-2.  
Copy to G.25 Section.

## ANNEXURE

THE FOLLOWING REVENUE SUPERVISORS SENIORITY LIST FURNISHED BELOW

<b>Sl. No.</b>	<b>NAME THIRUVALARGAL</b>	<b>D.O.B</b>	<b>PRESENT CIRCLE</b>
1.	V.SEKAR	20.10.1963	CHENNAI EDC/WEST
2.	P.VELLAISAMY	10.01.1965	SIVAGANGA EDC
3.	P.JANAKI	15.05.1964	MADURAI EDC/METRO
4.	K.VISWANATHAN	14.09.1962	COIMBATORE EDC/NORTH
5.	S.SHANMUGAM	26.05.1965	TUTICORIN EDC
6.	P.BALAKRISHNAN	16.12.1963	TRICHY EDC/METRO
7.	K.PANNERSELVAM	20.02.1963	TRICHY EDC/METRO
8.	D.BALASUBRAMANIAN	29.08.1963	TRICHY EDC/METRO
9.	R.NAVIN	25.08.1962	TRICHY EDC/METRO
10.	R.RAJAMAHENDRAN	27.06.1966	COIMBATORE EDC/NORTH
11.	M.GUNALAN	14.10.1963	KANCHEEPURAM EDC
12.	L.MURUGADASS	21.05.1967	NILGIRIS EDC
13.	P.RAVIKUMAR	20.06.1967	TRICHY EDC/METRO
14.	T.ELANGO VAN	20.04.1966	CUDDALORE EDC
15.	M.SHAFI	05.06.1966	THIRUVANNAMALAI EDC
16.	V.NAGARAJ	03.06.1967	TUTICORIN EDC
17.	N.THIRUNEERSELVAM	05.07.1966	CHENNAI EDC/NORTH
18.	S.SARAVANAN	10.02.1970	VELLORE EDC
19.	N.MAHESWARI	22.05.1974	TUTICORIN EDC
20.	S.MANIVANNAN	18.05.1972	CUDDALORE EDC
21.	S.RANGADURAI	10.07.1973	DHARMAPURI EDC
22.	L.GOPALAKRISHNAN	03.05.1965	TIRUNELVELI EDC
23.	A.JAYAPRAKASH	27.04.1970	SIVAGANGA EDC
24.	K.MURUGESAN	20.04.1973	GOBI EDC
25.	N.MAHARAJAN	04.06.1972	TIRUNELVELI EDC
26.	S.RAGHAVAN	20.04.1972	VILLUPURAM EDC

<b>Sl. No.</b>	<b>NAME THIRUVALARGAL</b>	<b>D.O.B</b>	<b>PRESENT CIRCLE</b>
27.	D.PALANI	27.07.1971	KRISHNAGIRI EDC
28.	K.MURALI	03.05.1972	KRISHNAGIRI EDC
29.	S.BALAN	05.02.1974	RAMNAD EDC
30.	N.RAMU	16.01.1968	CHENNAI EDC/SOUTH-I
31.	N.RAJENDRAN	05.06.1971	UDUMALPET EDC
32.	A.KITTU	05.04.1973	TRICHY EDC/METRO
33.	P.POOVENDRA RAJA	10.03.1972	VIRUDHUNAGAR EDC
34.	M.MURUGANANDAM	07.06.1971	SALEM EDC
35.	S.MOHAN	30.04.1969	VIRUDHUNAGAR EDC
36.	S.SREENIVASAN	20.07.1970	TIRUPATHUR EDC
37.	J.MADESWARAN	24.05.1974	ERODE EDC
38.	G.INDIRAKUMAR	04.04.1965	VIRUDHUNAGAR EDC
39.	S.GUNASEKARAN	27.05.1972	SALEM EDC
40.	S.MOORTHY	05.06.1972	SALEM EDC
41.	N.SIVAKUMAR	10.05.1973	KRISHNAGIRI EDC
42.	K.PERUMAL	14.05.1966	KANCHEEPURAM EDC
43.	P.MEGANATHAN	29.05.1966	TUTICORIN EDC
44.	B.P.MURUGESAN	19.07.1962	NAMAKKAL EDC
45.	S.ANBALAGAN	26.08.1962	VILLUPURAM EDC
46.	K.KUPPUSAMY	02.08.1963	VILLUPURAM EDC
47.	K.RAMESH	23.01.1973	VILLUPURAM EDC
48.	C.GANESAN	25.01.1967	TIRUNELVELI EDC
49.	V.M.KARUPPANNAN	03.05.1971	GOBI EDC
50.	S.SUNDARESAN	30.07.1972	KRISHNAGIRI EDC
51.	R.MANIVANNAN	07.08.1969	SALEM EDC
52.	M.KARTHIKEYAN	20.06.1972	VIRUDHUNAGAR EDC
53.	V.MANOBALAN	14.12.1973	COIMBATORE EDC/METRO
54.	G.SUBRAMANIAN	10.03.1966	VIRUDHUNAGAR EDC
55.	M.GOVAN	25.06.1970	KANCHEEPURAM EDC

<b>Sl. No.</b>	<b>NAME THIRUVALARGAL</b>	<b>D.O.B</b>	<b>PRESENT CIRCLE</b>
56.	I.PERUMAL	06.05.1969	TIRUNELVELI EDC
57.	K.KRISHNASAMY	05.05.1973	TIRUNELVELI EDC
58.	S.THANGAVELU	21.05.1965	GOBI EDC
59.	H.MURUGAN	30.01.1971	CHENNAI EDC/SOUTH-I
60.	K.MUTHUSAMY	15.04.1970	NAMAKKAL EDC
61.	P.RAVICHANDRAN	19.04.1967	VILLUPURAM EDC
62.	B.GIRI	15.04.1970	VILLUPURAM EDC
63.	M.PARIMANAM	20.09.1969	NAMAKKAL EDC
64.	R.NALLATHAMBI	30.07.1973	SALEM EDC
65.	R.CHITRAMBALAM	01.05.1967	NAMAKKAL EDC
66.	R.THOMASANTONYNIXON	16.01.1972	KANYAKUMARI EDC
67.	P.VEERAMANI	16.06.1972	TIRUNELVELI EDC
68.	E.MURUGAN	16.06.1970	KANCHEEPURAM EDC
69.	C.JAGANNATHAN	30.06.1972	KANYAKUMARI EDC
70.	JOE.C.GLADWIN	31.01.1968	KANYAKUMARI EDC
71.	G.BABU	05.07.1966	TIRUPATHUR EDC
72.	V.MURUGESAN	30.04.1972	SALEM EDC
73.	S.SARAVANAN	13.05.1971	NAMAKKAL EDC
74.	S.VELAVENDAN	07.06.1971	TRICHY EDC/METRO
75.	A.GNANAVEL	06.05.1968	PUDUKKOTAI EDC
76.	P.KUMAR	07.06.1967	TIRUVANNAMALAI EDC
77.	M.DURAI	21.06.1974	CHENNAI EDC/SOUTH-I
78.	A.MURUGESAN	12.07.1962	NAMAKKAL EDC
79.	P.PARTHASARATHI	10.01.1965	SALEM EDC
80.	P.KUMAR	15.05.1974	TIRUVANNAMALAI EDC
81.	A.NOVASAHAYA RAJAN	21.06.1973	VIRUDHUNAGAR EDC
82.	D.NIXAN NEWTON NEW BEGIN	24.06.1972	KANCHEEPURAM EDC
83.	K.MUNIYAPPAN	09.02.1973	TIRUVANNAMALAI EDC

<b>Sl. No.</b>	<b>NAME THIRUVALARGAL</b>	<b>D.O.B</b>	<b>PRESENT CIRCLE</b>
84.	S.SANKAR	15.06.1974	TIRUVANNAMALAI EDC
85.	G.VASUDEVAN	18.05.1973	KANCHEEPURAM EDC
86.	A.SEBASTIAN	30.04.1968	TUTICORIN EDC
87.	K.RAJKUMAR	06.09.1968	KALLAKURICHI EDC
88.	S.MARIMUTHU	10.03.1970	TIRUVANNAMALAI EDC
89.	S.SIVAKUMAR	21.05.1974	COIMBATORE EDC/NORTH
90.	S.VELUSAMY	07.04.1974	TIRUNELVELI EDC
91.	K.PERIYASAMY	29.06.1973	SALEM EDC
92.	P.NAGALINGAM	10.06.1974	MADURAI EDC/METRO
93.	C.VETTUM PERUMAL	24.11.1971	TIRUNELVELI EDC
94.	A.BALASUBRAMANIAN	22.07.1971	ERODE EDC
95.	P.K.MURUGESAN	25.05.1973	PALLADAM EDC
96.	S.ANTON JANOCIOUS	21.06.1971	TIRUNELVELI EDC
97.	E.S.PALANI	20.04.1965	TIRUPATHUR EDC
98.	J.N.NAGARAJ	29.05.1965	KANYAKUMARI EDC
99.	N.ELUMALAI	10.06.1970	TRICHY EDC/METRO
100.	R.SIVAKUMAR	15.04.1974	PERAMBALUR EDC
101.	R.PALANIVEL	26.06.1970	VILLUPURAM EDC
102.	K.NIYAMATHULLAH	03.07.1973	GOBI EDC
103.	S.AMBEDKAR	25.07.1971	KARUR EDC
104.	A.SEKAR	20.04.1972	VILLUPURAM EDC
105.	G.VENKATESAN	16.05.1971	TIRUVANNAMALAI EDC
106.	N.RAMESH	26.04.1971	TIRUPPUR EDC
107.	M.RAMESH	27.06.1974	VELLORE EDC
108.	S.RAVIKUMAR	01.05.1972	COIMBATORE EDC/SOUTH
109.	M.MUTHUKUMAR	26.06.1974	NILGIRIS EDC
110.	K.S.BIJU	02.04.1974	COIMBATORE EDC/METRO
111.	R.ANBU GANAPATHY	05.06.1974	CUDDALORE EDC
112.	L.CHINNARAJ	15.06.1971	UDUMALPET EDC

<b>Sl. No.</b>	<b>NAME THIRUVALARGAL</b>	<b>D.O.B</b>	<b>PRESENT CIRCLE</b>
113.	D.DEVENDIRAN	10.03.1973	TIRUPATHUR EDC
114.	N.SRIDHAR	10.07.1962	NAMAKKAL EDC
115.	S.KANNAN	02.06.1972	PALLADAM EDC
116.	J.LASAR	10.06.1964	GOBI EDC
117.	M.RAMAN	10.04.1974	TIRUPATHUR EDC
118.	P.MEENAKSHI SUNDARAM	25.02.1975	CHENNAI EDC/CENTRAL
119.	V.RAJA	09.06.1974	CHENNAI EDC/SOUTH-I
120.	G.SIVAKUMAR	14.02.1972	KALLAKURICHI EDC
121.	G.MURUGAPERUMAL	07.01.1971	TIRUNELVELI EDC
122.	J.K.G.SALEEM	08.12.1963	TIRUPPUR EDC
123.	N.ATHINARAYANAN	05.07.1974	TRICHY EDC/METRO
124.	C.SAVARIRAJ	06.06.1972	PUDUKOTTAI EDC
125.	T.BALAKRISHNAN	07.06.1972	DINDIGUL EDC
126.	A.VENKATESAN	16.03.1965	TIRUVANNAMALAI EDC
127.	P.ARSAN	10.07.1962	THENI EDC
128.	J.RATHARAJA	05.08.1963	TUTICORIN EDC
129.	K.SEETHA KUMAR	30.03.1966	CHENNAI EDC/SOUTH-II
130.	V.MURUGAPPAN	19.12.1966	CHENNAI EDC/NORTH
131.	S.MURUGAN	03.06.1965	KANYAKUMARI EDC
132.	S.SIVAJOTHI	12.06.1965	CUDDALORE EDC
133.	S.SOUNDARARAJAN	25.05.1966	VIRUDHUNAGAR EDC
134.	M.MARIYA SUSAIRAJ	21.02.1965	CHENNAI EDC/NORTH
135.	M.MAHESWARI	25.02.1974	TRICHY EDC/METRO
136.	D.SANKARI	01.02.1964	CHENNAI EDC/WEST
137.	M.THAMILSELVI	30.07.1964	NAGAI EDC
138.	K.DEVADOSS	17.03.1967	PUDUKOTTAI EDC

Sd/-\*\*\*03.08.2022.  
SUPERINTENDENT

## **FORMAT-I**

				Sl. No.
<b><u>SUITABILITY REPORT</u></b>				
1	Name of the official in block letter with initial	:		
2	Designation	:		
3	Date of Birth & Age	:	D	M
			Y	years
4	Date of Retirement	:	D	M
			Y	years
5	Educational Qualification	:		
6	Date of regular appointment in the present post of Revenue Supervisor	:	D	M
			Y	F.N. / A.N.
7	Total service in the present post of Revenue Supervisor	:	Year	Month
			Date	
			(Excluding EOL if any)	
			(Specify Yes or No)	
8	Name of the Region, Circle and Station working at present	:		
9	Whether any penalty has been imposed on the official during the last 5 years. If yes, the following should be furnished :	:	(Specify Yes or No)	
i)	The nature of charges	:		
ii)	Total No. of charges	:		
iii)	Specify precisely about each charge proved and not proved separately	:		
iv)	The nature of penalty imposed	:		
10	If the punishment ordered is stoppage of increment, with or without cumulative effect, furnish the following :	:		
i)	The normal due date of increment of the official	:		



Name of the individual and Date of Birth (To be specified on top of each page)	
ii)	Date of Final order [Three copies of final order should be enclosed]
iii)	Date of commencement of punishment period as per final order
iv)	Probable date of completion of punishment period
11	Whether any Charge/Vigilance Enquiry is pending against the Official and if so indicate the nature of Charge/ enquiry present stage. [Copy of charge memo. to be enclosed].
12	<u>Leave Particulars :</u> Whether the official is on (i) unauthorised absence for more than six months (or) (ii) E.O.L. (or) (iii) employment at abroad. If yes, the following should be furnished :
i)	Any action have been taken against the unauthorized officials
ii)	A copy of action taken report to be enclosed
13	Whether the official is suitable for promotion. [Other than Suitable, Reason to be specified precisely by the Superintending Engineer]
14.	Remarks

SUPERINTENDING ENGINEER/

## **FORMAT-II**

Name of the individual and Date of Birth (To be specified on top of each page)				
<b>Service particulars of the official for the past 10 (Ten) Years to Till date</b>				
Sl. No.	Post held	Name of the Station/ Circle	PERIOD	
			From	To

SUPERINTENDING ENGINEER

**NOTE :**

- The details requested in the Formats I & II must be furnished precisely and specifically.
- The Name of the official and Date of Birth should be specified on the top of each page.
- **Two (2) copies** (Hard copy) of the Suitability Format with the remarks and signature of the officer concerned should be sent via post.
- **Three (3) copies** (Hard copy) of Service Particulars, Final order, Charge memo, and any other action taken report, prevailing or pending report about the official should be sent via post.
- The soft copy of Format I & II (i.e.) Suitability Report & Service Particulars should be sent to the Assistant Personnel Officer/Collection Staff email id [apocs@tnebnet.org](mailto:apocs@tnebnet.org)