

:: TAMILNADU GENERATION AND DISTRIBUTION CORPORATION LIMITED ::  
(Administrative Branch)

From Er.R.KRISHNAMOORTY, B.E.,  
Chief Engineer/Personnel,  
144, Anna Salai,  
Chennai – 600 002.

To The Chief Engineers Concerned.  
The Chief Financial Controller/General &  
Revenue,  
All Superintending Engineers Concerned.

Letter No. 011755/61/G.30/G.301/2020-1, Dated: 13.02.2020.

Sir,

Sub: Estt. – Class II Service – Assistant Accounts Officers –  
Drawal of a fresh panel to the post of Accounts  
Officers – Service, D.P. particulars – Called for.

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The names of **42Nos.** of Assistant Accounts Officers whose cases are to be taken up for consideration for promotion to the post of Accounts Officer. Necessary Format I and II are furnishing the required particulars for purpose of preparation of a fresh Panel for the crucial date 20.04.2019 is enclosed. I therefore request to furnish the particulars required in Format I and II in respect of the Assistant Account Officer to this office on or before 15.03.2020 positively. Further, those Assistant Accounts Officers who were overlooked / relinquished earlier, their rights for promotion whose relinquishment period is over before the crucial date of 20.04.2019 if any, may also be furnished together with their particulars.

2) The PAR for the last 3 years upto 31.12.2019 may also be sent alongwith the report.

3) The Circle where the Assistant Accounts Officers now working are mentioned in the Annexure based on the records of this Office. However, if any discrepancy in the present Circle/Station of any Assistant Accounts Officer is noticed, the particulars may be furnished to the Circle in which the Assistant Accounts Officer is now working. This may be done by the concerned Circle itself without waiting for any reference from the previous Circle where the Assistant Accounts Officer has last served or from this office.

4) I request you to acknowledge the receipt of this letter.

Encl: Format I and II.  
List of A.A.O.

Yours faithfully,

Sd/-\*\*\*13.02.2020  
(L.LUISA MARY)  
ASSISTANT PERSONNEL OFFICER/AAS  
FOR CHIEF ENGINEER/PERSONNEL

Copy to G.30 Section/Adm. Branch/Chennai-2.  
Copy to Stock File.

**FORMAT - I**

SL.NO. Given in  
ANNEXURE – III

- 1) Name, Designation of the Officer :  
and Present Circle.
- 2) Age and Date of Birth :
- 3) Date of Retirement :
- 4) 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. Centre  
through Open University (3 years  
course) (or) Regular college
- (iv) Whether he has passed : Date of Exam Regn.No. Centre  
(i) Accountancy Lower Grade date  
and year  
(ii) Accountancy higher Grade date  
and year  
:
- (v) Whether he/she has passed M.Com. : Date of Exam Regn.No. Centre  
through Open University.
- 5) Date of regular appointment Date :  
of Completion of Probation in the  
Present post.
- 6) Total Service in the present post :  
held/place of working.
- 7) Whether the officer has acquired all :  
the qualification prescribed in the  
adhoc rules for the higher post.
- 8) Particulars of adverse remarks if :  
any, in his assessment reports for  
the last 7 years. If so, list of  
remarks may be furnished.

- 9) Details of Disciplinary Proceedings :  
should be furnished for the last 10  
years irrespective of the categories.
- 10) Whether any charge is pending if :  
so, specify
- i) The Ref. number in which the  
charges were framed (Copy of  
Memo. may be enclosed)
- ii) Nature of Charge/Charges :
- iii) Present Stage of the D.P. :
- 11) Nature of Punishment if any, :  
imposed during the period of last  
10 years on the Officer. (Copy of  
final orders should be furnished)
- i) Date of commencement of :  
punishment
- ii) Date of completion of punishment :
- 12) Whether the Assessment Report for :  
the last 5 years. (without any break  
of period) have been written and  
forwarded to this Branch. If it is not  
written specify the reason.
- 13) Whether the Assessment Report for  
the year 2016 has been written?
- 14) Whether suitable for Promotion

**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
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**ANNEXURE****SENIORITY LIST OF ASSISTANT ACCOUNTS OFFICER**

<b>SL.NO</b>	<b>NAME OF THE A.A.O</b>	<b>DATE OF BIRTH</b>	<b>DATE OF JOINING OF A.A.O</b>	<b>PRESENT CIRCLE</b>
1	R.JAYAPRAKASH,	25-03-1979		CFC OFFICE / CHENNAI
2	S.UDAYAKUMAR	14-05-1965		DHARMAPURI EDC
3	V.VASANTHI	05-04-1962		NCTPS I
4	K.JEEVARATHINAM	15-06-1962		CHENNAI EDC/SOUTH-I
5	R.SARADHA	11-06-1973		CUDDALORE EDC
6	P.KALAICHELVI	12-07-1974		MTPS I
7	R.VIJAYA ALAGAMMAL	18-06-1972		UPPER STPP / RAMNAD
8	N.SHANMUGAPRIYA	21-12-1973		TIRUNELVELI EDC
9	V.R.HARIDOSS	02-05-1965		T.T.P.S
10	G.RAJENDRAN	07-06-1966		COIMBATORE EDC /SOUTH
11	C.R.PREMANANDAN	23-05-1969		GCC/ COIMBATORE
12	C.KUMARAVEL	10-04-1968		MTPS I
13	R.ASEENA BEE	21-06-1974		CUDDALORE EDC
14	A.MURUGESAN	15-07-1974		DINDIGUL EDC
15	K.RAJAN	17-05-1962		COIMBATORE EDC / METRO
16	G.RAMASWAMY	29-03-1967		CFC OFFICE / CHENNAI
17	E.CATHERINE MANGALAVATHANI	21-04-1967		CUDDALORE EDC
18	S.SHAKILA	20-04-1970		SE/ELEC. /PROJ.TH/HYDRO
19	P.ABARNA	20-04-1971		ERODE EDC
20	A.SANTHOSHKUMAR	02-06-1971		COIMBATORE EDC /NORTH

<b>SL.NO</b>	<b>NAME OF THE A.A.O</b>	<b>DATE OF BIRTH</b>	<b>DATE OF JOINING OF A.A.O</b>	<b>PRESENT CIRCLE</b>
21	G.RAMACHANDRAN	20-02-1972		ERODE EDC
22	R.NAGAMANI	08-01-1974		TRICHY EDC / METRO
23	P.MANJULA	20-07-1971		UDUMALPET EDC
24	M.LAKSHMI	10-04-1972		UDUMALPET EDC
25	A.VIJAYALAKSHMI	11-03-1974		PALLADAM EDC
26	T.ANANDHI	25-04-1974		UDUMALPET EDC
27	B.MOHAMED NIMZAN	01-05-1974		GEN. CIRCLE/KADAMBARAI
28	M.RAJKUMAR	20-03-1975		DINDIGUL EDC
29	V.NIRMALA	01-11-1970		VELLORE EDC
30	G.SUNDARAMOORTHY	04-03-1962		SE/COAL / CHENNAI
31	A.VADAMALAI	13-04-1968		CFC OFFICE / CHENNAI
32	R.DHAVAMANI	12-07-1971		KALLAKURICHI EDC
33	P.RAMA GURUNATHAN	19-04-1973		UDUMALPET EDC
34	T.PALANISELVAM	26-05-1973		VGTPS/RAMNAD
35	M.MUNIYASAMY	10-07-1973		MADURAI EDC
36	K.MUTHUPANDI	01-05-1966		MADURAI EDC
37	M.PETCHIMUTHU	24-01-1968		MADURAI EDC
38	G.NARAYANAN	11-07-1972		TRICHY METRO
39	P.PRABHU	14-05-1969		DINDIGUL EDC
40	K.BALAMURUGAN	16-05-1969		SALEM EDC
41	G.SEETHA	29-11-1970		VIRUDHUNAGAR
42	E.MAHESH	28-05-1972		P&C / COIMBATORE

Sd/-\*\*\*13.02.2020  
SUPERINTENDENT