

Subject:

29.

Reference:

The submission dt. 06/08/2012 from Smt. Shileenu, L.D. Clerk in this office and report from P.W. publicity officer, SPB dt. 15/12/2012 for declaring the probation placed may please be seen.

30.

Smt. Shileenu has joined as L.D. Clerk in this PPO, Thiruvananthapuram on F.N. of 04/08/2010. And her appointment has been regularised G.O. of 04/08/2010. Nucleo order No. E3-5345/10/SPB dt. 07/12/2011. She has not availed any kind of leave that affects the probation declaration. As such she completes the prescribed period of probation on the AN of 03/08/2010.

31.

Smt. Shileenu has qualified MOP during the probation period. Her name has been enrolled in GHS, SHS and GPF scheme. In the circumstances the probation of Smt. Shileenu in the cadre of L.D. Clerk may be declared on the F.N. of 04/08/2012.

32.

Draft order put up for approval

20/12/12

21/8/12

20/12/12

21/12/12

20/12/12

SS
Shale

SPB

33.

The submission dt. 24/07/2013 from Sri. Hanuman M, clerk in this office placed on file for perusal be given.

34.

Sri. Hanuman M. has joined as clerk in the state Planning Board, Thiruvananthapuram on the P.N of 22/07/2013 and his appointment has been regularised on 22/07/2013 vide order no. 23-4793/09/SB dt. 25/07/2012. He has not availed any kind of leaves that effect the probation declaration. As such he completes the prescribed period of probation on the P.N of 22/07/2013.

but he participated one day strike for 21.08.2012 treated as decision.

35.

Sri. Hanuman has qualified for Moprah during the probation period. His name has been enrolled in GIS, GLT and GPF Scheme. For the completion of the probation of Sri. Hanuman in this office. And the clerk has been declared as regular on the P.N of 22/07/2013.

36.

Next order put up for approval

~~24/8/13~~

24/8/13

24/8/13

A/A

24/8/13

24/8/13

Syao

Dept.

Section :

Subject :

Reference :

37.

The letter No. E2.925/2011/PPM dt 18/06/2013 from the District Planning Officer, Thiruvananthapuram, has been received.

38.

Sri. Rakesh R has joined duty as L.D. Clerk in the District Planning Office, Thiruvananthapuram on the P.N. of 02/06/2011 and his appointment has been regularised w.e.f. 02/06/2011 vide order No. E2.4793/09/PPB dt. 26/09/2013. He has not availed any kind of leave that affect the probation declaration. He has to complete the prescribed period of probation on the P.N. of 02/06/2013.

39.

Sri. Rakesh R has qualified MOP during the probation period. His name has been enrolled in GII, SII and GPF scheme. In the circumstances the probation of Sri. Rakesh R in the cadre of Clerk may be declared on the P.N. of 02/06/2013.

40.

Draft order put up for approval

02/04.

4
3/9/13

Sr.
3/9

AA

04

3/9/13
S.A.D.

4

11.0.03
(i/c)

10

Dept.
Section:

Subject:

Reference:

43.

The Lr. No. E1-2210/2012/PPD/PTA dt. 20/11/2013 from the District Planning Officer, Pathanamthitta placed many pleas to be seen.

44.

Smt. Soumini Devi. R has joined as L.P. clerk in the State Planning Board, Thiruvananthapuram on the FN. of 09.11.2011 and her appointment has been regularized w.e.f. 09.11.2011 vide order E3-4793/09/SPB dt. 23.07.2014. She has not availed any kind of leave that affect the probation declaration. As such she complete the prescribed period of probation on the FN of 09.11.2013.

45.

Smt. Soumini Devi has qualified MOP during the probation period. Her name has been enrolled in GHS, GPF and A.I. scheme. In the circumstances the probation of Smt. Soumini Devi. R in the cadre of clerk may be declared on the FN of 09/11/2013.

Draft Proceedings ^{o/c to PPD} put up for approval.

25/11/14

5/2

25/11/14

Approved

25/11/14

25/11/14

SrAO

46. The Lx.No. S1-340/2012/PPD/KKD dt. 25/11/2014 from the District Planning Officer, Kozhikode placed may please be seen.

Sri. Rajesh. T has joined as L.D. Clerk in the District Planning Officer, Kozhikode on the F.N of 15-01-2012 and his appointment has been regularized w.e.f 15-01-2012 vide officer order S3-4793/09/PPB dt. 16-01-2015. He has taken half pay leave for 17 days that affect probation declaration. As such he complete the prescribed period of probation on the F.N of 06-03-2014

47. Sri. Rajesh. T has qualified MOP during the probation period. His name has been enrolled in GIS, GPF and SLI. In the circumstances the probation of Sri. Rajesh. T, Clerk in the cadre of clerk may be declared on the F.N of 06-03-2014

48. Dist. proceedings & C/L to DPO put up for approval

17/01

17/1/15

17/1/15

AA

17/1/15

17/1/15

Sw/A

Sw/A

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(*) ദേശീയതയുടെ നയം.

21/07/17

~~AA~~
~~U~~
~~21/2/15~~

S.A.O C/10

25/8/12

~~9/2~~
F3

912

- 1 -

Submitted

I am submitting herewith the
HOP, BCom & Mom for necessary action. I humbly
request that steps may be taken to
enter this certificate in my Service Register
and also to declare my probations.

R
2/2/2010

Patton

2-02-10

Soni Bisni Francis

SONI BISNI FRANCIS

L.D.C

State Planning Board

- 2 -



PROCEEDINGS OF THE SENIOR ADMINISTRATIVE OFFICER,
STATE PLANNING BOARD, THIRUVANANTHAPURAM

Sub: - State Planning Board - Establishment - Periodical Increment-
Smt. Sonia Bisni Francis, LDC, SPB - Sanctioned - Orders issued.

ORDER No: E3-912/2010/SPB DATED: 04.02.2010

Smt. Sonia Bisni Francis, L.D.Clerk, State Planning Board, Thiruvananthapuram is sanctioned 2nd periodical increment with effect from 03.02.2010 as shown below.

Scale of Pay	Present Pay	Rate of Increment	Future Pay
5250-130-5510-140-5930-150-6680-160-7480-170-7990-200-8390	5380/-	130/-	5510/-

Sd/-

S.MOHAN
Senior Administrative Officer

To

Smt. Sonia Bisni Francis, L.D.C, SPB

Copy to

1. Account Section
2. Office copy/Stock file

Forwarded/By Order

Junior Superintendent

Draft

Proceedings of the Senior Administrative
Offices - State Planning Board, Thiruvananthapuram ✓

Sub: SPB-EST - periodical increment -
Smt Sonia Bisni Francis, HDC, SPB -
Sanctioned - orders issued - reg. ✓

Order No E3-942/2010/SPB dt - 02-2010

Smt Sonia Bisni Francis, State
Planning Board, Thiruvananthapuram is
sanctioned 2nd periodical increment
with effect from 3.2.2010 as shown
below ✓

Scale of pay	Present pay	Rate of increment	Future pay
5250-130-5510-140-			
5930-150-6680-160-	5380	130 ✓	5510 ✓
7480-170-7990-200-	✓		
8390 ✓			

S. Mohan

3/2/2010

To

Smt Sonia Bisni Francis ✓

Senior Administrative Officer

Copy to,

1. The Account Section

2. Office copy / stock file

3/2

Draft

Proceedings of the Senior Administrative Officer
State Planning Board, Thiruvananthapuram ✓

Sub: SPB - ESTT - Declaration of probation -
Smt Sonia Bisni Francis - TDC, SPB -
sanctioned reg: ✓

Read - This office proceedings No E3-926/07/SPB
dated 29.11.07 ✓

Order No E3-912/2010/SPB dt - 02.2010.

Smt Sonia Bisni Francis, State
Planning Board, Thiruvananthapuram
is hereby declared to have satisfactorily
completed the prescribed period of probation
in the cadre of Junior Division clerk
w.e.f. the FN of 3.02.2010 ✓

S. Mohan
3/2/10

Senior Administrative Officer

To:

Smt Sonia Bisni Francis, LD clerk ✓

Copy to:

1. The Accounts Section ✓

2. office copy / stock file ✓

3/2/2010

3/2



PROCEEDINGS OF THE SENIOR ADMINISTRATIVE OFFICER,
STATE PLANNING BOARD, THIRUVANANTHAPURAM

Sub: - State Planning Board - Establishment - Declaration of probation -
Smt. Sonia Bisni Francis, LDC, SPB - Sanctioned - Reg.

Ref: - This office proceedings No. E3-926/07/SPB dtd 29.11.07.

ORDER No: E3-912/2010/SPB DATED: 04.02.2010

Smt. Sonia Bisni Francis, L.D.Clerk, State Planning Board, Thiruvananthapuram is hereby declared to have satisfactorily completed the prescribed period of probation in the cadre of Lower Division Clerk with effect from the F.N. of 03/02/2010.

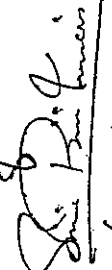
Sd/-
S.MOHAN
Senior Administrative Officer

To
Smt. Sonia Bisni Francis, L.D.C, SPB

Copy to
1. Account Section
2. Office copy/Stock file

Forwarded/By Order


Junior Superintendent

Received Certificate

4-02-10



KERALA PUBLIC SERVICE COMMISSION

DEPARTMENTAL TESTS

CERTIFICATE

No. 32685

C.No. 325/10
Serial No. MOR

Certified that Shri/Smt. SONIA BISNI FRANCIS

has passed the Manual of Office Procedure Test conducted by the Kerala Public Service Commission as per the details given below:

Subject

Year of Test

Register No.

Manual of Office Procedure for
use in Offices other than Secretariat

1/09

1998

Office of the Kerala
Public Service Commission,
Thiruvananthapuram.

Dated 20-1-10

Chandrabella

UNDER SECRETARY
(DEPARTMENTAL TESTS)

KERALA PUBLIC SERVICE COMMISSION.





- 15 -

KERALA PUBLIC SERVICE COMMISSION

DEPARTMENTAL TESTS

CERTIFICATE

No. 4506/09

Serial No. MOP. 30111

Certified that Shri/Smt. Nirbhila V.

has passed the Manual of Office Procedure Test conducted by the Kerala Public Service Commission as per the details given below:

Subject

Year of Test

Register No.

Manual of Office Procedure for use in
Offices other than Secretariat

07/07

2448

Office of the Kerala
Public Service Commission
Thiruvananthapuram

Chandrasekhar

UNDER SECRETARY
(DEPARTMENTAL TESTS)
KERALA PUBLIC SERVICE COMMISSION

Dated. 30/03/09



Bgm

Draft

Proceedings of the Senior Administrative Officer
State Planning Board, Thiruvananthapuram

Sub: SPB - ESTI - Declaration of Probation - ✓
Smt Nikhila V - LDC, SPB - Sanctioned - reg

Read: This office proceedings No E3-926/07/SPB
dated 28/5/2007 ✓

Order No E3-912/2010/SPB dt 10/5/2010

Smt. Nikhila V, LDC clerk, State Planning
Board Thiruvananthapuram is hereby
declared to have satisfactorily completed
the prescribed period of probation in
the cadre of Lower Division clerk
w.e.f. the F.N of 14-02-2009 ✓

R. PREMACHANDRAN NAIR

Senior Administrative Officer

To Nikhila V: LDC clerk ✓

Copy to

1. The Accounts section ✓
2. office copy / stock file ✓

MOP certificate received
Nikhila
No 04/05/2010

FCD
A/5/2010

30/4/2010

JA
3/5

Draft - 19 -

Proceedings of the Senior Administrative officer
state planning Board, Thiruvananthapuram

Sub state planning Board - Estt - periodical
increment - Smt Nikhila V, LD clerk -
state planning Board - Sanctioned -
Orders issued - reg. ✓

Ref.:

Order No E3 - 912/2010/SPB Dtd 1/5/2010

The periodical increments for the
following periods sanctioned to
Smt Nikhila V, LD clerk, state planning
Board as shown below ✓

Scale of Pay	Periodical increment w.e.f.	Present Pay	Rate of increment	Future Pay
5250-130-5510- 140-5930-150- 6680-160-7480 170-7990-200 8390 ✓	1/1/2009	5380	130	5510 ✓
	1.2.2010	5510	140	5650 ✓

FCD
A/5/2010

+

30/4/2010

A

3/5

R. PREMA CHANDRAN NAIR
Senior Administrative officer

To, Nikhila V, LD clerk

Copy to Accounts section
stock file 10/c



**PROCEEDINGS OF THE SENIOR ADMINISTRATIVE OFFICER,
STATE PLANNING BOARD, THIRUVANANTHAPURAM**

Sub: - State Planning Board - Establishment - Declaration of probation -
Smt. Nikhila.V, LDC, SPB - Sanctioned - Reg.

Ref: - This office proceedings No. E3-926/07/SPB dtd 22.05.07.

ORDER No: E3-912/2010/SPB DATED: 03.05.2010

Smt. Nikhila.V, L.D. Clerk, State Planning Board, Thiruvananthapuram is hereby declared to have satisfactorily completed the prescribed period of probation in the Cadre of Lower Division Clerk with effect from the F.N. of 13/02/2009.

Sd/-

R. PREMACHANDRAN NAIR
Senior Administrative Officer

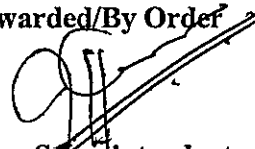
To

Smt. Nikhila.V, L.D.Clerk

Copy to

1. Account Section
2. Office copy/Stock file

Forwarded/By Order


Junior Superintendent

olc



PROCEEDINGS OF THE SENIOR ADMINISTRATIVE OFFICER,
STATE PLANNING BOARD, THIRUVANANTHAPURAM

Sub: - State Planning Board - Establishment - Periodical increment -
Smt. Nikhila.V, L.D. Clerk, State Planning Board - Sanctioned -
Orders issued.

ORDER No: E3-912/2010/SPB DATED: 03.05.2010

The Periodical increment for the following periods sanctioned to Smt. Nikhila.V,
L.D. Clerk, State Planning Board as shown below.

Scale of Pay	Periodical Increment w.e.f	Present Pay	Rate of Increment	Future Pay
5250-130-5510-140-5930- 150-6680-160-7480-170- 7990-200-8290	13.02.2009	Rs.5380/-	Rs.130/-	Rs.5510/-
	01.02.2010	Rs.5510/-	Rs.140/-	Rs.5650/-

Sd/-
R. PREMACHANDRAN NAIR
Senior Administrative Officer

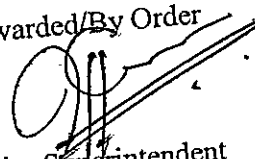
To

Nikhila.V, L.D. Clerk

Copy to:

Accounts Section
Stock File & Office Copy

Forwarded/By Order


Junior Superintendent

x.

o/c



PROCEEDINGS OF THE SENIOR ADMINISTRATIVE OFFICER,
STATE PLANNING BOARD, THIRUVANANTHAPURAM

Sub: - State Planning Board - Establishment - Declaration of probation -
Smt. V.Rajeswari, LDC, DPO, Palakkad - Reg.

Ref: - This office proceedings No. E3-926/07/SPB dtd 31.10.2007.

ORDER No: E3-942/2010/SPB DATED: 06.05.2010

Smt. V.Rajeswari, L.D. Clerk, District Planning Office, Palakkad is hereby declared to have satisfactorily completed the prescribed period of probation in the Cadre of Lower Division Clerk with effect from the F.N. of 14/11/2009.

Sd/-
R. PREMACHANDRAN NAIR
Senior Administrative Officer

To
Smt. V.Rajeswari, L.D.Clerk, DPO, Palakkad

Copy to
1. The District Planning Officer, Palakkad
2. Office copy/Stock file

Forwarded/By Order

Junior Superintendent



STATE PLANNING BOARD

NO.E3.912/2010/SPB.

Pattom Palace.P.O,
Thiruvananthapuram.
Dated,05-05-2010.

From

The Member Secretary.

To

The District Officer,
District Planning Office,
Palakkad. ✓

Sir,

Sub:-State Planning Board – Establishment - Smt.V.Rajeswari - L.D.Clerk
- Service Book– Returning - reg: ✓
Ref:-Your letter No.E2-633/10/DPO/PKD. Dated, 25-03-2010. ✓

I am sending the Service Book and proceedings in respect of
Smt.V.Rajeswari, L.D.Clerk, District Planning Office, Palakkad. ✓

The receipt of Service Book may please be acknowledged. ✓

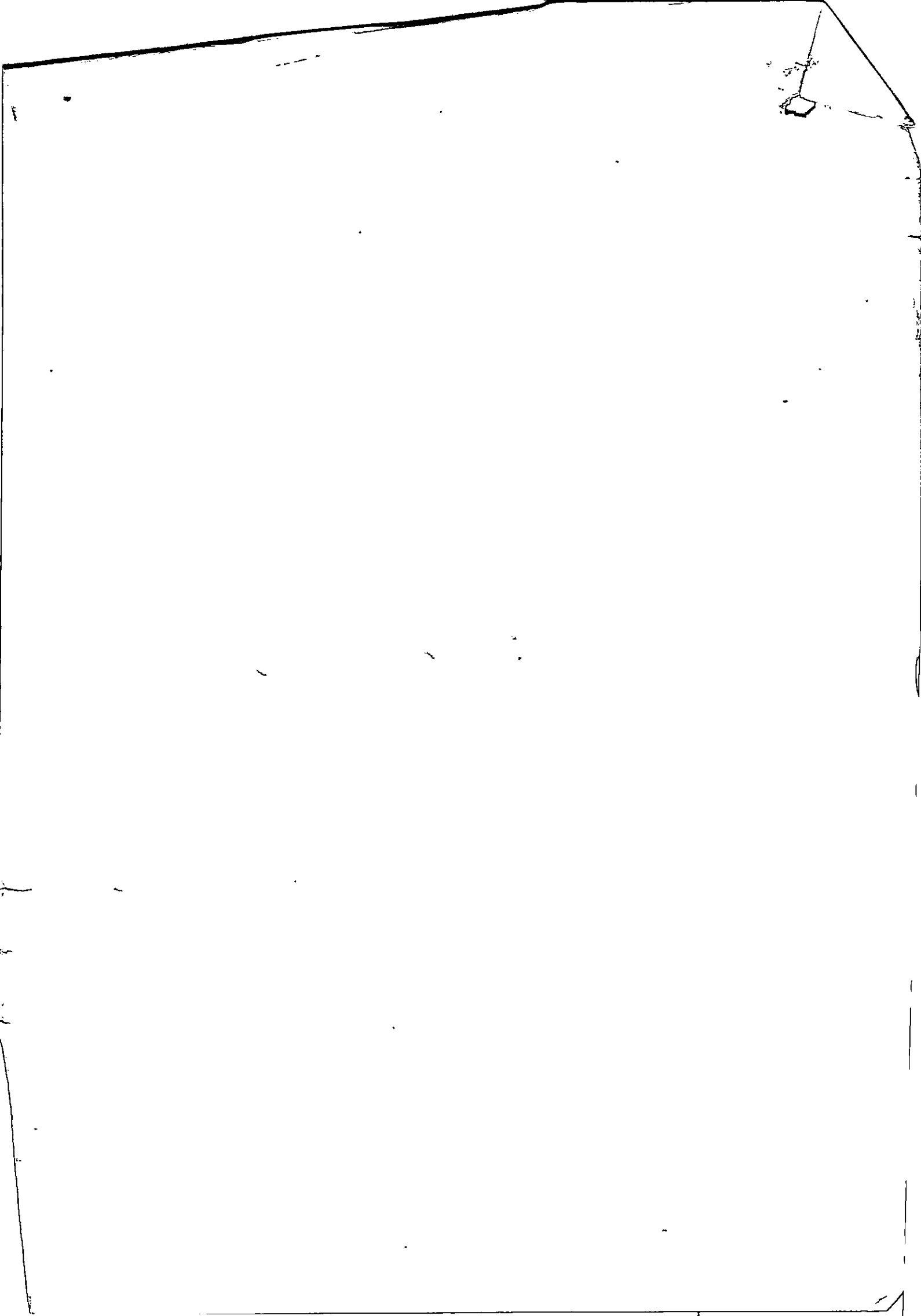
Yours faithfully,


For Member Secretary

Encl:

- 1.Service Book
- 2.Order No.E3-912/2010/SPB. dtd 06-05-10.

AM
7/5



33 a
Registered with RD.

4558

നമ്പർ: ഇ - 2056/07/ഡിപിഒ/വയനാട്

ജില്ലാ പ്ലാനിംഗ് ഓഫീസ്,
വയനാട്, തീയതി: 16.06.10,
ഫോൺ: (04936) 202626.

പ്രേക്ഷിതൻ

ജില്ലാ പ്ലാനിംഗ് ഓഫീസർ

സ്വീകർത്താവ്

മെമ്പർ സെക്രട്ടറി
സംസ്ഥാന ആസൂത്രണ ബോർഡ്,
തിരുവനന്തപുരം.



സർ,

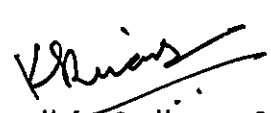
വിഷയം:- ഭരണ വിഭാഗം - ജില്ലാ പ്ലാനിംഗ് ഓഫീസ്, വയനാട് -
ശ്രീമതി. പ്രതിഭ. എസ്സ്, എൽ.ഡി.സി - പ്രോഗ്രാമേഷൻ
ഡിക്ടേയർ ചെയ്യുന്നത് - സംബന്ധിച്ച്.

സൂചന:-(1) ഉത്തരവ് നമ്പർ: ഇ3-926/07/എസ്.പി.ബി തീയതി: 17.01.08.

(2) 15.06.10 ലെ ശ്രീമതി. പ്രതിഭ. എസ്സ്, എൽ.ഡി.സി യുടെ
സമർപ്പണം.

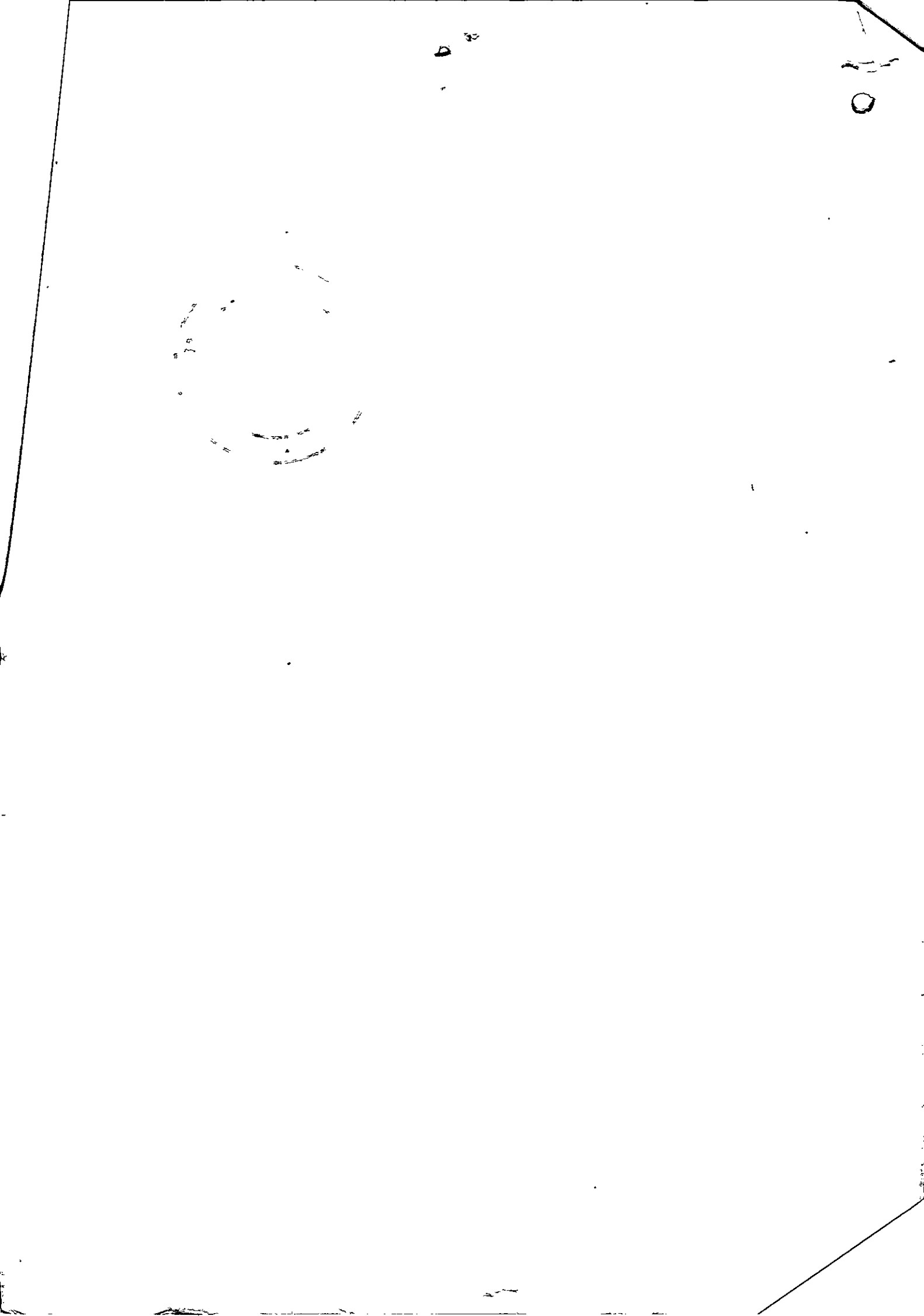
63
21/6
ഈ ഓഫീസിലെ എൽ.ഡി. ക്കാർക്കായ ശ്രീമതി. പ്രതിഭ.എസ്സ് സൂചന (1)
ഉത്തരവ് പ്രകാരം ജോലിയിൽ പ്രവേശിച്ചിട്ട് 28.01.2010 ന് രണ്ട് വർഷം
തികഞ്ഞിട്ടുള്ളതാണ്. ശ്രീമതി. പ്രതിഭ.എസ്സ് എം.ഒ.പി യും, അക്കൗണ്ട് ടെസ്റ്റ്
ലോവറും പാസ്സായിട്ടുള്ളതിനാൽ അവരുടെ പ്രോഗ്രാമേഷൻ ഡിക്ടേയർ
ചെയ്യുന്നതിനു വേണ്ടി സർവ്വീസ് ബുക്കും പുരിപ്പിച്ച പ്രഫോർമയും ഇതോടൊപ്പം
തുടർ നടപടികൾക്കായി അയയ്ക്കുന്നു.

വിശ്വസ്തതയോടെ


ജില്ലാ പ്ലാനിംഗ് ഓഫീസർ

ഉള്ളടക്കം:

- 1) സർവ്വീസ് ബുക്ക്
- 2) പ്രഫോർമ



DECLARATION OF PROBATION

1. Name : PRATHIBHA.S
2. Designation : L.D.C.
3. Scale of Pay : 5250-8390
4. Period of Probation : 24ms.
5. No. and Date of Order of appointment to the present post : Order NO: E3-926/07/SPB dtd 17.1.08 of the Member Secretary, State Planning Board.
6. Date of commencement of continuous service in the post : 28.01.2008.FN
7. Date of commencement of the probation : 28.01.2008 FN.
8. Details of leave taken during the probation period : NO.
9. Normal date of completion of probation : 27.01.2010.
10. Tests to be passed during the probation and date of passing the tests. : MOP - 1/09 Reg NO: 26982.
Account Test Lower: Passed, - Certificate not received
11. Report about the work and conduct of the Officer : Good
12. Whether Service Book/Confidential Report enclosed : Service Book enclosed.

[Signature]
 DISTRICT PLANNING OFFICER
 DISTRICT PLANNING OFFICE
 WAYANAD - KALPETTA



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8/2/10

4844

നമ്പർ: ഇ - 2056/07/ഡിപിഒ/വയനാട്



പ്രേക്ഷിതൻ

ജില്ലാ പ്ലാനിംഗ് ഓഫീസർ

സ്വീകർത്താവ്

മെമ്പർ സെക്രട്ടറി
സംസ്ഥാന ആസൂത്രണ ബോർഡ്
തിരുവനന്തപുരം.

സർ,

E3
8/2/10

വിഷയം:- ഭരണ വിഭാഗം - ജില്ലാ പ്ലാനിംഗ് ഓഫീസ്, വയനാട് -
ശ്രീമതി. പ്രതിഭ.എസ്സ്, എൽ.ഡി.സി - ജി.ഐ.എസ്,
എസ്.എൽ.ഐ - വിശദാംശങ്ങൾ - അയയ്ക്കുന്നത് -
സംബന്ധിച്ച്.
സൂചന:- 16.06.10 ലെ ഈ ഓഫീസിൽ നിന്നുള്ള ഇതേ നമ്പർ കത്ത്.

സൂചന കത്ത് പ്രകാരം ഈ ഓഫീസിലെ എൽ.ഡി. ക്ലർക്കായ ശ്രീമതി. പ്രതിഭ. എസ്സിന്റെ സർവ്വീസ് ബുക്ക് പ്രൊബേഷൻ ഡിക്ളയർ ചെയ്യുന്നതിനായി അയച്ചിരുന്നു. മേൽ സർവ്വീസ് ബുക്കിൽ എസ്.എൽ.ഐ യുടെയും ജി.ഐ.എസ്സിന്റേയും വിശദാംശങ്ങൾ ചേർത്തിരുന്നില്ല. ശ്രീമതി. പ്രതിഭ.എസ്സ് 2008 ഏപ്രിൽ മാസം മുതൽ എസ്.എൽ.ഐ. പോളിസിയിലും 9/08 മുതൽ ജി.ഐ.എസ് പോളിസിയിലും ചേർന്നിട്ടുണ്ട്. ആയതിന്റെ നമ്പറുകൾ താഴെ കൊടുക്കുന്നു.

- 1) എസ്.എൽ.ഐ: KSID/LI/810855445 @ 300
- 2) ജി.ഐ.എസ്: WYD 12080697 @ 150

വിശ്വസ്തതയോടെ

ജില്ലാ പ്ലാനിംഗ് ഓഫീസർ

Sub: spB - Estt - Declaration of Probation
Sd. prathibha S, KDC, District planning
office, wayanad - sig ✓

Order No E3-912/2010/SpB dt. 7/06/2010.

✓ S. 7 p 10
A. S. S.
The machandran Nair

Seniors Administrative Officer
(C/c)

To,
Smt prathibha. S.
KD clerk, DPO, wayanad

Copy to.

1. The District planning officer
Wayanada;
2. Stock file / etc

FCP
13/7/2010

28/6/200

Aspb



PROCEEDINGS OF THE SENIOR ADMINISTRATIVE OFFICER,
STATE PLANNING BOARD, THIRUVANANTHAPURAM

Sub: - State Planning Board - Establishment - Declaration of probation -
Smt. Prathibha.S, LDC, District Planning Office, Wayanad - reg.

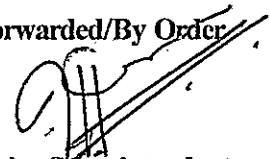
Ref: - This office proceedings No. E3-926/07/SPB dtd 22.09.2008.

ORDER No: E3-912/2010/SPB DATED: 07.07.2010

Smt. Prathibha.S, Lower Division Clerk, District Planning Office, Wayanad is hereby declared to have satisfactorily completed the prescribed period of probation in the Cadre of Lower Division Clerk with effect from the F.N. of 27/01/2010.

Sd/-
R. PREMACHANDRAN NAIR
Senior Administrative Officer

To
Smt. Prathibha.S, L.D.Clerk, DPO, Wayanad
Copy to
1. The District Planning Officer, Wayanad
2. Office copy/Stock file

Forwarded/By Order

Junior Superintendent

x
o/c

43
Draft

State planning Board.

No E3-912/2010/SPB

Pillai Palace P.O
Thiruvananthapuram
Dated 16/06/2010.

From,

The Member Secretary

To,

The District planning officer
District planning office
Wayanad. ✓

Sir,

Sub:- SPB - Estt - Smt prathibha .S - HD desk -
Service Book - Relinquishing - sg. ✓

Ref: Your letter dated No E-2056/07/DPO/Wayanad
dated 16-06-2010 ✓

I am relinquishing the service Book
and proceeding on to Smt prathibha .S
HD desk .DPO wayanad. ✓

The receipt of service Book may please
be acknowledged ✓

Yours Faithfully
For Member Secretary

Encl.

1. Service Book

2. Order No E3-912/2010/SPB dt 16/06/2010

PCD
1317/2010

28/6/2010

28/6



STATE PLANNING BOARD

No: E3-912/2010/SPB

Pattom Palace P.O.
Thiruvananthapuram
Dated: 07.07.2010

From

The Member Secretary

To

The District Planning Officer,
District Planning Office
Wayanad.

Sir,

Sub:-State planning Board - Establishment - Smt. Prathibha.S ,
L.D. Clerk - Service Book - Returning - reg:

Ref:-Your letter dated No.E-2056/07/DPO/Waynad.
Dated, 16-06-2010.

.....

I am returning the Service Book and proceeding in respect of
Smt. Prathibha.S, Lower Division Clerk, District Planning Office, Waynad.

The receipt of Service Book may please be acknowledged.

Yours Faithfully

For Member Secretary

Encl:

1. Service Book
2. Order No.E3-912/2010/SPB. Dated 07-07-2010

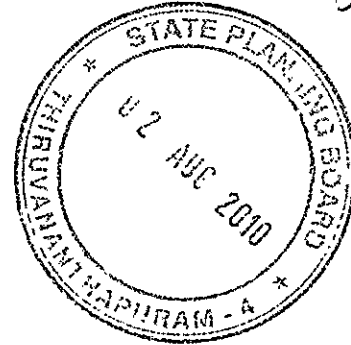
o/c

No. E1-1100/08/DPO/MPM

District Planning Office,
Malappuram
Dated : 30-07-2010.

From
District Planning Officer,
Malappuram

To
The Member Secretary,
State Planning Board,
Pattom (PO)
Thiruvananthapuram



Details of
ShS & G/S
registered
over phone
DPO

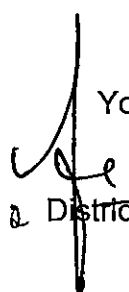
Sir,

Sub: Estt -District Planning Office, Malppuram-Declaration of Probation Sri.
Prakash. K.N., L D Clerk – Reg.

I am hereby forwarding the Service book and duly filled in Proforma in respect of Sri. Prakash. K.N., L D Clerk of this office for the declaration of probation on completion of two years continuous service in the cadre of Lower Division Clerk.

In this connection, I request that necessary action may kindly be initiated for the declaration of probation of Sri. Prakash. K.N., L D Clerk in the cadre of Lower Division Clerk at an early date.

Yours faithfully,


District Planning Officer

Encl: 1. Service Book (One No)
2. Proforma

47
8
2/8/10

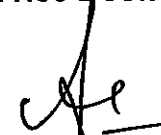
5588

E3
3/8

Performa for the Declaration of Probation

1. Name : Prakash. K.N.
2. Designation : Lower Division Clerk
District Planning Office ,
Malappuram
3. Scale Of Pay : Rs.5250-130-5510-140-
5390-150-6680-160-7480-
170-7990-200-8390
4. Period of probation : 2 Years within 3 Years
5. Number and date of Order of
appointment to the present post : Order No.E3-926/07/SPB
dated 24-07-08
6. Date of commencement of the
continuous service in the post : 30-07-2008
7. Date of commencement of the
probation : 30-07-2008 FN
8. Details of leave taken during the
probation period : NIL
9. Tests to be passed during the
probation and date of passing in the
test : MOP & Account Test(Lower)
January 2009
10. Normal date of completion of
probation - : 29-07-2010 A.N.
11. Report about the work and
conduct of the officer : Good.
12. Whether Service Book &
Confidential Report enclosed : Service Book enclosed

30.07.2010


District Planning Officer
Malappuram

- 51 -

Kind attention to Establishment J.S.

No.E1-1100/08/DPO/MPM

District Planning Office
Malappuram, 30-10-10.

From

The District Planning Officer
Malappuram

To

The Member Secretary,
State Planning Board,
Pattom, Thiruvananthapuram.

Sir,

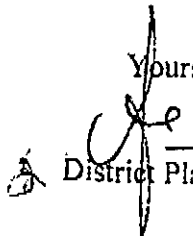
Sub: Establishment – District Planning Office, Malappuram – Sri. Prakash. KN,
LDC – Recording of SLI & GIS details in Service Book - Omission -Reg.

Ref: Telephone message dated 14.10.2010.

In response to the above, I may inform the admission numbers and dates of SLI and GIS in respect of Sri. Prakash. K.N. (L.D.Clerk) of this office for favour of further necessary action.

1. State Life Insurance No. KSID/LI/810847227 w.e.f 01/11/2008
2. Group Insurance Scheme No. 10091687 w.e.f 01/09/2009

Yours faithfully,


District Planning Officer

Proceedings of the S.A.O

Sub: SPB - Esta - Sri. Prakash. K.N,
LD Clerk - Declaration of Probation -
Orders issued ✓

Recd : Lr no. E1-1100/08/DPD/MPM dt
30/7/2010 and 30/10/2010 ✓

Order no. E3-912/2010/SPB dt ✓

Sri. Prakash. K.N, Lower Division
Clerk, District Planning Office, Malappur
am is hereby declared to have
satisfactorily completed the prescribed
period of probation in the case of
Lower Division Clerk with effect
from the date of 30/07/2010. ✓

9/11
R. Premachandran Naik
S.A.O

2/11
To
2/11
~~Sri~~ Sri. Prakash. K.N. LD Clerk

Copy to

The DPO, Malappuram C Service Book
of the incumbent enclosed ✓



PROCEEDINGS OF THE SENIOR ADMINISTRATIVE OFFICER,
STATE PLANNING BOARD, THIRUVANANTHAPURAM

Sub: - State Planning Board - Establishment - Sri. Prakash.K.N,
L.D. Clerk - Declaration of probation - Orders issued.

Ref: - Lr. No. E1-1100/08/DPO/MPM dtd 30.07.2010 & 30.10.2010.

ORDER No: E3-912/2010/SPB DATED: 09.11.2010

Sri. Prakash.K.N, Lower Division Clerk, District Planning Office, Malappuram
is hereby declared to have satisfactorily completed the prescribed period of probation in
the Cadre of Lower Division Clerk with effect from the F.N of 30.07.2010.

Sd/-

R. PREMACHANDRAN NAIR
Senior Administrative Officer

To

Sri. Prakash.K.N, L.D. Clerk

Copy to

The DPO, Malappuram (Service Book of the incumbent enclosed)

Forwarded/By Order

Junior Superintendent

Regd/AD

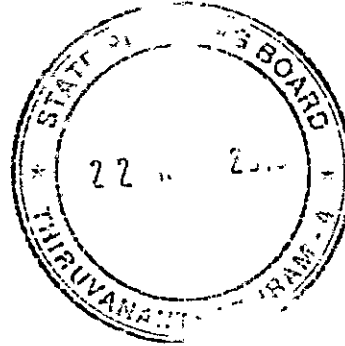
E1-1127/2009/DPO/KLM

DISTRICT PLANNING OFFICE

KOLLAM Date 20.11.2010

The District Planning Officer
Kollam

8252



The Senior Administrative Officer
State Planning board
Thiruvananthapuram

Sir,

Sub: - Establishment - District Planning Office-Sri.G.Suresh
Kumar,LDC-Declaration of probation -Proposal -
Forwarding -Regarding

Service Book of Sri.G.Suresh Kumar ,Lower Division Clerk
of this office is forwarded here along with the statement prepared in the
prescribed form for the declaration of his probation .

3
21/11
E3
23/11

Yours Faith Fully

A handwritten signature in black ink, appearing to be "Suresh", written over a horizontal line.

District planning Officer

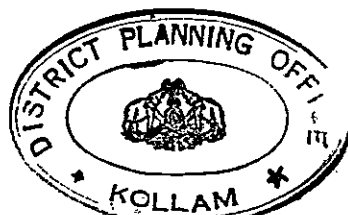
**STATEMENT FOR THE DECLARATION OF THE COMPLETION OF
PROBATION**

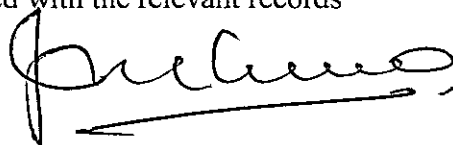
11. Name of Probationer : G.Suresh Kumar
12. Category of Post : Lower division Clerk
13. Number of Date of order of Appointment / Promotion : E3 926/07/SPB DTD 12.11.2008
14. Actual date of joining duty in which Probation is to be declared : 19.11.2008 FN
15. Number and Date of Order regularizing the Appointment : E3 926/07/SPB DTD 17.03.2009
6. Date on which the appointment regularized : 19.11.2008
7. Period of probation prescribed : Two Years
8. Particulars of probation prescribed : Two years regular service
Within three years
9. Other non-qualifying service, if any, with Details (Including days prefixed and Suffixed with leave) : Nil
12. Period of service in the category which Counts for probation (Only actual duty) : 19.11.2008 to 18.11.2010
11. Date of completion of probation : 18.11.2010
12. Details of punishment, if any, awarded During the period of probation : Nil
30. Number and Date of order as per which The individual deputed for training : NA
31. Date of commencement of Training and Date of completion of Training : NA
32. Whether passed Departmental Tests within The period of probation : Yes
33. **Details of obligatory Departmental tests passed**

Name of Tests and details of papers appeared	Date of Examinations in which he/she acquired the qualification(Paper-wise)	No.&Date of Certificates of Departmental Tests
01 Manual of Office Procedure	July 2009	11010/2010 Slno:34213 dtd 11.06.2010
02 Account test (Lower)	July 2009 & Jan/2010	11010/2010 Slno:ACL 54953 dtd 11.06.2010

34. Date of Birth (in X^{an} era) : 20.05.1972
- *35. Date of Retirement in the case of persons
Already retired : NA
36. Whether the period of probation was
Extended if so, details including No Date
Of order/proceedings : NA

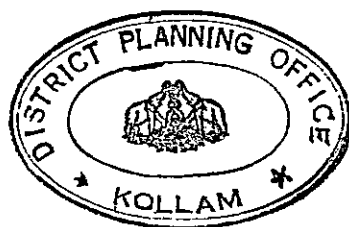
Certified that the above details have been verified with the relevant records
and found correct.

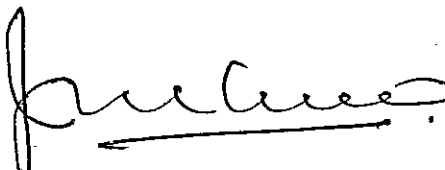



District Planning Officer

37. Recommendations of the District Planning Officer
(Work and Conduct)

Certified that the period of probation in respect of Sri: G.SureshKumar has
been completed w.e.f 18.11.2010. My opinion about his work, discipline and
conduct isgood.....and recommended/ for declaration of
probation.




District Planning Officer



State Planning Board

PROCEEDINGS OF THE SENIOR ADMINISTRATIVE OFFICER
STATE PLANNING BOARD, THIRUVANANTHAPURAM

Sub:- State Planning Board - Establishment - Declaration of Probation in the
Cadre of Lower Division Clerk - Orders issued. ✓

Ref:- Letter No.E1-1127/2009/DPO/KLM dated 20-11-2010 from the District
Planning Officer, Kollam ✓

Order No.E3-912/10/SPB Dated 1st November 2010

Sri. G. Suresh Kumar, Lower Division Clerk, District Planning Office,
Kollam is hereby declared to have satisfactorily completed the prescribed period
of probation in the cadre of Lower Division Clerk as detailed below:- ✓

Name & Designation	Date of Regularization	Date of Probation Declaration	Remarks
Sri. G. Suresh Kumar, Lower Division Clerk	19-11-2008 FN ✓	19-11-2010 FN ✓	Nil ✓

24/11
R. Premachandran Nair
Senior Administrative Officer

24/11
To

24/11
Sri. G. Suresh Kumar, Lower Division Clerk

Copy to:-

1. The District Planning Officer, Kollam(Service Book of the incumbent enclosed)
1. CA to Sr. Administrative Officer
2. Office Copy/Stock File.

Forwarded/By Order

Junior Superintendent



State Planning Board

PROCEEDINGS OF THE SENIOR ADMINISTRATIVE OFFICER
STATE PLANNING BOARD, THIRUVANANTHAPURAM

Sub:- State Planning Board - Establishment - Declaration of Probation in the
Cadre of Lower Division Clerk - Orders issued.

Ref:- Letter No.E1-1127/2009/DPO/KLM dated 20-11-2010 from the District
Planning Officer, Kollam

Order No.E3-912/10/SPB Dated 26th November 2010

Sri. G. Suresh Kumar, Lower Division Clerk, District Planning Office,
Kollam is hereby declared to have satisfactorily completed the prescribed period
of probation in the cadre of Lower Division Clerk as detailed below:-

Name & Designation	Date of Regularization	Date of Probation Declaration	Remarks
Sri. G. Suresh Kumar , Lower Division Clerk	19-11-2008 FN	19-11-2010 FN	Nil

Sd/-
R. Premachandran Nair
Senior Administrative Officer

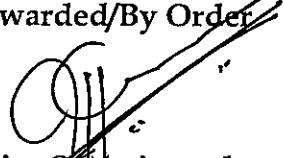
To

Sri. G. Suresh Kumar, Lower Division Clerk

Copy to:-

1. The District Planning Officer, Kollam(Service Book of the incumbent
enclosed)
2. CA to Sr. Administrative Officer
3. Office Copy/Stock File.

Forwarded/By Order


Junior Superintendent

6/10
2010

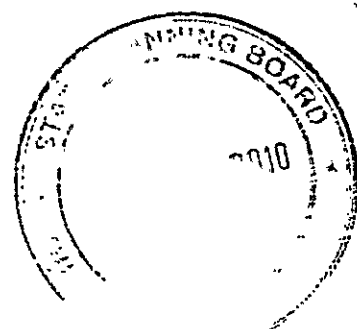
65

No.E.1248/08/DPO/IDK.

District Planning Office, Idukki.
Dated,07.12.2010.

From,
The District Planning Officer,
Idukki.

To,
The Member Secretary,
State Planning Board,
Thiruvananthapuram.

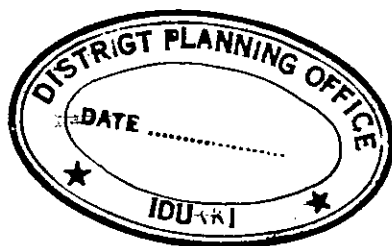


Sir,

Sub:- Estt - DPO -IDK - Sri. Jayakrishnan.R. LDC- declaration of probation - service Book
& proforma- forwarding of -Reg -

I am forwarding herewith the service book in respect of Sri. Jayakrishnan.R. LDC over Division
Clerk of this Office along with the proforma duly filled in for declaration of probation. Kindly
acknowledge the receipt of the service book

Yours faithfully



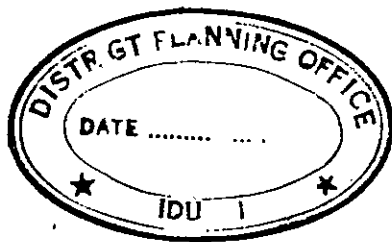
DISTRICT PLANNING OFFICER

Encl:- (1) Service Book-2 no's
(2) proforma -2 no's

3
10/12
E3

Performa For Declaration of Probation

1. Name : JAYAKRISHNAN.R
2. Designation : Lower Division Clerk
3. Scale of Pay : 5250-8390
4. Period of Promotion : 2 Years
5. Tests to be passed during Probation : Account Test (Lower) & MOP
Account Test (Higher)
6. No & Date of order of appointment to the present Post : PSC's Advice No.IDB (4) 381/05(16) Dt.29.09.08
and Order No E3-926/07/SPB Dt.15.10.2008 of Senior AO, SPB, TVPM.
7. Date of commencement of continuous Service in the post : 07.11.2008 FN
8. Date of Commencement of Probation : 07.11.2008 FN
9. Details of Leave taken during the Probation period : NIL
And date of passing in the test : July 2009 , January 2010 & July 2010.
10. Normal date of completion of Probation : 07.11.2010 FN
11. Report about the work and conduct of the officer : *good*
12. Whether Service book and confidential report enclosed : Service Book enclosed

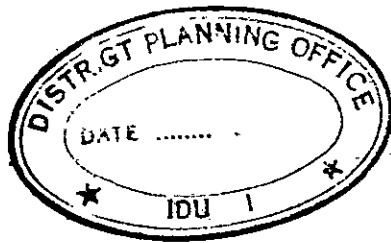


DISTRICT PLANNING OFFICER, IDUKKI

GA

Performa For Declaration of Probation

1. Name : JAYAKRISHNAN.R
2. Designation : Lower Division Clerk
3. Scale of Pay : 5250-8390
4. Period of Promotion : 2 Years
5. Tests to be passed during Probation : Account Test (Lower) & MOP
Account Test (Higher)
6. No & Date of order of appointment to the present Post : PSC's Advice No.IDB (4) 381/05(16) Dt.29.09.08
and Order No.E3-926/07/SPB Dt.15.10.2008 of
Senior AO, SPB, TVPM.
7. Date of commencement of continuous Service in the post : 07.11.2008 FN
8. Date of Commencement of Probation : 07.11.2008 FN
9. Details of Leave taken during the Probation period : NIL
And date of passing in the test : July 2009 , January 2010 & July 2010.
10. Normal date of completion of Probation : 07.11.2010 FN
11. Report about the work and conduct of the officer : *good*
12. Whether Service book and confidential report enclosed : Service Book enclosed



[Signature]
DISTRICT PLANNING OFFICER, IDUKKI

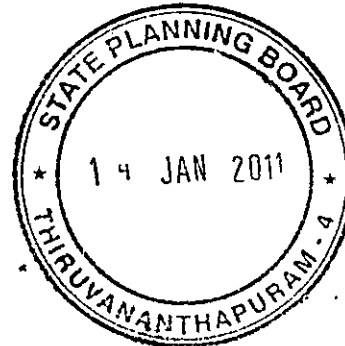
357

No.E. 1248/08/DPO/IDK

From

District Planning office,
Idukki. 13-01-2011.District Planning Officer.
Idukki.

To

The Member Secretary,
State Planning Board,
Thiruvananthapuram.

Sir,

Sub: - Estt-DPO-IDK- Sri. Jayakrishnan. R., Lower Division Clerk - details
of GPF, SLI, GI - forwarding of- reg.Ref: - (1) This office letter of even no. dt. 07-12-10.
(2) Phone Message from SPB TVM dated 11-01-2011.

In continuation of the letter cited, I am forwarding herewith the details of the
GPF, SLI, GI, in respect of Sri. Jayakrishnan. R., Lower Division Clerk of this office, for
the declaration of probation in the cadre of LDC.

Sl No.		Account. No.	Subscription amount	Remarks
1.	GPF	P. 338779	1000/-p.m	Deducted as per the LPC dt.12-12-08. received from Block Development Officer, Vamanapuram.
2.	SLI	860925392	200/-p.m.	deduction w.e.f. July 2009
3.	GIS	TVM.010605237	150/-p.m.	Deducted as per the LPC dt.12-12-08 received from BDO, Vamanapuram.

Yours faithfully

District Planning Officer.

3/11/11
E-3
13/1



State Planning Board

PROCEEDINGS OF THE SENIOR ADMINISTRATIVE OFFICER
STATE PLANNING BOARD, THIRUVANANTHAPURAM

Sub:- State Planning Board - Establishment - Declaration of Probation in the
Cadre of Lower Division Clerk - Orders issued. ✓

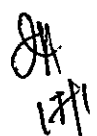
Ref:- Letter No.E-1248/2008/DPO/IDK dated 07-11-2010 from the District
Planning Officer, Idukki ✓

Order No.E3-912/10/SPB Dated 11th January 2011

Sri. Jayakrishnan.R, Lower Division Clerk, District Planning Office,
Idukki is hereby declared to have satisfactorily completed the prescribed period
of probation in the cadre of Lower Division Clerk as detailed below:- ✓

Name & Designation	Date of Regularization	Date of Probation Declaration	Remarks
Sri. Jayakrishnan.R, Lower Division Clerk	07-11-2008 FN y ✓	07-11-2010 FN ✓	Nil ✓


R. Premachandran Nair
Senior Administrative Officer


To
Sri. Jayakrishnan.R, Lower Division Clerk

Copy to:-

1. The District Planning Officer, Idukki (Service Book of the incumbent enclosed) ✓
2. CA to Sr. Administrative Officer ✓
3. Office Copy/Stock File.



State Planning Board

PROCEEDINGS OF THE SENIOR ADMINISTRATIVE OFFICER
STATE PLANNING BOARD, THIRUVANANTHAPURAM

Sub:- State Planning Board - Establishment - Declaration of Probation in the
Cadre of Lower Division Clerk - Orders issued.

Ref:- Letter No.E-1248/2008/DPO/IDK dated 07-12-2010 from the District
Planning Officer, Idukki

Order No.E3-912/10/SPB Dated 19th January 2011

Sri. Jayakrishnan.R, Lower Division Clerk, District Planning Office,
Idukki is hereby declared to have satisfactorily completed the prescribed period
of probation in the cadre of Lower Division Clerk as detailed below:-

Name & Designation	Date of Regularization	Date of Probation Declaration	Remarks
Sri. Jayakrishnan.R, Lower Division Clerk	07-11-2008 FN	07-11-2010 FN	Nil

Sd/-

R. Premachandran Nair
Senior Administrative Officer

To

Sri. Jayakrishnan.R, Lower Division Clerk

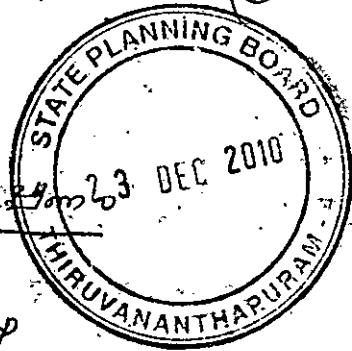
Copy to:-

1. The District Planning Officer, Idukki(Service Book of the incumbent
enclosed)
2. CA to Sr. Administrative Officer
3. Office Copy/Stock File.

Forwarded/By Order

Junior Superintendent

21-9027



നമ്പർ 23 DEC 2010

ജന. മോ

20.1.2009ൽ ജൻ വി. മൂർത്താലി

ജന. മോ. ജോലിയിൽ പ്രവേശിച്ചു.

ജന. മോ. ജോലിയിൽ വി. മൂർത്താലി.

ജന. മോ. ജോലിയിൽ വി. മൂർത്താലി.

ജന. മോ. ജോലിയിൽ വി. മൂർത്താലി.

ജന. മോ. ജോലിയിൽ വി. മൂർത്താലി.

5/23/12

23/12

23.12.2010.

വി. മോ. ജോലിയിൽ വി. മൂർത്താലി.
ജന. മോ. ജോലിയിൽ വി. മൂർത്താലി.
ജന. മോ. ജോലിയിൽ വി. മൂർത്താലി.

E3
23/12



PROCEEDINGS OF THE SENIOR ADMINISTRATIVE OFFICER
STATE PLANNING BOARD, THIRUVANANTHAPURAM

Sub: - State Planning Board - Establishment - Sri.Visakh.S.J, Lower Division Clerk, State Planning Board, Thiruvananthapuram - Declaration of satisfactory completion of Probation- Orders issued. ✓

ORDER No.E3 -912/2010/SPB Dated: -02-2011

Sri.Visakh.S.J, Lower Division Clerk, State Planning Board, Thiruvananthapuram is declared to have satisfactorily completed the prescribed period of probation in the category of Lower Division Clerk with effect from the F.N. of 28.01.2011. ✓


R.Premachandran Nair
Senior Administrative officer


To:-

Sri.Visakh.S.J, Lower Division Clerk

Copy to:

- 1) C.A to Senior Administrative Officer
- 2) The Publication Officer
- 3) E5 Section, State Planning Board.
- 5) Office Copy & Stock File



PROCEEDINGS OF THE SENIOR ADMINISTRATIVE OFFICER
STATE PLANNING BOARD, THIRUVANANTHAPURAM

Sub: - State Planning Board - Establishment - Sri.Visakh.S.J, Lower Division Clerk, State Planning Board, Thiruvananthapuram - Declaration of satisfactory completion of Probation- Orders issued.

ORDER No.E3 -912/2010/SPB Dated: 16-02-2011

Sri.Visakh.S.J, Lower Division Clerk, State Planning Board, Thiruvananthapuram is declared to have satisfactorily completed the prescribed period of probation in the category of Lower Division Clerk with effect from the F.N. of 28.01.2011.

Sd/-

R.Premachandran Nair
Senior Administrative officer

To:-

Sri.Visakh.S.J, Lower Division Clerk

Copy to:

- 1) C.A to Senior Administrative Officer
- 2) The Publication Officer
- 3) E5 Section, State Planning Board.
- 5) Office Copy & Stock File

Forwarded/By Order

Junior Superintendent

Regd with A/D

823

നമ്പർ: ഇ - 20/09/ഡിപിഒ/വയനാട്.

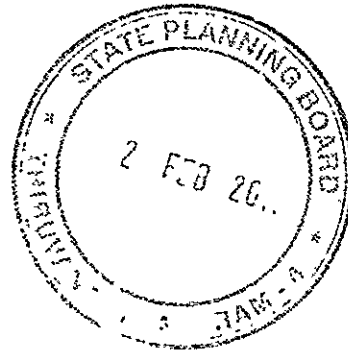
ജില്ലാ പ്ലാനിംഗ് ഓഫീസ്,
വയനാട്, തീയതി: 27.01.11,
ഫോൺ: 04936 - 202626.

പ്രേക്ഷിതൻ

ജില്ലാ പ്ലാനിംഗ് ഓഫീസർ

സ്വീകർത്താവ്

മെമ്പർ സെക്രട്ടറി
സംസ്ഥാന ആസൂത്രണ ബോർഡ്,
തിരുവനന്തപുരം.



സർ,

വിഷയം:- ഭരണ വിഭാഗം - ജില്ലാ പ്ലാനിംഗ് ഓഫീസ്, വയനാട് -
ശ്രീ. എ. ശരത്ചന്ദ്രൻ, എൽ.ഡി. ക്ളാർക്ക് - പ്രൊബേഷൻ
ഡിക്ളയർ ചെയ്യുന്നത് - സംബന്ധിച്ച്.

സൂചന:-1) ഉത്തരവ് നമ്പർ: ഇ3 - 926/07/എസ്.പി.ബി തീയതി: 26.09.2009
2) 25.01.2011 ലെ ശ്രീ. എ. ശരത്ചന്ദ്രൻ, എൽ.ഡി.സി യുടെ
സമർപ്പണം.

ഈ ഓഫീസിലെ എൽ.ഡി.ക്ളാർക്കായ ശ്രീ. എ. ശരത്ചന്ദ്രൻ,
എൽ.ഡി.സി സൂചന (1) ഉത്തരവ് പ്രകാരം ജോലിയിൽ പ്രവേശിച്ചിട്ട് 20.01.2011 ന്
രണ്ട് വർഷം തികഞ്ഞിട്ടുള്ളതാണ്. ശ്രീ. എ. ശരത്ചന്ദ്രൻ എം.ഒ.പി പാസ്സായിട്ടു
ള്ളതിനാൽ പ്രൊബേഷൻ ഡിക്ളയർ ചെയ്യുന്നതിനു വേണ്ടി സർവ്വീസ് ബുക്കും
പൂരിപ്പിച്ച പ്രഫോർമയും ഇതോടൊപ്പം തുടർ നടപടികൾക്കായി അയക്കുന്നു.

വിശ്വസ്തതയോടെ


ജില്ലാ പ്ലാനിംഗ് ഓഫീസർ

ഉള്ളടക്കം:

- 1) സർവ്വീസ് ബുക്ക്
- 2) പ്രഫോർമ

-85-

DECLARATION OF PROBATION

1. Name : SARATHCHANDRAN A
2. Designation : LDC
3. Scale of Pay : 5250 - 8390
4. Period of Probation : 2 yrs
5. No. and Date of Order of appointment to the present post : Order No. E₃-926/07/SPb/dtd. 5.1.09 of the member Secretary, SPb, T.M.
6. Date of commencement of continuous service in the post : 21-1-2009 P.N
7. Date of commencement of the probation : 21-1-2009 P.N
8. Details of leave taken during the probation period : NO
9. Normal date of completion of probation : 20-1-2011 F.N.
10. Tests to be passed during the probation and date of passing the tests : mop- 7/09 Reg No. 27019.
11. Report about the work and conduct of the Officer : Good.
12. Whether Service Book/Confidential Report enclosed : Service Book enclosed


DISTRICT PLANNING OFFICER



State Planning Board

PROCEEDINGS OF THE SENIOR ADMINISTRATIVE OFFICER
STATE PLANNING BOARD, THIRUVANANTHAPURAM

Sub:- State Planning Board - Establishment - Declaration of Probation in the
Cadre of Lower Division Clerk - Orders issued. ✓

Ref:- Letter No.E-20/2009/DPO/Wayanad dated 27-01-2011 from the District
Planning Officer, Wayanad ✓

Order No.E3-912/10/SPB Dated th February 2011

Sri. Sarath Chandran.A Lower Division Clerk, District Planning Office,
Wayanad is hereby declared to have satisfactorily completed the prescribed
period of probation in the cadre of Lower Division Clerk as detailed below:- ✓

Name & Designation	Date of Regularization	Date of Probation Declaration	Remarks
Sri. Sarath Chandran.A , Lower Division Clerk	21-01-2009FN	21-01-2011 FN	Nil ✓

R. Premachandran Nair
Senior Administrative Officer

To
Sri. Jayakrishnan.R, Lower Division Clerk

Copy to:-

1. The District Planning Officer, Wayanad(Service Book of the incumbent enclosed)
2. CA to Sr. Administrative Officer
3. Office Copy/Stock File.

Forwarded/By Order

Junior Superintendent



State Planning Board

PROCEEDINGS OF THE SENIOR ADMINISTRATIVE OFFICER
STATE PLANNING BOARD, THIRUVANANTHAPURAM

Sub:- State Planning Board - Establishment - Declaration of Probation in the
Cadre of Lower Division Clerk - Orders issued.

Ref:- Letter No.E-20/2009/DPO/Wayanad dated 27-01-2011 from the District
Planning Officer, Wayanad

Order No.E3-912/10/SPB Dated 28th February 2011

Sri. Sarath Chandran.A Lower Division Clerk, District Planning Office,
Wayanad is hereby declared to have satisfactorily completed the prescribed
period of probation in the cadre of Lower Division Clerk as detailed below:-

Name & Designation	Date of Regularization	Date of Probation Declaration	Remarks
Sri. Sarath Chandran.A , Lower Division Clerk	21-01-2009FN	21-01-2011 FN	Nil

Sd/-

R. Premachandran Nair
Senior Administrative Officer

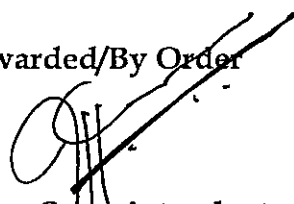
To

Sri. Sarath Chandran, Lower Division Clerk

Copy to:-

1. The District Planning Officer, Wayanad(Service Book of the incumbent enclosed)
2. CA to Sr. Administrative Officer
3. Office Copy/Stock File.

Forwarded/By Order


Junior Superintendent



KERALA PUBLIC SERVICE COMMISSION
DEPARTMENTAL TESTS
CERTIFICATE

No. 2067/11

Serial No. MOP. 38503

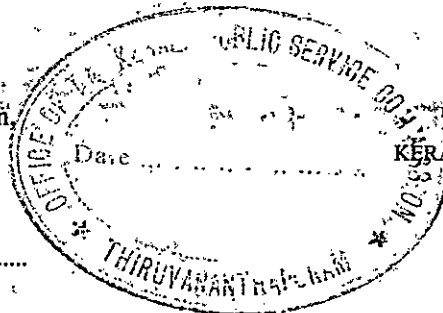
Certified that Sri/Smt. MARY KUTTY GEORGE

has passed the Manual of Office Procedure Test conducted by the Kerala Public Service Commission as per the details given below:

Subject	Year of Test	Register No.
Manual of Office Procedure for use in Offices other than Secretariat	1/11	10216

Office of the Kerala
Public Service Commission,
Thiruvananthapuram.

Dated. 21.06.11



(Office Seal)

[Signature]
UNDER SECRETARY
(DEPARTMENTAL TESTS),
KERALA PUBLIC SERVICE COMMISSION.

-93-

U592

Submitted

Arrangements may kindly be
taken to declare my probate. MOP
certificate is also enclosed herewith.

Supers

8/7/11

probate

8/7/11

SHW. S.S.

LDC, Computer section

SPB, probate papers

DVPM.



KERALA PUBLIC SERVICE COMMISSION

DEPARTMENTAL TESTS

CERTIFICATE

No. 22452/10

Serial No. MOP. 36446

Certified that Shri/Smt. S.H.I.J.I.S.S.

has passed the Manual of Office Procedure Test conducted by the Kerala Public Service Commission as per the details given below:

Subject

Year of Test

Register No.

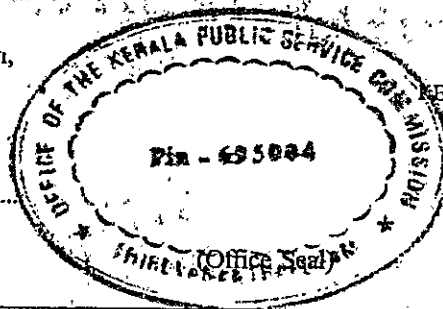
Manual of Office Procedure for
use in Offices other than Secretariat

7/10

1448

Office of the Kerala
Public Service Commission,
Thiruvananthapuram.

Dated. 4/12/10



Chandrasekhar

UNDER SECRETARY
(DEPARTMENTAL TESTS),
KERALA PUBLIC SERVICE COMMISSION.



State Planning Board

PROCEEDINGS OF THE SENIOR ADMINISTRATIVE OFFICER
STATE PLANNING BOARD, THIRUVANANTHAPURAM

Sub: - State Planning Board - Establishment - Fixation of Pay in the Revised Scale -
- Orders issued.

Read: - 1. G.O. (P) No.85/2011/Fin. Dated 26-02-2011.
2. G.O. (P) No.143/2011/Fin. Dated 30-03-2011.

ORDER No.E3- 3110/J1/SFC Dated 16th May 2011

As per the Government Orders read above, the scale of pay of Lower Division Clerk, Driver Grade II, Class IV Employee Grade II have been revised from 5250 -8390 to 9940 -16580, 5250 -8390 to 9190 -15780, 4510-6230 to 8500-13210 respectively. In the circumstances the scale of pay of the following Lower Division Clerks, Drivers and Class IV Employees in the State Planning Board are hereby sanctioned as detailed below:

Sl. No	Name & Designation	Existing Scale of Pay	Revised Scale of Pay	Date of Effect	Pay as on date of effect
1	Smt. Kalliani.J. Lower Division Clerk	5250-8390	9940 -16580	02-07-2009	Rs.9940/-
				01-07-2010	Rs.10210/-
2	Smt. Shiji.S.S. Lower Division Clerk	5250-8390	9940 -16580	06-07-2009	Rs.9940/-
				01-07-2010	Rs.10210/-
3	Sri.Pradeepan.P.N. Driver Grade II	5250-8390	9190 -15780	15-03-2011	Rs.9190/-
4	Sri.Rajendran Pillai.V. Driver Grade II	5250-8390	9190 -15780	06-05-2011	Rs.9190/-
5	Sri.Shinemon.R. Driver Grade II	5250-8390	9190 -15780	06-05-2011	Rs.9190/-
6	Smt. Haripriya.R.	4510-6230	8500 -13210	10-07-2009	Rs.8500/-

	Class IV Employee			01-07-2010	Rs.8730/-
Sl. No	Name & Designation	Existing Scale of Pay	Revised Scale of Pay	Date of Effect	Pay as on date of effect
7	Smt. Jisha T.P. Class IV Employee	4510-6230	8500 - 13210	04-08-2010	Rs.8500/-
8	Smt. Deepka, V.K. Class IV Employee	4510-6230	8500 - 13210	13-09-2010	Rs.8500/-
9	Sri. Shaju.T.O. Class IV Employee	4510-6230	8500 - 13210	29-10-2010	Rs.8500/-
10	Sri. Rajesh K.G. Class IV Employee	4510-6230	8500 - 13210	18-10-2010	Rs.8500/-
11	Smt. Sujatha.S. Class IV Employee	4510-6230	8500 - 13210	10-12-2010	Rs.8500/-

Sd/-
P.T.THOMAS
SENIOR ADMINISTRATIVE OFFICER

To:-

The Persons concerned -

Copy to:-

- 1) The Accounts Section.
- 2) C.A to Senior Administrative Officer
- 3) Stock File/Office Copy

Forwarded/By Order

Junior Superintendent



- 101 -

U591

പാർപ്പണം

Mop Certificate ഇതോടൊപ്പം

പാർപ്പിച്ചു. പ്രൊപ്പോസ് ചെയ്തവർക്കിനുള്ള
നഷ്ടങ്ങൾ സ്വീകരിക്കണമെന്ന് വിനീതമായി
അഭ്യർത്ഥിക്കുന്നു.

Slr
11/7

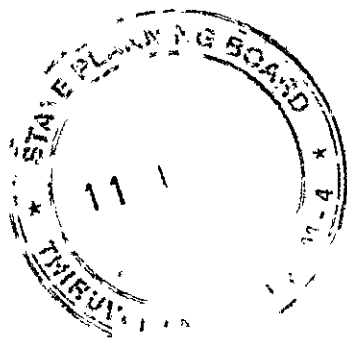
പട്ടം

11-07-2011

for

മുഖ്യാധികാരി. ജെ

ജെ. വി. ജെ





KERALA PUBLIC SERVICE COMMISSION

DEPARTMENTAL TESTS

CERTIFICATE

No. 22515/10

Serial No. MOP. 36457.

Certified that Shri/Smt. KALLIANI J

has passed the Manual of Office Procedure Test conducted by the Kerala Public Service Commission as per the details given below:

Subject	Year of Test	Register No.
Manual of Office Procedure for use in Offices other than Secretariat	7/10	362

Office of the Kerala
Public Service Commission,
Thiruvananthapuram.

Dated 4/12/10

2



Chandrasekhar

UNDER SECRETARY
(DEPARTMENTAL TESTS),
KERALA PUBLIC SERVICE COMMISSION.



PROCEEDINGS OF THE SENIOR ADMINISTRATIVE OFFICER,
STATE PLANNING BOARD, THIRUVANANTHAPURAM

Sub: - State Planning Board - Establishment - Declaration of probation
in the cadre of Lower Division Clerk - Orders issued.

ORDER No: E3-912/2010/SPB DATED: 14.07.2011

The following employees in the State Planning Board are hereby declared to
have satisfactorily completed the prescribed period of probation in the cadre of Lower
Division clerk as detailed below:

Name & Designation	Date of Regularisation	Date of Probation Declaration
Smt. Marykutty George G	30.04.2009 F.N	30.04.2011
Smt. Kalliani, J	02.07.2009 F.N	02.07.2011
Smt. Shiji S.S	06.07.2009 F.N	06.07.2011

Sd/-
N.P. WILLIAM
Senior Administrative Officer

To

Persons concerned

Copy to

1. Accounts Section.
2. Office copy & Stock file

Forwarded/By Order


Junior Superintendent



PROCEEDINGS OF THE SENIOR ADMINISTRATIVE OFFICER,
STATE PLANNING BOARD, THIRUVANANTHAPURAM

Sub: - State Planning Board - Establishment - Periodical increment -
Sanctioned - Orders issued - reg.

ORDER No: E3-912/2010/SPB DATED: 14.07.2011

The Periodical increments are sanctioned to the following employees State
Planning Board as detailed below.

Sl. No.	Name & Designation	Scale of Pay	Periodical Increment w.e.f	Present Pay	Rate of Increment	Future Pay
1.	Smt. Marykutty George, G L.D. Clerk	9940-270-11020- 300-12220-330- 13540-360-14980 - 400-16580	01.07.2011 F.N	Rs.10210/-	Rs.270/-	Rs.10480/-
2.	Smt. Kalliani, J L.D. Clerk	9940-270-11020- 300-12220-330- 13540-360- 14980-400-16580	02.07.2011 F.N	Rs.10210/-	Rs.270/-	Rs.10480/-
3.	Smt. Shiji, S.S L.D. Clerk	9940-270-11020- 300-12220-330- 13540-360-14980 - 400-16580	06.07.2011 F.N.	Rs.10210/-	Rs.270/-	Rs.10480/-

Sd/-

N.P. WILLIAM

Senior Administrative Officer.

To.

The Persons concerned

Copy to

1. Account Section
2. Office copy/Stock file

Forwarded/By Order

Spadma

Junior Superintendent

Draft

- 109 -

Proceedings of the Senior Administrative Officer,
State Planning Board, Thiruvananthapuram.

Sub: SPB - Establishment - Declaration of probation
in the cadre of lower Division clerk - Orders issued

Ref: These office proceedings No.

Order No E3-912/2010/SPB dated 10/7/2011

The following employees in the state
Planning Board are hereby declared to have
satisfactorily completed the prescribed period
of probation in the cadre of lower Division
clerk as detailed below :-

Name & Designation	Date of Regularisation	Date of probation declaration
Smt. Marykutty George	30.04.2009 FN	30.04.2011
Smt. Kalliani. J.	02.07.2009 FN	02.07.2011
Smt. Shiji. S.S.	06.07.2009 FN	06.07.2011

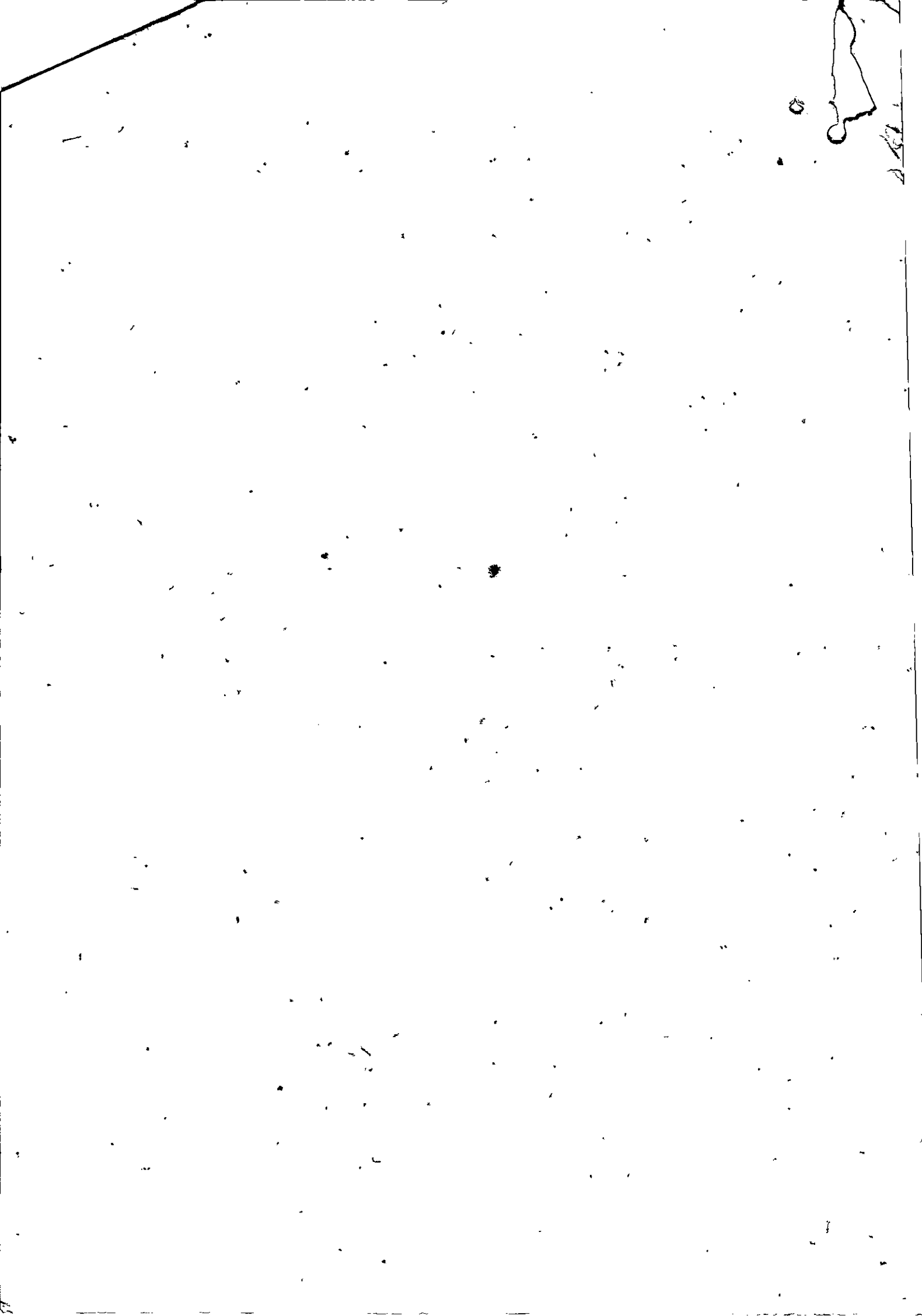

N.P. William
Senior Administrative Officer.

To Person Concerned.

Copy to

1. Accounts Section
2. office copy / stock file.

12/07/2011



Draft

- III -

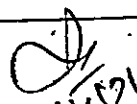
Proceedings of the Senior Administrative officer
State planning Board, Thiruvananthapuram

Sub: spB- Est - periodical Increment - Sanctioned orders issued - reg.

Order No E3-912/2010/spB dated th July 2011

The periodical increments are sanctioned to the following ^{State Planning Board} employees as detailed below.

Name & Designation	Scale of pay	Periodical Increment w.e.f	Present Pay	Ratio of increment	Future Pay
Smt. Mary Kuttu George h-D clerk.	9940-270-11020- 300-12220-330- 13540-360-14980 400-16580	01.07.2011 30.06.2011 FN	Rs 10210/-	Rs 270/-	Rs 10480/-
Smt. Kalliani J. h-D clerk.	9940-270-11020- 300-12220-330- 13540-360-14980 400-16580	02.07.2011 FN	Rs 10210/-	Rs 270/-	Rs 10480/-
Smt. Shiji S.S h-D clerk	9940-270-11020- 300-12220-330- 13540-360-14980 400-16580	06.07.2011 FN	Rs 10210/-	Rs 270/-	Rs 10480/-

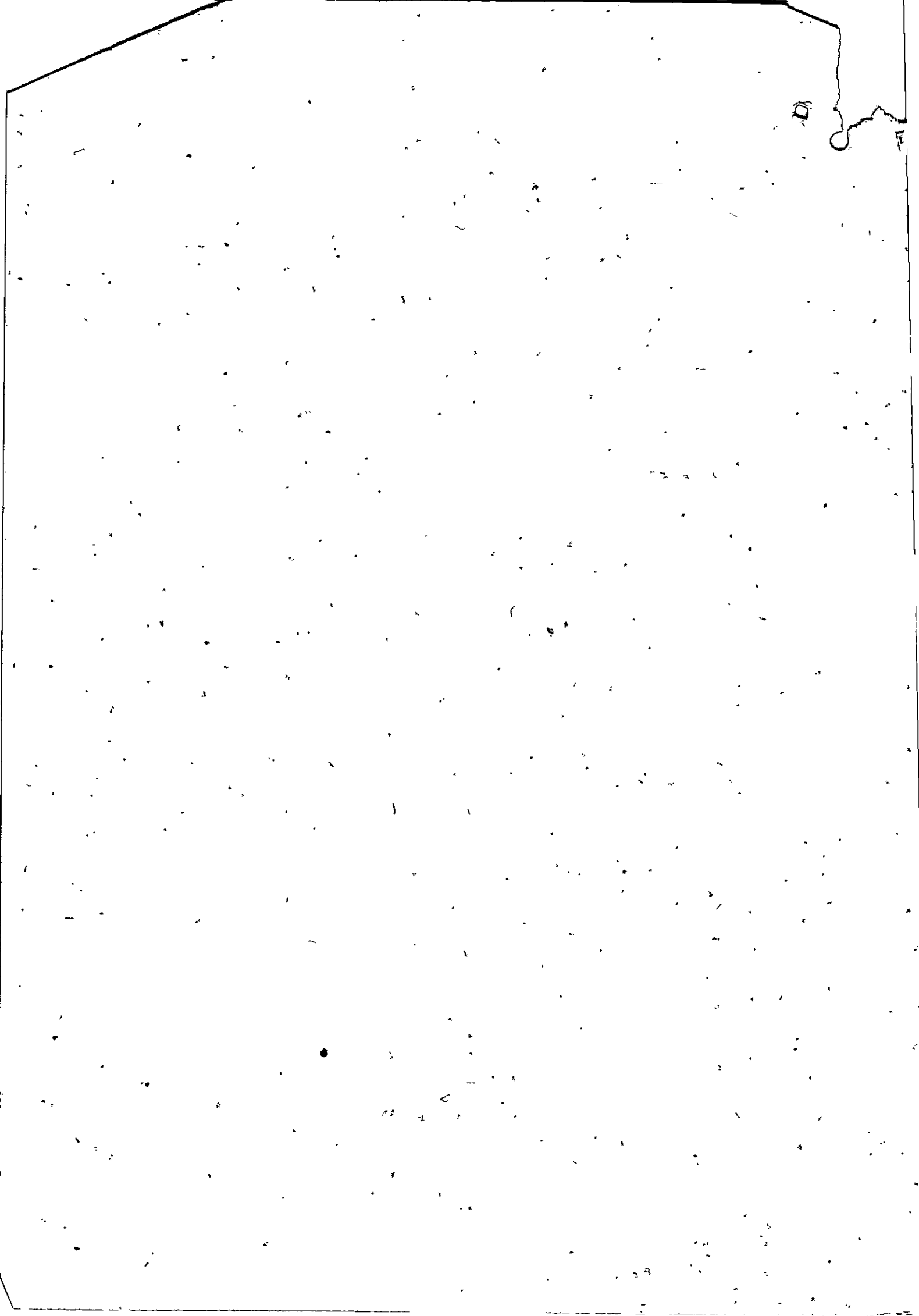
 N. P. Williams
Senior Administrative officer.

12/07/2011

13/7

To, Person's concerned

Copy to,
Accounts Section
Stock & office copy





MATSYA BOARD

Kerala Fishermen's Welfare Fund Board

Ayyappa Nagar, Poonkunnam, Thrissur-2, Kerala
Phone: 0487- 2383053, 0487 2383088 (Fax)

Head Office, Trichur-2.

PROCEEDINGS OF THE COMMISSIONER, KERALA FISHERMEN'S WELFARE FUND BOARD, TRICHUR-2.

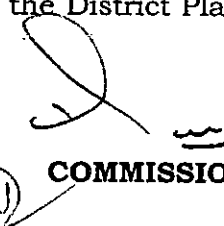
Sub:- Estt. - Sri.P.N.Sukumaran, L.D.Clerk - On deputation as Assistant to the Board - Relieving Orders issued.

Ref:- GO(Rt)No.536/10/F&PD dated 21-8-2011.

ORDER NO.B-2117/10 DATED 10-8-2011.

Government vide GO read above had deputed Sri.P.N.Sukumaran, L.D.Clerk, State Planning Board as Assistant, to the Board, and he joined duty on 8-9-10.

His sanctioned period of deputation expires on 7-9-11. Therefore Sri.P.N.Sukumaran is relieved of his duties from the Board in AN of 7-9-11 and reverted to parent department with direction to report before the District Planning Officer, State Planning Board, Alappuzha.


COMMISSIONER.

To,

Sri.P.N.Sukumaran,
Assistant,
Head Office,

Thrissur - He will hand over the charge of files held by him to the concerned Assistants as per office order which will be issued separately.
Copy to:

1. The District Planning Officer,
State Planning Board,
Alappuzha.
2. The Member Secretary,
State Planning Board,
Thiruvananthapuram.

7325-115

Ph. 0477 2252064

email: planningalpy@gmail.com

DISTRICT PLANNING OFFICE

ALAPPUZHA

Dated: 19-10-2011

No. E1-906/2010/DPO/Alp.

153 9/20/11

From

District Planning Officer

To

The Member Secretary,
State Planning Board,
Thiruvananthapuram.

Sir,

*Sub: District Planning Office, Alappuzha -- Establishment --
Sri. P.N. Sukumaran, LD Clerk -- Joined duty --
Proceeding forwarding -- Clarification sought -- reg.*

*Ref: 1) Order No. B-2117/10 dtd. 10-8-2011 of the Commissioner, Kerala
Fishermen's Welfare Fund Board, Trichur-2.
2) Order No. E3-1121/2009/SPB dtd. 27-9-2011 of the
Sr. Administrative Officer, State Planning Board, Thiruvananthapuram
3) Submission dtd. 30-9-2011 of Sri. P.N. Sukumaran LDC
4) Order No. E1-1001/2010/DPO/Alp dtd. 4-10-2011*

Kind attention is invited to the reference cited, As per Order 1st cited, Sri. P.N. Sukumaran, LDC was relieved from deputation service on the A.N. of 7-9-2011. Vide Order 2nd cited, Sri. P.N. Sukumaran, LDC reported at the State Planning Board in the F.N. of 16-9-2011 and posted as such in the District Planning Office, Alappuzha. Sri. P.N. Sukumaran has reported for duty in this office with effect from the A.N. of 30-9-2011.

In the Order of Senior Administrative Officer, the relieving time from the State Planning Board is not specified. Hence there is no clarity of service for the period from 16-9-2011 to 29-9-2011. The Service Book of the incumbent is in the Board for probation declaration.

In the circumstances, I am forwarding herewith the joining report for further Orders in this regard.

Yours faithfully,

9/20/11

District Planning Officer

- 117 -

PROCEEDINGS OF THE DISTRICT PLANNING OFFICER, ALAPPUZHA.

(PRESENT: M.C. THANKAPPAN)

*Sub:- District Planning Office, Alappuzha -- Establishment -
Sri. P.N. Sukumaran, Lower Division Clerk - Permitted to join duty -
Orders issued*

*Read:- 1) Order No. N3-2117/10 dated 10/08/2011 of the Commissioner,
Kerala Fishermen's Welfare Fund Board, Thrichur - 2.
2) Order No. E3-1121/2009/SPB dtd. 27/09/2011 of the Senior
Administrative Officer, State Planning Board, Thiruvananthapuram.
3) Submission dtd. 30/09/2011 of Sri. P. N. Sukumaran, Lower
Division Clerk.*

ORDER No. E₁-1001/2010/DPO/Alpa. Dated, 04-10-2010

As per Order 1st read above, Sri. P.N. Sukumaran, LD Clerk was relieved from deputation with effect from the AN of 07/09/2011. Vide Order 2nd cited, Sri. P. N. Sukumarn reported in the State Planning Board, Thiruvananthapuram with effect from the FN of 16/09/2011 and was posted in the District Planning Office, Alappuzha. Sri. P. N. Sukumarn, L. D. Clerk reported join duty in this office with effect from the AN of 30/09/2011.

In the circumstances Sri. P. N. Sukumarn, LD Clerk is hereby permitted to join duty in the office with effect from the AN of 30/09/2011.



DISTRICT PLANNING OFFICER

To

The person concerned.

Copy to:

1. The Member Secretary, State Planning Board, Pattom, Thiruvananthapuram (with c/l)
2. The District Treasury Officer, Alappuzha.
3. Bills/S.F

67 4/5/11 E.H. 119 4776

No. E1-1001/2010/DPO/Alpa.

DISTRICT PLANNING OFFICE,
ALAPPUZHA.

Dated, 13-7-2011

From

District Planning Officer

To

2.
14/7/11

The Member Secretary,
State Planning Board,
Pattom, Thiruvananthapuram.

Sir,

*Sub: District Planning Office, Alappuzha -- Sri. P.N. Sukumaran,
L.D.Clerk (on deputation) -- Service Book -- forwarding of —
reg.*

*Ref: Submission dtd. 4/06/2011 of Sri. Sri. P.N. Sukumaran,
L.D.Clerk (on deputation)*

Inviting kind attention to the reference cited. I am forwarding herewith the Service Book of Sri. Sri. P.N. Sukumaran, L.D.Clerk (on deputation) of this office for favour of necessary action.

Yours faithfully,


DISTRICT PLANNING OFFICER

7.0.4

ms. 15

Issued H.O.P.

-123-

KERALA PUBLIC SERVICE COMMISSION
DEPARTMENTAL TEST **JULY 2010**

ADMISSION TICKET

**REGISTER
NUMBER**

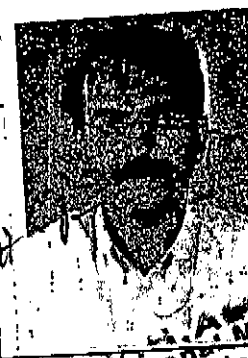
(TO BE FILLED BY THE OFFICE)

17664

Name of Centre: **GOVT. VHSS
CHERPU**

(To be filled up by the Office)

(Office Seal)



Name, Designation and
Signature of the Head of
Office/Department (To
be signed on the photograph)

V.H. A. M. N. A.
Regional Manager
 The Kerala State Development Corporation for
 Scheduled Castes and Scheduled Tribes Ltd.
 Regional Office, Thrissur - 680 020

- I Name and Address of Candidate**
 (To be filled up by the candidate)
 (a) Official

SUKUMARAN, P. N.
LD CLERK, STATE PLANNING BOARD,
PATTOM, THIRUVANANTHA PURAM - 4

- (b) Permanent

PADINJARE PURAKKAL (H)
TEMPLE AVENUE ROAD,
AYYANTHOLE
THRISSUR - 680 003

Name of Tests/Papers

(Same as entered in Col.6 of the application.)

1. MANUAL OF OFFICE PROCEDURES OTHER THAN

2. ACCOUNT TEST (LOWER)

1. KERALA SERVICE RULES.

**2. KERALA FINANCIAL CODE VOL I & II AND
KERALA BUDGET MANUAL**

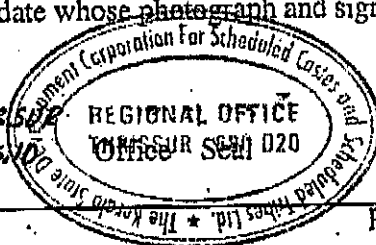
**3. KERALA ACCOUNT CODE VOL I & INTRODUCTION
TO INDIAN GOVT ACCOUNTS & AUDIT.**

**4. KERALA TREASURY CODE VOL I & II AND
KERALA ACCOUNT CODE VOL I**

Signature of candidate

The candidate whose photograph and signature given above is identified by me

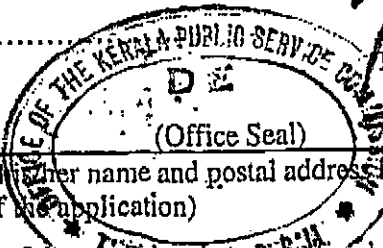
Station: **THRISSUR**
 Date: **03.05.10**



V.H. A. M. N. A.
Regional Manager
 The Kerala State Development Corporation for
 Scheduled Castes and Scheduled Tribes Ltd.
 Regional Office, Thrissur - 680 020

For Office use only

Date of issue: **26/6/10**
 Issuing Assistant: **[Signature]**



[Signature]
Secretary
Kerala Public Service Commission

NB:- i) The candidate should write his/her name and postal address in the space provided for the purpose overleaf (same as entered in col.3 of the application)

ii) Recent Passport size Photograph of the candidate is to be affixed in the space provided on the top of the Admission Ticket and should be attested by the Head of Office/Department

Draft

Proceedings of the Senior Administrative Officer
State planning Board, Thiruvananthapuram.

Sub: state planning Board - Est - Sri
P.N. Sukumaran, L.D clerk - Declaration
of probation - Orders issued.

Reference No

Ref: - 1. Hall Ticket No 12664 of July 2010
2. Time Table of MOP: dt-13-7-2010

Order No E3-912/2010/SPB dated 12/2011

Sri P.N. Sukumaran ~~L.D~~ ^{his service} 2.9.2006.
has joined duty ^{as LDC, SPB} on 20.9.2006. and ^{regularised} w.e.f. 20.9.2006. In the circumstance
he has passed MOP on 13-7-2010 only. Test held

clerk, District planning office Alappuzha
is hereby declared to have satisfactorily
Completed the prescribed period of
Probation in the Cadre of Lower Division
clerk w.e.f. the F.N. of 14-07-2010, the day
of the Date of ^{Examination} ~~Test~~ of MOP:

20/12/11
K.S. Anilkumar

Senior Administrative Officer

16/12/2011

To,

16/12/2011

Sri. P.N. Sukumaran, L.D clerk; Dist Ptg office
ALP

Copy to.

The DPO, Alappuzha.



**PROCEEDINGS OF THE SENIOR ADMINISTRATIVE OFFICER,
STATE PLANNING BOARD, THIRUVANANTHAPURAM**

Sub: - State Planning Board - Establishment – Sri. P.N. Sukumaran,
L.D Clerk- Declaration of probation - Orders issued.

Read:- 1. Hall ticket No. 17664 of July 2010
2. Time table of MOP dated 13.07.2010

ORDER No: E3-912/2010/SPB DATED: 20.12.2011

Sri. P.N. Sukumaran has joined duty as Lower Division Clerk, State Planning Board on 02.09.2006 and his service regularized with effect from 02.09.2006. He has passed MOP Test held on 13.07.2010 only. In the circumstance, Sri. P.N. Sukumaran, Lower Division Clerk, District Planning Office, Alappuzha is hereby declared to have satisfactorily completed the prescribed period of probation in the cadre of Lower Division Clerk with effect from the F.N of 14.07.2010, the next day of the date of examination of MOP.

Sd/-

K.S. ANIL KUMAR
Senior Administrative Officer

To

Sri. P.N. Sukumaran,
L.D. Clerk,
District Planning Office,
Alappuzha

Copy to

The District Planning Officer,
Alappuzha

Forwarded/By Order

Junior Superintendent

Handwritten mark



STATE PLANNING BOARD

No: E3-912/2009/SPB

Pattom Palace. P.O.
Thiruvananthapuram
Dated: 20.12.2011

From

The Member Secretary

To

The District Planning Officer,
The District Planning Office,
Alappuzha.

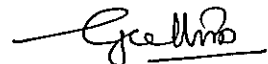
Sir,

Sub: - State Planning Board - Establishment - Service Book - Sri.P.N.Sukumaran,
L.D. Clerk, District Planning Office, Alappuzha, relieving - Reg.
Ref:- 1. Your letter No.E1-1001/2010/DPO Alappuzha dated 13.07.2011
2. Proceedings order even no dated 20.12.2011

The Service Book and proceedings of probation declaration are enclosed for further necessary action.

inr/o shri p N Sukumaran
^

Yours faithfully


For Member Secretary

+

T3

1034

No.E.2584/09/DPO/TVPM.

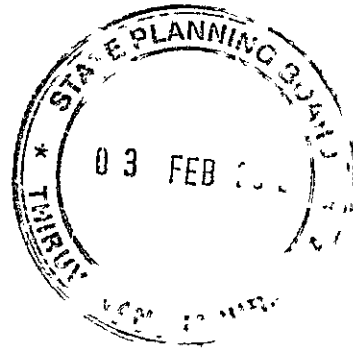
District Planning Office,
Civil Station,
Thiruvananthapuram
Dated: 02.02.2012

From

District Planning Officer
Thiruvananthapuram.

To

The Member Secretary,
State Planning Board, Pattom,
Thiruvananthapuram.



Sir,

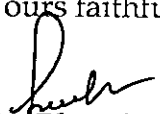
Sub:- D.P.O.-TVPM - Estt..Smt.Sherly.T, Lower Division Clerk -
declaration of probation - Service Book and Statement
forwarded - reg.

Ref:- Regularization Order No.E3. 3912/09/SPB dated 05/05/2010.

Smt.Sherly.T, Lower Division Clerk of this office has completed two years of service in the cadre of Lower Division Clerk as on 31.01.2012 A.N. Her provisional appointment in the cadre of Lower Division Clerk was regularised with effect from 21.12.2009 F.N. as per reference cited above. Hence I enclose herewith the prescribed proforma and leave statement for declaration of probation together with the Service Book of the incumbent for further necessary action.

The receipt of the Service Book may please be acknowledged.

Yours faithfully,


District Planning Officer

3/2/12

E3

പ്രൊബേഷൻ ഡിക്ലയർ ചെയ്യുവാനുള്ള ശുപാർശ അയയ്ക്കാനുള്ള പ്രൊഫോർമ്

1. ഉദ്യോഗസ്ഥന്റെ പേര്

: Sherry.T

2. തസ്തികയുടെ പേര്

: Lower Division Clerk

3. ശമ്പളവും ശമ്പളസ്കെയിലും

: 12220/- (9940-16580/-)

4. (എ) നിയമനരീതി

: P.S.C. (Kerala)

(ബി) അഡ്വൈസ് നമ്പരും/സർക്കാർ ഉത്തരവും തീയതിയും

: Lr.No.DTBW 1151/07/11 dttd 23.11.09, KPSC. Pattern.

(സി) നിയമന ഉത്തരവിന്റെ നമ്പരും തീയതിയും

: Order No. E3.3912/09/SPB dttd 8/12/09.

(ഡി) സർവ്വീസിൽ പ്രവേശിച്ച തീയതി/ പ്രൊഫോഷൻ തസ്തികയിൽ പ്രവേശിച്ച തീയതി

: 21/12/2009 FN

5. താല്ക്കാലിക സർവ്വീസ് സ്ഥിരപ്പെടുത്തിക്കൊണ്ടുള്ള ഉത്തരവിന്റെ നമ്പരും തീയതിയും

: Order No. E3.3912/09/SPB dttd. 5/5/2010-

6. (എ) പ്രൊബേഷൻ ഡിക്ലയർ ചെയ്യുന്നതിലേക്കായി പാസ്സാക്കേണ്ട ഡിപ്പാർട്ട്മെന്റ് ടെസ്റ്റുകൾ ഏതെല്ലാം? അവ പാസായ തീയതിയും നമ്പരും

: MOP. 1/2008 Reg.No.3774
Account Test (Low) 7/2009 No.3774 3969
Account Test Higher 1/10 No.396943991
: Yes.

(ബി) ടെസ്റ്റ് പാസ്സായതു സംബന്ധിച്ച വിവരം സർവ്വീസ് ബുക്കിൽ രേഖപ്പെടുത്തിയിട്ടുണ്ടോ?

: NA

(സി) പ്രൊബേഷൻ ഡിക്ലയർ ചെയ്യാൻ ഒഴുതോൺ ബാധകമാണെങ്കിൽ അതിന്റെ വിശദവിവരം

: Good

(ഡി) പ്രൊബേഷൻ കാലത്തെ ഉദ്യോഗസ്ഥന്റെ സ്വഭാവവും ജോലിയി്ക്കുള്ള സാമർത്ഥ്യവും സംബന്ധിച്ച വിവരം

:

7. (എ) പ്രൊവിഡൻ്റ് ഫണ്ടിൽ ചേർന്നിട്ടുണ്ടോ?

: Yes

(ബി) സ്റ്റേറ്റ് ലൈഫ് ഇൻഷുറൻസിൽ ചേർന്നിട്ടുണ്ടോ?

: Yes

(സി) ഗ്രൂപ്പ് ഇൻഷുറൻസിൽ ചേർന്നിട്ടുണ്ടോ?

: Yes.

(ഡി) മേൽ സൂചിപ്പിച്ച സ്കീമുകളിൽ അംഗമായിട്ടുള്ള വിവരം സർവ്വീസ് പുസ്തകത്തിൽ രേഖപ്പെടുത്തിയിട്ടുണ്ടോ?

: Yes.

8. (എ) പ്രൊബേഷൻ കാലയളവിൽ പ്രൊബേഷനു കണക്കാക്കാത്ത കാലയളവ് എത്ര?

: Commuted Leave for 42 days.

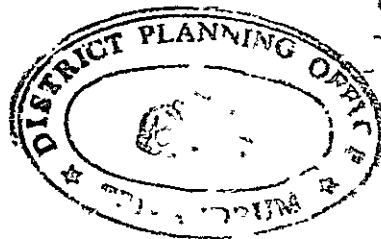
(ബി) പ്രൊബേഷൻ കാലയളവിൽ എടുത്തിട്ടുള്ള ലീവിന്റെ വിശദവിവരം ഒരു പ്രത്യേക സ്റ്റേറ്റ്മെന്റായി പ്രൊഫോർമയോടൊപ്പം ചേർത്തിട്ടുണ്ടോ? (ലീവിന് മുന്നിലും പിന്നിലുമുള്ള അവധി ദിവസങ്ങളുടെ വിവരം ചേർത്തിരിക്കണം).

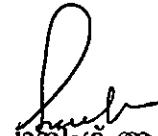
: Yes.

9. പ്രൊബേഷൻ കാലത്തു ശിക്ഷണ നടപടികൾ എന്തെങ്കിലും എടുത്തിട്ടുണ്ടോ ?/നിലവിലുണ്ടോ? : No.
10. (എ) പ്രൊബേഷൻ ആരംഭിച്ച തീയതി : 21/12/2009
- (ബി) പ്രൊബേഷൻ കാലാവധി : 2 years.
- (സി) പ്രൊബേഷൻ നീട്ടിയിട്ടുണ്ടെങ്കിൽ അതിന്റെ വിശദവിവരം : NA
- (ഡി) പ്രൊബേഷൻ കണക്കാക്കാത്ത കാലാവധി : 42 days
- (ഇ) പ്രൊബേഷൻ കാലാവധി പൂർത്തിയാക്കിയ തീയതി : 31.01.2012 AN
- (എഫ്) പ്രൊബേഷൻ ഡിക്ലയർ ചെയ്യേണ്ട തീയതി : 01/02/2012 FN

മുകളിൽ പ്രസ്താവിച്ചിട്ടുള്ള കാര്യങ്ങൾ സർവ്വീസ് പുസ്തകത്തിലേയ്ക്കും മറ്റു രേഖകളുമായും ഒത്തുനോക്കി ശരിയാണെന്നു സാക്ഷ്യപ്പെടുത്തിക്കൊള്ളുന്നു.

സ്ഥലം : തിരുവനന്തപുരം
തീയതി : 02.2.2012.




ജില്ലാ പ്ലാനിംഗ് ഓഫീസർ
Dist. Planning Officer
Thiruvananthapuram

7

○



COMMUTED LEAVE STATEMENT OF SMT.SHERLY.T., L.D.CLERK,
DISTRICT PLANNING OFFICE, THIRUVANANTHAPURAM

Nature of Leave	From	To	Prefix	Suffix	Total days
Commutated Leave for 5 days	02.03.2010	06.03.2010	--	07.03.2010	5
Commutated Leave for 8 days	09.03.2010	16.03.2010	--	--	8
Commutated Leave for 6 days	20.06.2011	25.06.2011	19.06.2011	26.06.2011	6
Commutated Leave for 23 days	01.07.2011	23.07.2011	--	24.07.2011	23
TOTAL					42 days


District Planning Officer
2

Draft

E3-912/2010/SPB.

Proceedings of the Senior Administrative Officer
State Planning Board, Thiruvananthapuram

Sub: State Planning Board - Establishment -
Smt. T. Shesly, ED clerk, District Planning
Office, Thiruvananthapuram

Read: proceeding No. E3-3912/09/SPB dated
05/05/2010.

Order No E3-912/2010/SPB dated 12/2012

Smt. T. Shesly has joined duty as
Lower Division clerk, State Planning
Board on 21.12.2009 FN and her
Service has been regularised vide order
dated above cited. She has availed 42
Commuted ^{leave} days for 42 days during
Probation period. In the circumstances.

Smt. T. Shesly, Lower Division clerk is
here by declared to have satisfactorily
Completed the prescribed period of probation
in the cadre of Lower Division Clerk.
W.e.f 1.02.2012 FN

15/02/2012

K.S. Amil Kumar

Senior Administrative Officer

P.S.O.

9th
14/2/12

12/11 - 11
11/12 - 81
42

To,

Snd .T. Shetty,

LD-clerk,

District planning office,

Thiruvananthapuram.

Copy to -

The District planning officer.

Thiruvananthapuram.

E3-912/2010/spB

By Safe Method

From,

The Member sundan

To,

The District planning officer
Thiruvananthapuram

Sir,

sub: spB - Est - Smt T. Shoshi, LD clerk -
Service book - forwarding - ref.

Ref: Proceedings No E3-912/2010/spB
dated 10/2/2012

The Service book and ref. copy of
ref. cited is enclosed for further
necessary action. The receipt of the
same may please be acknowledged.

Y/11-

15/2/12

For M/S.

15/02/2012

16/2/12

By safe method



STATE PLANNING BOARD

No. E3- 912/2010/SPB

Pattom Palace. P.O,
Thiruvananthapuram
Dated: 18.02.2012

From

The Member Secretary

To

The District Planning Officer,
Thiruvananthapuram

Sir,

Sub:- State Planning Board- Establishment- Smt. T. Sherly, L.D. Clerk-
Service Book- Forwarding of- reg

Ref:- Proceedings No. E3-912/2010/SPB dated 18.02.2012

The Service Book and copy of reference cited is enclosed for further necessary action. The receipt of the same may please be acknowledged.

Yours faithfully,

For Member Secretary

+



**PROCEEDINGS OF THE SENIOR ADMINISTRATIVE OFFICER,
STATE PLANNING BOARD, THIRUVANANTHAPURAM**

Sub: - State Planning Board – Establishment- Smt. T. Sherly, L.D. Clerk,
District Planning Officer, Thiruvananthapuram
Read:- Proceeding No. E3- 3912/09/SPB dated 05.05.2010

ORDER No: E3-912/2010/SPB DATED: 18.02.2012

Smt. T. Sherly has joined duty as Lower Division Clerk, State Planning Board on 21.12.2009 F.N and her service has been regularized vide order cited. She has availed commuted leave for 42 days during probation period. In the circumstances Smt. T. Sherly, Lower Division Clerk is hereby declared to have satisfactorily completed the prescribed period of probation in the cadre of Lower Division Clerk with effect from 01.02.2012 F.N.

Sd/-
K.S. ANIL KUMAR,
Senior Administrative Officer

To

Smt. T. Sherly,
L.D. Clerk,
District Planning Office,
Thiruvananthapuram

A

Copy to: -

The District Planning Officer,
Thiruvananthapuram

Forwarded/By Order

Geetha
Senior Superintendent

A

Regel

333

No.E. 1312/10/DPO/IDK.

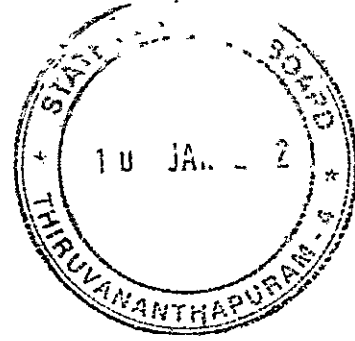
District Planning Office, Idukki.
Dated ,06-01-2012.

From,

The District Planning Officer,
Idukki.

To,

The Member Secretary,
State Planning Board,
Thiruvananthapuram.



Sir

Sub:- Estt - DPO -IDK - Sri.Anwar Hussain.Y, LDC- declaration of probation - service Book & proforma- forwarding of -Reg:-

I am forwarding herewith the service book in respect of Sri. Anwar Hussain. Y, Lower Division Clerk of this Office along with the proforma duly filled in for declaration of probation. Kindly acknowledge the receipt of the service book.

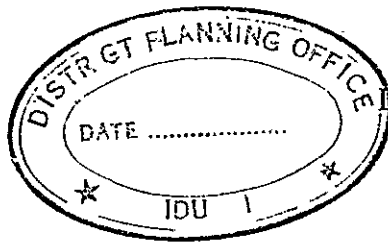
Yours faithfully

District Planning Officer.

Encl:- (1) Service Book-1 no
(2) proforma

Proforma For Declaration of Probation

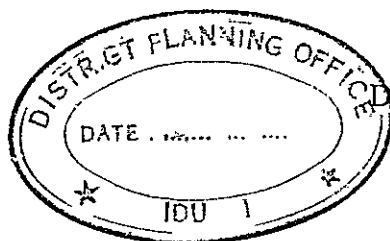
1. Name : Anwar Hussain.Y
2. Designation : Lower Division Clerk
3. Scale of Pay : 9940-16580
4. Period of Probation. : 2 Years
5. Tests to be passed during Probation : MOP.
6. No & Date of order of appointment to the present Post : Advice No.IDB (4) 300/07(8) Dt.30-11-09 of KPSC Idukki and Order No.E3-3912/09/SPB Dt.18.12 -.2009 of Senior Administrative Officer, State Planning Board, Thiruvananthapuram. ,
7. Date of commencement of continuous Service in the post : 01-01-2010 FN
8. Date of Commencement of Probation : 01-01-2010 FN
9. Details of Leave taken during the Probation period and date of passing in the test : NIL, January 2011,.
10. Normal date of completion of Probation : 01-01-2012 FN
11. Report about the work and conduct of the officer : *Good*
12. Whether Service book and confidential report enclosed : Service Book enclosed



DISTRICT PLANNING OFFICER..

Proforma For Declaration of Probation

1. Name : Anwar Hussain.Y
2. Designation : Lower Division Clerk
3. Scale of Pay : 9940-16580
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8. Date of Commencement of Probation : 01-01-2010 FN
9. Details of Leave taken during the Probation period and date of passing in the test : NIL, January 2011,.
10. Normal date of completion of Probation : 01-01-2012 FN
11. Report about the work and conduct of the officer : *Good.*
12. Whether Service book and confidential report enclosed : Service Book enclosed



No. 1312/09/DPO/IDK

District Planning Office,
Idukki, Dated.01/03/2012.

From

District Planning Officer
Idukki.

To

The Senior Administrative Officer
State Planning Board
Thiruvananthapuram

Sir,

Sub:- Estr-DPO-IDK- declaration of probation of Sri. Anwar Hussain. Y, LDC of
this office reg.
Ref:- Phone Message from State Planning Board TVM dated 01/03/2012 .

I may inform that the details of SLI, GIS and GPF of Sri. Anwar Hussain.Y, LDC
of this office.

GIS- 02101136
SLI- KSID/LI/840905924
GPF- EDN404344

Yours faithfully,



District Planning Officer.

DRAFT



PROCEEDINGS OF THE SENIOR ADMINISTRATIVE OFFICER,
STATE PLANNING BOARD, THIRUVANANTHAPURAM

Sub: - State Planning Board - Establishment - Sri. Anwar Hussain,
L.D. Clerk - Declaration of probation - Orders issued.

Ref: - Lr. No. E-1312/10/DPO/IDK dtd 06.01.2012.

ORDER No: E3-912/2010/SPB DATED: .03.2012

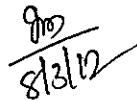
Sri. Anwar Hussain, Lower Division Clerk, District Planning Office, Idukki, is hereby declared to have satisfactorily completed the prescribed period of probation in the Cadre of Lower Division Clerk with effect from the F.N of 01.01.2012.


8/3/12

K.S. Anilkumar
Senior Administrative Officer

To

Sri. Anwar Hussain, L.D. Clerk


8/3/12

Copy to

1. The District Planning Officer,
Idukki,
2. The Stock file



STATE PLANNING BOARD

No. E3-912/2010/SPB.

Pattom Palace. P.O,
Thiruvananthapuram
Dated: 14.03.2011.

From
The Member Secretary

To
The District Planning Officer,
District Planning Office,
Idukki.

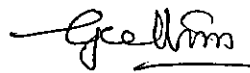
Sir,

Sub: - State Planning Board - Establishment - Service Book -
Sri. Anwar Hussain Y, L.D Clerk/DPO/IDK returning - reg:
Ref:- 1. Your letter No.E1-312/10/DPO/IDK dated 06.01.212.
2. This office proceedings of even no dated 08.03.2012

.....

The Service Book and copy of order of declaration of probation of
Sri. Anwar Hussain are enclosed for further necessary action..

Yours faithfully,


For Member Secretary

T3





STATE PLANNING BOARD

No. E3-912/2010/SPB.

Pattom Palace. P.O,
Thiruvananthapuram
Dated: 14.03.2011.

From
The Member Secretary

To
The District Planning Officer,
District Planning Office,
Idukki.

Sir,

Sub: - State Planning Board - Establishment - Service Book -
Sri. Anwar Hussain Y, L.D Clerk/DPO/IDK returning - reg:
Ref:- 1. Your letter No.E1-312/10/DPO/IDK dated 06.01.212.
2. This office proceedings of even no dated 08.03.2012

.....

The Service Book and copy of order of declaration of probation of
Sri. Anwar Hussain are enclosed for further necessary action..

Yours faithfully,

For Member Secretary

State Planning Board

By safe method

Pattom palace . PO

Thiruvananthapuram

Dated: 13/12

No: E3-912/2010/SPB

From,

The member secretary

To

The District Planning Officer

District Planning Office

Idukki

Sir :- SPB - ESH - Service Book - Sri. Anwar -

Hussain . Y - L.D. Clerk - D.P.O. / ~~Idukki~~ ✓

returning - reg.

Ref: 1) your letter no E1312/10 D.P.O. / ~~Idukki~~ ✓

dated 6.1.12

2) This office Proceedings order no. dtd 8.3.12 ✓

copy of order of

Declaration of The Service Book and Proceedings of
Probation ~~defection~~ in to Sri. Anwar Hussain
are enclosed for further necessary action

Yours faithfully

[Signature]
14/3/12

For member secretary

[Signature]
14/3/12

[Signature]



**PROCEEDINGS OF THE SENIOR ADMINISTRATIVE OFFICER,
STATE PLANNING BOARD, THIRUVANANTHAPURAM**

Sub: - State Planning Board - Establishment - Sri. Anwar Hussain,
L.D. Clerk - Declaration of probation - Orders issued.

Ref: - Lr. No. E-1312/10/DPO/IDK dtd 06.01.2012.

ORDER No: E3-912/2010/SPB DATED:08.03.2012

Sri. Anwar Hussain, Lower Division Clerk, District Planning Office, Idukki, is hereby declared to have satisfactorily completed the prescribed period of probation in the Cadre of Lower Division Clerk with effect from the F.N of 01.01.2012.

Sd/-
K.S.Anilkumar
Senior Administrative Officer

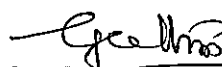
To

Sri. Anwar Hussain, L.D.Clerk

Copy to

1. The District Planning Officer,
Idukki,
2. The Stock file

Forwarded/By Order


Senior Superintendent



7001

നം. ഇ2-1477/10/ഡിവിഒ/കെടിഎം

ജില്ലാ പ്ലാനിംഗ് ഓഫീസ്,
കോട്ടയം, 22/09/2012

പ്രേഷിതൻ

ജില്ലാ പ്ലാനിംഗ് ഓഫീസർ,
കോട്ടയം.

29/9/12

സീകർത്താവ്

മെമ്പർ സെക്രട്ടറി,
സംസ്ഥാന ആസൂത്രണ ബോർഡ്,
പട്ടം, തിരുവനന്തപുരം.

E3

സർ,

വിഷയം:- ജീവനക്കാര്യം -ജില്ലാ പ്ലാനിംഗ് ഓഫീസ് - ശ്രീ. മനോജ്.പി.വി, ലോവർ ഡിവിഷൻ ക്ലാർക്ക്- പ്രൊബേഷൻ ഡിക്ലറേഷൻ - സർവ്വീസ് പുസ്തകം, പ്രൊഫോർമ എന്നിവ അയക്കുന്നത് - സംബന്ധിച്ച്.

സൂചന:- 1. നം. ഇ3 - 5345/10/ എസ്.പി.ബി തീയതി 04/09/2010
2. നം. ഇ2 - 1477/10/ ഡിവിഒ/കെടിഎം/തീയതി 23/09/2010.

ഓഫീസിലെ ലോവർ ഡിവിഷൻ ക്ലാർക്ക് ശ്രീ. മനോജ്.പി.വി, 17.09.2012 -ൽ 2 വർഷം സർവ്വീസ് പൂർത്തീകരിച്ചു. പ്രൊബേഷൻ ഡിക്ലറേഷൻ ചെയ്യുന്നതിലേക്കായി പുരിപ്പിച്ച പ്രൊഫോർമ, സർവ്വീസ് പുസ്തകം എന്നിവ ഇതോടൊപ്പം അയക്കുന്നു.



വിശ്വസ്തതയോടെ,

Tees

ജില്ലാ പ്ലാനിംഗ് ഓഫീസർ
(ഇൻചാർജ്ജ്)

- ഉള്ളടക്കം:
1. പ്രൊഫോർമ
 2. സർവ്വീസ് പുസ്തകം
 3. ഓഫീസറുടെ

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പ്രൊബേഷൻ ഡിക്ലയർ ചെയ്യുവാനുള്ള ശുപാർശ അയക്കാനുള്ള പ്രൊഫോർമ്

1. ഉദ്യോഗസ്ഥന്റെ പേര് : മനോജ് പി.എ
2. തസ്തികയുടെ പേര് : ലോവർ ഫിഫിക്സ് ജൂനർ
3. ശമ്പളവും ശമ്പള സ്കെയിലും : 10210/- 9940-16580
4. (എ) നിയമന രീതി : തേരജ പബ്ലിക് സർവ്വീസ് കമ്മീഷൻ വഴി
- (ബി) അഡ്വൈസ് നമ്പരും/സർക്കാർ ഉത്തരവും തീയതിയും : K-11 (1) 77/07/13 തീയതി 7.08.10
- (സി) നിയമന ഉത്തരവിന്റെ നമ്പരും തീയതിയും : ജ3-5345/10/എസ്.പി.സി തീയതി 4.9.10
- (ഡി) സർവ്വീസിൽ പ്രവേശിച്ച തീയതി/ പ്രമോഷൻ തസ്തികയിൽ പ്രവേശിച്ച തീയതി : 18.09.2010
5. താല്ക്കാലിക സർവ്വീസ് സ്ഥിരപ്പെടുത്തി കൊടുക്കുന്ന ഉത്തരവിന്റെ നമ്പരും തീയതിയും : ജ3-5345/എസ്.പി.സി തീയതി 17/03/2011.
6. (എ) പ്രൊബേഷൻ ഡിക്ലയർ ചെയ്യുന്നതിലേക്കായി പാസ്സാക്കേ ഡിപ്പാർട്ടുമെന്റ് ടെസ്റ്റുകൾ ഏതെല്ലാം? അവ പാസ്സായ തീയതിയും നമ്പരും :

a) മാനവൽ കൗൺസിൽ ഫോഴ്സേഡ് റെസ്റ്റ്
01/12 17609
 b) അനന്തൽ റെസ്റ്റ്-ലോവർ
01/11 17567
 07/11 16569
- (ബി) ടെസ്റ്റ് പാസായതു സംബന്ധിച്ച വിവരം സർവ്വീസ് ബുക്കിൽ രേഖപ്പെടുത്തിയിട്ടുണ്ടോ? : ഉണ്ട്.
- (സി) പ്രൊബേഷൻ ഡിക്ലയർ ചെയ്യാൻ ഔട്ടേൺ ബാധകമാണെങ്കിൽ അതിന്റെ വിശദവിവരം : നോട്ട് ചെയ്ത.
- (ഡി) പ്രൊബേഷൻ കാലത്തെ ഉദ്യോഗസ്ഥന്റെ സ്വഭാവവും ജോലിക്കുള്ള സാമർത്ഥ്യവും സംബന്ധിച്ച വിവരം : - - - - - നല്ലത്
7. (എ) പ്രോവിഡന്റ് ഫണ്ടിൽ ചേർന്നിട്ടുണ്ടോ? : ഉണ്ട്
- (ബി) സ്റ്റേറ്റ് ലൈഫ് ഇൻഷുറൻസിൽ ചേർന്നിട്ടുണ്ടോ? : ഉണ്ട്
- (സി) ഗ്രൂപ്പ് ഇൻഷുറൻസിൽ ചേർന്നിട്ടുണ്ടോ? : ഉണ്ട്

(ഡി) മേൽ സൂചിപ്പിച്ച സ്കീമുകളിൽ : ഉണ്ട്
അംഗമായിട്ടുള്ള വിവരം സർവ്വീസ്
പുസ്തകത്തിൽ രേഖപ്പെടുത്തിയിട്ടുണ്ടോ?

8. (എ) പ്രൊബേഷൻ കാലയളവിൽ : ബാധിതരല്ല.
പ്രൊബേഷനു കണക്കാക്കാത്ത
കാലയളവ് എത്ര?

(ബി) പ്രൊബേഷൻ കാലയളവിൽ : ബാധിതരല്ല
എടുത്തിട്ടുള്ള ലീവിന്റെ വിശദവിവരം ഒരു
പ്രത്യേക സ്റ്റേറ്റ്‌മെന്റായി പ്രൊഫോർമ
യോടൊപ്പം ചേർത്തിട്ടുണ്ടോ? (ലീവിന്
മുന്നിലും പിന്നിലുമുള്ള അവധി
ദിവസങ്ങളുടെ വിവരം ചേർത്തിരിക്കണം)

9. പ്രൊബേഷൻ കാലത്തു ശിക്ഷണ നടപടികൾ : ഇല്ല.
എന്തെങ്കിലും എടുത്തിട്ടുണ്ടോ? (നിലവിലുണ്ടോ?
(വിശദവിവരം ചേർക്കുക)

10. (എ) പ്രൊബേഷൻ ആരംഭിച്ച തീയതി : 18.09.2010
(ബി) പ്രൊബേഷൻ കാലാവധി : ഒൻപ്താമത്ത്
(സി) പ്രൊബേഷൻ നീട്ടിയിട്ടുള്ള കിൾ അതിന്റെ : ഇല്ല.
വിശദവിവരം

(ഡി) പ്രൊബേഷൻ കണക്കാക്കാത്ത കാലാവധി : ബാധിതരല്ല.

(ഇ) പ്രൊബേഷൻ കാലാവധി പൂർത്തിയാക്കിയ : 17.09.2012
തീയതി

(എഫ്) പ്രൊബേഷൻ ഡിക്ലയർ ചെയ്ത തീയതി : 17.09.2012

11. പ്രൊബേഷൻ കാലാവധി ഡിക്ലയർ ചെയ്യുന്നതിനു : ഇല്ല ബാധിത ഇൻ്റീറമെൻ്റ് നാൻചെട്ടൻ
മുമ്പായി ഇംക്രിമെന്റ് നൽകിയിട്ടുള്ള കിൾ അതു
സംബന്ധിച്ച വിശദവിവരം

മുകളിൽ പ്രസ്താവിച്ചിട്ടുള്ള കാര്യങ്ങൾ സർവ്വീസ് പുസ്തകത്തിലെയും മറ്റു രേഖകളുമായും
ഒത്തുനോക്കി ശരിയാണെന്നു സാക്ഷ്യപ്പെടുത്തിക്കൊള്ളുന്നു.

സ്ഥലം : കോട്ടയം
തീയതി : 22.9.12.



Tes P
Tes P mathew
DISTRICT PLANNING OFFICER 1/c
KOTTAYAM
ഓഫീസ് തലവന്റെ ഒപ്പും
പേരു തസ്തികയും

APPLICATION FOR DECLARATION OF PROBATION
(GAZETTED/ NON GAZETTED)

1. Name of Employee : **MANOJ. PV**
2. Designation and station now working : **LDC, District Planning Office, Kollayano**
3. Present pay and scale of pay : **Rs-10210/- 9940-16580**
4. a) Nature of appointment : **Direct through KPSC**
 b) Advice No./ Government Order & date : **K-11(C1) 77/07/13 dated 7.8.10**
 c) No. & date of appointment order : **E3-5345/10/SPB dated 4.9.10**
 d) No. & date of appointment order : **18.09.2010**
 e) Date of entry in service/ Promotion post : **18.09.2010**
5. Details of station he/she has worked during the period of probation : **District Planning Office, Kollayano**
6. Date of commencement of probation : **18.09.2010**
7. Period of probation : **2 yrs**
8. Normal date of completion of probation : **17.09.2012**
9. Details of leave taken during the period of Probation : **NIL**
10. Test to be passed during the period of probation : **MOP and Account Test. Lower**
11. Details of Test passed with date :

Test	Year of passing	Register Number
MOP	1/12	17609
KSR, KFC Vol. I & II and 2	1/11	16567
Kerala Budget Manual		
Introduction to Income Account		
Account Part I & II and KAC Vol. I	07/11	16569
KTC Vol. I & II and KAC Vol. II		

12. Last date of examination/ test

13. Details of: -

a)	GPF (A/c No. Date, etc)	GAC 421024	
b)	SLI Scheme (A/c No. Date, etc)	KSID/L1/811021160	
c)	GIS Scheme (A/C No. date, etc)	05105305	
d)	FBS (A/c No. date, etc)		
e)	Whether above details has been entered in service book/ Gazetted Entitlement Register	Yes	

14. Details of disciplinary action if any pending against him/her : **NIL**

15. Details of suspension/ punishment or awarded, if any or given during the period of probation : **NIL**

16. Whether increment has been awarded during the probation : **1st periodical increment**

17. Remarks

I **Manoj PV** Hereby declare that the particulars given above are true to the best of my knowledge and belief

Place: **Kollayano**
Date: **22/09/2012**



Signature:
Name: **MANOJ. PV**
Designation: **LOWER DIVISION CLERK**



PROCEEDINGS OF THE SENIOR ADMINISTRATIVE OFFICER,
STATE PLANNING BOARD, THIRUVANANTHAPURAM

Sub: - State Planning Board - Establishment - Sri. Manoj.P.V, L.D. Clerk -
Declaration of probation - Orders issued.

Ref: - Lr. No. E2-1477/10/DPO/KTM dtd 22.09.2012.

ORDER No: E3-912/2010/SPB DATED: 05.10.2012

Sri. Manoj.P.V, Lower Division Clerk, District Planning Office, Kottayam is hereby declared to have satisfactorily completed the prescribed period of probation in the Cadre of Lower Division Clerk with effect from the F.N of 18.09.2012

(Sd-)

JAGANATHAN NAIR.A.R
Senior Administrative Officer

To

Sri. Manoj.P.V, L.D. Clerk

Copy to

The DPO, Kottayam (Service Book of the incumbent enclosed)

Forwarded/By order


Senior Superintendent



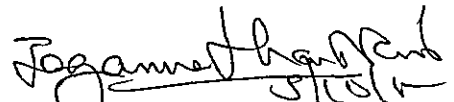
PROCEEDINGS OF THE SENIOR ADMINISTRATIVE OFFICER,
STATE PLANNING BOARD, THIRUVANANTHAPURAM

Sub: - State Planning Board - Establishment - Sri. Manoj.P.V, L.D. Clerk -
Declaration of probation - Orders issued.

Ref: - Lr. No. E2-1477/10/DPO/KTM dtd 22.09.2012.

ORDER No: E3-912/2010/SPB DATED: 00.10.2012

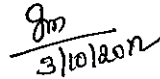
Sri. Manoj.P.V, Lower Division Clerk, District Planning Office, Kottayam is hereby declared to have satisfactorily completed the prescribed period of probation in the Cadre of Lower Division Clerk with effect from the F.N of 18.09.2012


JAGANATHAN NAIR.A.R

Senior Administrative Officer

To

Sri. Manoj.P.V, L.D. Clerk


3/10/2012

Copy to

The DPO, Kottayam (Service Book of the incumbent enclosed)

By ipt. Menger

4691

No.E₁.1604/10/DPO/TVPM.

District Planning Office,
Civil Station,
Thiruvananthapuram
Dated: 26.6.2012.



From

District Planning Officer
Thiruvananthapuram.

To

The Senior Administrative Officer,
State Planning Board,
Pattom, Thiruvananthapuram-4.

Sir,

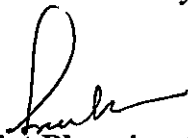
Sub:- D.P.O. TVPM -Estt- Smt.Shileena.S, former L.D.Clerk, -Service Book
and other documents forwarding of - reg.

Ref:-E₃-847/20128SPB dated 23.6.2012.

.....

Referring to the above, I forward herewith the Service Book and other documents in respect of Smt.Shileena.S, former L.D.Clerk of this office for further necessary action. The receipt of the same may be acknowledged.

Yours faithfully,


District Planning Officer

3.

Submitted.

Please take necessary steps
for entering Departmental Test
certificate into my Service Book.
Certificate enclosed.

~~Shilpesh S.~~

Shilpesh S.

LDC, SPB, TUPM.

Jm
23/7/2012

TUPM.

23/7/2012

7731

നം. ഇ2-1477/10/ഡിപിഒ/കെറ്റിഎം

ജില്ലാ പ്ലാനിംഗ് ഓഫീസ്,
കോട്ടയം, 18/10/2012

പ്രേഷിതൻ

ജില്ലാ പ്ലാനിംഗ് ഓഫീസർ,
കോട്ടയം.



E3

സ്വീകർത്താവ്

മെമ്പർ സെക്രട്ടറി,
സംസ്ഥാന ആസൂത്രണ ബോർഡ്,
പട്ടം, തിരുവനന്തപുരം.

സർ,

വിഷയം:- ജീവനക്കാര്യം - ജില്ലാ പ്ലാനിംഗ് ഓഫീസ് -
ശ്രീമനോജ്.പി.വി, ലോവർ ഡിവിഷൻ ക്ലാർക്ക്-
പ്രൊബേഷൻ ഡിക്ലറേഷൻ തീയതിയിലെ പിശക്-
സംബന്ധിച്ച്.

സൂചന:- ഉത്തരവ് നം. ഇ3 - 912/10/ എസ്.പി.ബി തീയതി 05/10/2012

മേൽ സൂചന ഉത്തരവിലേയ്ക്ക് അങ്ങയുടെ ശ്രദ്ധ ക്ഷണിക്കുന്നു..
ശ്രീമനോജ്.പി.വി, ലോവർ ഡിവിഷൻ ക്ലാർക്കിന്റെ പ്രൊബേഷൻ
കാലയളവായ 2 വർഷം പൂർത്തിയാക്കിയ തീയതി 18.09.12 F.N. എന്നതിനു
പകരം 18.10.2012 F.N എന്ന് സൂചന പ്രകാരം ഉത്തരവായിരിക്കുന്നു. ഈ
വിവരം അങ്ങയുടെ അറിവിലേയ്ക്കും അനന്തര നടപടികൾക്കുമായി
അയയ്ക്കുന്നു.

Handwritten signature/initials.

വിശ്വസ്തതയോടെ,

Tees

ജില്ലാ പ്ലാനിംഗ് ഓഫീസർ
(ഇൻചാർജ്ജ്)

ഉള്ളടക്കം: ഉത്തരവിന്റെ പകർപ്പ്

6087131

ഗവൺമെന്റ് സെക്രട്ടറിയേറ്റ്
18105015, ഡയറക്ടറേറ്റ്

18105015/11/1774-5000

സെക്രട്ടറിയേറ്റ്

ഗവൺമെന്റ് സെക്രട്ടറിയേറ്റ്
ഡയറക്ടറേറ്റ്

സെക്രട്ടറിയേറ്റ്

സെക്രട്ടറിയേറ്റ്
സെക്രട്ടറിയേറ്റ് സെക്രട്ടറിയേറ്റ്
ഡയറക്ടറേറ്റ്

സെക്രട്ടറിയേറ്റ്

- ഗവൺമെന്റ് സെക്രട്ടറിയേറ്റ് - ഡയറക്ടറേറ്റ് -
- സെക്രട്ടറിയേറ്റ് സെക്രട്ടറിയേറ്റ് സെക്രട്ടറിയേറ്റ്
- സെക്രട്ടറിയേറ്റ് സെക്രട്ടറിയേറ്റ് സെക്രട്ടറിയേറ്റ്

18105015/11/1774-5000 - 18105015/11/1774-5000

സെക്രട്ടറിയേറ്റ് സെക്രട്ടറിയേറ്റ് സെക്രട്ടറിയേറ്റ്
സെക്രട്ടറിയേറ്റ് സെക്രട്ടറിയേറ്റ് സെക്രട്ടറിയേറ്റ്
സെക്രട്ടറിയേറ്റ് സെക്രട്ടറിയേറ്റ് സെക്രട്ടറിയേറ്റ്
സെക്രട്ടറിയേറ്റ് സെക്രട്ടറിയേറ്റ് സെക്രട്ടറിയേറ്റ്
സെക്രട്ടറിയേറ്റ് സെക്രട്ടറിയേറ്റ് സെക്രട്ടറിയേറ്റ്

സെക്രട്ടറിയേറ്റ്

ഗവൺമെന്റ് സെക്രട്ടറിയേറ്റ്
(സെക്രട്ടറിയേറ്റ്)

സെക്രട്ടറിയേറ്റ്



PROCEEDINGS OF THE SENIOR ADMINISTRATIVE OFFICER,
STATE PLANNING BOARD, THIRUVANANTHAPURAM

Sub: - State Planning Board - Establishment - Sri. Manoj.P.V, L.D. Clerk -
Declaration of probation - Orders issued.

Ref: - Lr. No. E2-1477/10/DPO/KTM dtd 22.09.2012.

ORDER No: E3-912/2010/SPB DATED: 05.10.2012

Sri. Manoj.P.V, Lower Division Clerk, District Planning Office, Kottayam is
hereby declared to have satisfactorily completed the prescribed period of probation in
the Cadre of Lower Division Clerk with effect from the F.N of 18.09.2012

(Sd-)
JAGANATHAN NAIR.A.R
Senior Administrative Officer

To

Sri. Manoj.P.V, L.D. Clerk

Copy to

✓ The DPO, Kottayam (Service Book of the incumbent enclosed)

Forwarded/By order

Senior Superintendent

റിപ്പോർട്ട്

നാഷണൽ കൗൺസിൽ ഓഫ് റിസർച്ച്
 ആൻഡ് ടെക്നിക്കൽ വിപ്ലവത്തിൽ എൽ. വി. കൗൺ-
 സിൽ മോളെ ജൂനിയർ ഗ്രേഡ് സ്കൂൾ ജോലി ചെയ്-
 ത്തു പഠനം തുടർന്നു കൊണ്ടിരിക്കുന്നു എന്ന
 മെമ്പർമാർ കൗൺസിൽ കൗൺസിൽ നിന്ന് പണം
 തുക കടം വാങ്ങുന്നു എന്നു പറയുന്ന റിപ്പോർട്ട്
 ചുമത്തി കൊടുത്തു. കൗൺസിൽ ജാലപാലം
 ഓഫീസിൽ നിന്ന് തുക കടം വാങ്ങുന്നു എന്നു പറയുന്ന
 പണം കൂടി റിപ്പോർട്ട് ചുമത്തി കൊടുത്തു.

2/30
 15.12.12



15/12/12
 H. G. S.
 Plan Pundit Officer
 State Planning Board
 Pattom Palace PO
 Thiruvananthapuram

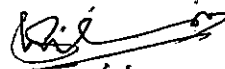
Submitted

As I complete
in this department
I kindly request you
steps to declare my

years service
August 2012,
take necessary
tion.

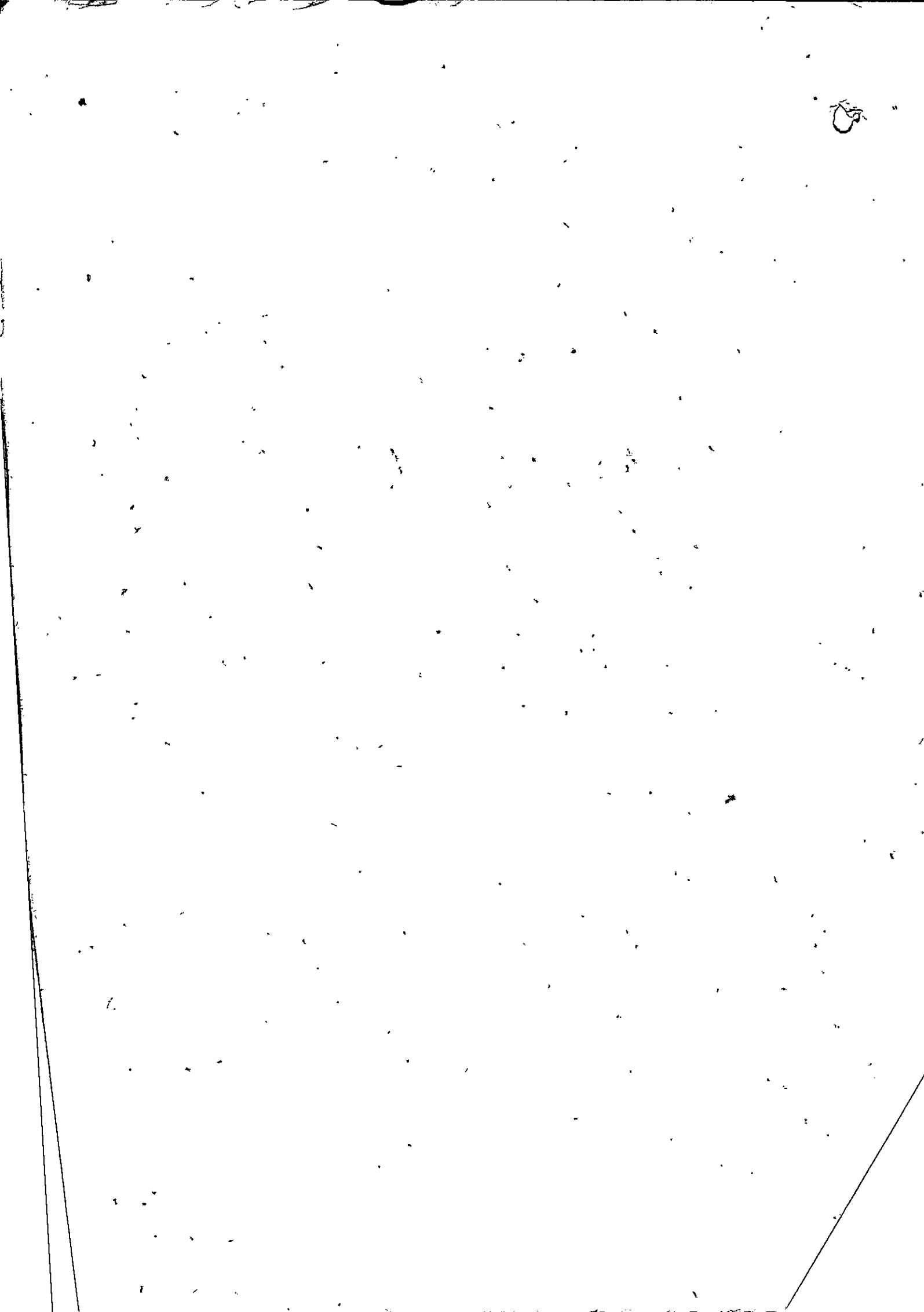
TUPM.

6/8/2012.



Shilpa S.

LDC, SPB, TUPM.





**PROCEEDINGS OF THE SENIOR ADMINISTRATIVE OFFICER,
STATE PLANNING BOARD, THIRUVANANTHAPURAM**

Sub: - State Planning Board - Establishment – Smt. Shileena.S, L.D. Clerk -
Declaration of probation - Orders issued.

Ref: - Submission dated.06.08.2012. from Smt.Shileena.S,L.D Clerk.

ORDER No: E3-912/2010/SPB DATED: 21.12.2012

Smt.Shileena.S, Lower Division Clerk, State Planning Board,Thiruvananthapuram is declared to have satisfactorily completed the prescribed period of probation in the Cadre of Lower Division Clerk with effect from the F.N of 04.08.2012

(Sd-)

**KRISHNA SARMA.P
Senior Administrative Officer**

To

Smt.Shileena.S, L.D. Clerk

Copy to

- 1.The Plan Publicity Officer,SPB
- 2.The Accounts Section.
- 3.Office copy& Stock file

Forwarded/By order


Senior Superintendent



PROCEEDINGS OF THE SENIOR ADMINISTRATIVE OFFICER,
STATE PLANNING BOARD, THIRUVANANTHAPURAM

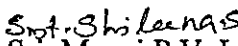
Sub: - State Planning Board - Establishment – Smt. Shileena.S, L.D. Clerk -
Declaration of probation - Orders issued.

Ref: - Submission dated.06.08.2012. from Smt.Shileena.S,L.D Clerk.

ORDER No: E3-912/2010/SPB DATED: 04.08.2012

Smt.Shileena.S, Lower Division Clerk, State Planning Board,Thiruvananthapuram is ~~hereby~~ declared to have satisfactorily completed the prescribed period of probation in the Cadre of Lower Division Clerk with effect from the F.N of 04.08.2012


21/12/12
KRISHNA SARMA.P
Senior Administrative Officer

To

~~Smt. Shileena.S~~
Smt. Shileena.S, L.D. Clerk


21/12/12

Copy to

- 1.The Plan Publicity Officer,SPB
- 2.The Accounts Section.
- 3.Office copy& Stock file

സമരക്കുറിപ്പ്

ഞാൻ 22/01/2011 ന് LDC ഭരണ സമരം
ആരംഭിച്ചതും അതിന്റെ ഭാഗമായി പത്രം

മുഖം പത്രം വിതരണം ചെയ്തതിന്റെ ഭാഗമായി
അതിൽ വിതരണത്തിന് അർപ്പണം.

എസ്

24/01/13.

6588 - E3

Pl. Process

M

24/8/13

S-AO

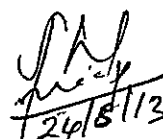
Handwritten signature

H. Kumar. M
LDC

Certificate

Certified that the work & conduct
of Shri. Han Kumar M, LD Clerk is Good.

The Certificate is issued for the
declaration of probation in the cadre of
LDC.


24/5/13
S. ANOOP.
Finance Officer,
State Planning Board
Thiruvananthapuram



PROCEEDINGS OF THE SENIOR ADMINISTRATIVE OFFICER,
STATE PLANNING BOARD, THIRUVANANTHAPURAM

Sub: - State Planning Board - Establishment – Sri.Harikumar.M, L.D Clerk -
Declaration of probation - Orders issued.

Ref: - Submission dated. 24 .07.2013. from Sri.Harikumar.M, Clerk.

ORDER No: E3-912/2010/SPB DATED: 29.08.2013

Sri.Harikumar.M, Lower Division Clerk, State Planning Board, Thiruvananthapuram is declared to have satisfactorily completed the prescribed period of probation in the Cadre of Lower Division Clerk with effect from the F.N of 23.07.2013

[Sd-]

KRISHNA SARMA.P
Senior Administrative Officer

To

Sri.Harikumar.M, Clerk

Copy to

1. The Accounts Section.
2. E2 Seat, Esst. section
3. Office copy & Stock file

Forwarded/By order

Junior Superintendent



PROCEEDINGS OF THE SENIOR ADMINISTRATIVE OFFICER,
STATE PLANNING BOARD, THIRUVANANTHAPURAM

Sub: - State Planning Board - Establishment – Sri.Harikumar.M, Clerk -
Declaration of probation - Orders issued.

Ref: - Submission dated. 24 .07.2013. from Sri.Harikumar.M, Clerk.

ORDER No: E3-912/2010/SPB DATED: 00.08.2013

Sri.Harikumar.M, Lower Division Clerk, State Planning Board, Thiruvananthapuram is declared to have satisfactorily completed the prescribed period of probation in the Cadre of Lower Division Clerk with effect from the F.N of 23.07.2013

29/8/13
KRISHNA SARMA.P
Senior Administrative Officer

24/8

To

Sri.Harikumar.M, Clerk

Copy to

- 1.The Accounts Section.
2. E2 Seat, Estt.section
- 3.Office copy& Stock file

810 4 By Safe Method

3633

No.E2-928/2011/DPM

District Planning Office, Thrissur
Dated: 18.06.2013

E3
The District Planning Officer
District Planning Office
Thrissur

The Member Secretary
State Planning Board
Pattom Palace P.O.
Thiruvananthapuram



Sir,

Sub:- District Planning Office, Thrissur - Establishment - Declaration of
probation of Sri. Rajesh. R, Lower Division Clerk -requisition
forwarding of - reg.

Ref:- Submission dtd: 13.06.2013 of Sri. Rajesh R., Lower Division Clerk.

Kindly see the reference cited. Sri. Rajesh R., L.D. Clerk of this office has requested to take necessary action to declare his probation. He was appointed as LDC in this office in the F.N. of 02.06.2011. He has satisfactorily completed two years of service in this office. His conduct and service in this office is very good and efficient. Hence, I am forwarding herewith the S.B. of the incumbent and duly filled proforma for your information and necessary action.

M
24/6/13

Yours faithfully

A handwritten signature in black ink, appearing to be "Rajesh R.", written over a horizontal line.

District Planning Officer

Encl: Service Book & Proforma

പ്രൊബേഷൻ ഡിക്ലയർ ചെയ്യുവാനുള്ള ശുപാർശ അയക്കാനുള്ള പ്രൊഫോർമ്

1. ഉദ്യോഗസ്ഥന്റെ പേര് : Sri. Rakesh R.
2. തസ്തികയുടെ പേര് : Lower Division Clerk
3. ശമ്പളവും ശമ്പള സ്കെയിലും : Rs 15835/-, Rs. 9940-16580/-
4. (എ) നിയമന രീതി : Direct
- (ബി) അഡ്വൈസ് നമ്പരും/സർക്കാർ ഉത്തരവും തീയതിയും : Adv. No. RI(3)/752/07/9 dt: 4.04.2011
- (സി) നിയമന ഉത്തരവിന്റെ നമ്പരും തീയതിയും : No. C3-4793/2009/SPB dt: 23.05.2011
- (ഡി) സർവ്വീസിൽ പ്രവേശിച്ച തീയതി/ പ്രമോഷൻ തസ്തികയിൽ പ്രവേശിച്ച തീയതി : 2.06.2011 (C.N)
5. താല്ക്കാലിക സർവ്വീസ് സ്ഥിരപ്പെടുത്തിക്കൊണ്ടുള്ള ഉത്തരവിന്റെ നമ്പരും തീയതിയും :
6. (എ) പ്രൊബേഷൻ ഡിക്ലയർ ചെയ്യുന്നതിലേക്കായി പാസ്സാക്കേണ്ട ഡിപ്പാർട്ടുമെന്റ് ടെസ്റ്റുകൾ ഏതെല്ലാം? അവ പാസ്സായ തീയതിയും നമ്പരും : MOP - 01/12 - Reg. 21678C
- (ബി) ടെസ്റ്റ് പാസായതു സംബന്ധിച്ച വിവരം സർവ്വീസ് ബുക്കിൽ രേഖപ്പെടുത്തിയിട്ടുണ്ടോ? : Yes
- (സി) പ്രൊബേഷൻ ഡിക്ലയർ ചെയ്യാൻ ഔട്ടേൺ ബാധകമാണെങ്കിൽ അതിന്റെ വിശദവിവരം : -
- (ഡി) പ്രൊബേഷൻ കാലത്തെ ഉദ്യോഗസ്ഥന്റെ സ്വഭാവവും ജോലിക്കുള്ള സാമർത്ഥ്യവും സംബന്ധിച്ച വിവരം : Very Good character and efficient
7. (എ) പ്രോവിഡന്റ് ഫണ്ടിൽ ചേർന്നിട്ടുണ്ടോ? : Yes
- (ബി) സ്റ്റേറ്റ് ലൈഫ് ഇൻഷുറൻസിൽ ചേർന്നിട്ടുണ്ടോ? : Yes
- (സി) ഗ്രൂപ്പ് ഇൻഷുറൻസിൽ ചേർന്നിട്ടുണ്ടോ? : Yes

(ഡി) മേൽ സൂചിപ്പിച്ച സ്കീമുകളിൽ അംഗമായിട്ടുള്ള വിവരം സർവ്വീസ് പുസ്തകത്തിൽ രേഖപ്പെടുത്തിയിട്ടുണ്ടോ? : *Yes*

8. (എ) പ്രൊബേഷൻ കാലയളവിൽ പ്രൊബേഷനു കണക്കാക്കാത്ത കാലയളവ് എത്ര? : *—*

(ബി) പ്രൊബേഷൻ കാലയളവിൽ എടുത്തിട്ടുള്ള ലീവിന്റെ വിശദവിവരം ഒരു പ്രത്യേക സ്റ്റേറ്റ്‌മെന്റായി പ്രൊഫോർമയോടൊപ്പം ചേർത്തിട്ടുണ്ടോ? (ലീവിന് മുന്നിലും പിന്നിലുമുള്ള അവധി ദിവസങ്ങളുടെ വിവരം ചേർത്തിരിക്കണം) : *—*

9. പ്രൊബേഷൻ കാലത്തു ശിക്ഷണ നടപടികൾ എന്തെങ്കിലും എടുത്തിട്ടുണ്ടോ/നിലവിലുണ്ടോ? (വിശദവിവരം ചേർക്കുക) : *No*

10. (എ) പ്രൊബേഷൻ ആരംഭിച്ച തീയതി : *2.06.2011*

(ബി) പ്രൊബേഷൻ കാലാവധി : *2 years*

(സി) പ്രൊബേഷൻ നീട്ടിയിട്ടുണ്ടെങ്കിൽ അതിന്റെ വിശദവിവരം : *—*

(ഡി) പ്രൊബേഷൻ കണക്കാക്കാത്ത കാലാവധി : *—*

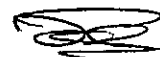
(ഇ) പ്രൊബേഷൻ കാലാവധി പൂർത്തിയാക്കിയ തീയതി : *1.06.2013*

(എഫ്) പ്രൊബേഷൻ ഡിക്ലയർ ചെയ്യേണ്ട തീയതി : *2.06.2013*

11. പ്രൊബേഷൻ കാലാവധി ഡിക്ലയർ ചെയ്യുന്നതിനു മുമ്പായി ഇംക്രിമെന്റ് നൽകിയിട്ടുണ്ടെങ്കിൽ അതു സംബന്ധിച്ച വിശദവിവരം : *1st Periodical Increment on 01.06.2012*

മുകളിൽ പ്രസ്താവിച്ചിട്ടുള്ള കാര്യങ്ങൾ സർവ്വീസ് പുസ്തകത്തിലെയും മറ്റു രേഖകളുമായും ഒത്തുനോക്കി ശരിയാണെന്നു സാക്ഷ്യപ്പെടുത്തിക്കൊള്ളുന്നു.

സ്ഥലം : *തൃശ്ശൂർ*
തീയതി : *19-6-2013*


T.S. RADHAKRISHNAN
District Planning Officer
ഓഫീസ് തലവന്റെ ഒപ്പും പേരും തസ്തികയും

DISTRICT PLANNING OFFICE
TRICHUR.

APPLICATION FOR DECLARATION OF PROBATION
(GAZETTED/ NON GAZETTED)

1. Name of Employee : Sni. Rajesh R.
2. Designation and station now working : L.D.C., District Planning Office Thiruvananthapuram.
3. Present pay and scale of pay : Rs 15835 , Rs. 9940 - 16580/-
4. a) Nature of appointment : Direct
- b) Advice No./ Government Order & date : Adv. Ltr. No. R1(3)/752/07/9 dt: 4.04.2011
- c) No. & date of appointment order : NO.E3 -4 793/2009/SPB dt: 23.05.2011
- d) No. & date of appointment order :
- e) Date of entry in service/ Promotion-post : 2.06.2011 F.N.
5. Details of station he/she has worked during the period of promotion :
6. Date of commencement of probation : 2.06.2011
7. Period of probation : 2 years
8. Normal date of completion of probation : 1.06.2013
9. Details of leave taken during the period of Probation : N.A.
10. Test to be passed during the period of probation : MOP
11. Details of Test passed with date :

Test	Year of passing	Register Number
MOP	01/12	21678

12. Last date of examination/ test

13. Details of:-

a)	GPF (A/c No. Date, etc)	CHAC 434969	
b)	SLI Scheme (A/c No. Date, etc)	KSID/LI/811126170 Dt: 27.06.2011	
c)	GIS Scheme (A/C No. date, etc)	Passbook not received	
d)	FBS (A/c No. date, etc)	—	
e)	Whether above details has been entered in service book/ Gazetted Entitlement Register	Yes	

14. Details of disciplinary action if any pending against him/her : No

15. Details of suspension/ punishment or awarded, if any or
given during the period of probation : No

16. Whether increment has been awarded during the probation : Yes

17. Remarks

I Rajesh R...... Hereby declare that the particulars given above are true
to the best of my knowledge and belief.

Place: Thiruvananthapuram
Date: 17.06.2013

Signature:
Name ;
Designation:

Rajesh R.
LDC



PROCEEDINGS OF THE SENIOR ADMINISTRATIVE OFFICER,
STATE PLANNING BOARD, THIRUVANANTHAPURAM

Sub: - State Planning Board - Establishment – Sri. ^{Rajesh.R.}Harikumar.M., L.D Clerk -
Declaration of probation - Orders issued.

Ref: - ^{Li.No.E2-928/2011/SPB dt. 18/6/13} Application for Declaration of Probation Dt. 17.06.2013. from
Sri.Rajesh.R., Clerk,DPO,Thrissur

ORDER No: E3-912/2010/SPB DATED: 00.09.2013

Sri.Rajesh.R., Lower Division Clerk, District planning Office, Thrissur is
declared to have satisfactorily completed the prescribed period of probation in the
Cadre of Lower Division Clerk with effect from the F.N of 02.06.2013

1/
3/9/13

KRISHNA SARMA.P
Senior Administrative Officer

3/9

To

Sri.Rajesh.R., Clerk,DPO,Thrissur

Copy to

- 1.The District Planning Officer, Thrissur.
- 2.The Accounts Section.
- 3.Office copy& Stock file.



**PROCEEDINGS OF THE SENIOR ADMINISTRATIVE OFFICER,
STATE PLANNING BOARD, THIRUVANANTHAPURAM**

Sub: - State Planning Board - Establishment – Sri.Rajesh.R, L.D Clerk -
Declaration of probation - Orders issued.

Ref: - Lr.No.E2-928/2011/DPM Dt. 18 .06.2013. from DPO,Thrissur

ORDER No: E3-912/2010/SPB DATED: 03.09.2013

Sri.Rajesh.R, Lower Division Clerk, District planning Office Thrissur is
declared to have satisfactorily completed the prescribed period of probation in the
Cadre of Lower Division Clerk with effect from the F.N of 02.06.2013

[Sd-]

KRISHNA SARMA.P
Senior Administrative Officer

To

Sri.Rajesh.R,Clerk,DPO,Thrissur

Copy to

- 1.The District Planning Officer, Thrissur.
- 2.The Accounts Section.
- 3.Office copy& Stock file.

Forwarded/By order

Cebant

Junior Superintendent



STATE PLANNING BOARD

No: E3-912/2010/SPB

By Regd Post 1810
Pattom Palace.P.O.
Thiruvananthapuram
Dated: 08/09/2013

From

The Member Secretary

To

The District Planning Officer
District Planning Office
Thrissur.

Sir,

Sub: - State Planning Board - Establishment – Sri.Rajesh.R, Clerk -
Service Book - Returning - reg.

Ref: - 1.Your letter No. E2-928/2111/DPM Dated.18.06.2013.
2.This Office Proceedings of even No. Dated.03.09.2013

I am to return herewith the Service Book in respect of Sri.Rajesh.R, Clerk,
District Planning Office,Thrissur and copy of proceedings cited for necessary action.

The receipt of Service Book may please be acknowledged.

Yours faithfully

OK -
9/9/13
For Member Secretary

352/9

By Registered with A/D



STATE PLANNING BOARD

No: 3-912/2010/SPB

Pattom Palace P.O
Thiruvananthapuram
Dated: 09.09.2013

From

The Member Secretary

To

The District Planning Officer
District Planning Office
Thrissur.

Sir,

Sub: - State Planning Board - Establishment - Sri.Rajesh R, Clerk - Service Book
- Returning - Reg.

Ref:- 1. Your letter No.E2-928/2111/DPM dated 18.06.2013.
2. This office proceedings of even No. dated 03.09.2013

I am to return herewith the Service Book in respect of Sri. Rajesh R, Clerk,
District Planning Office, Thrissur and copy of proceedings cited for necessary action.

The receipt of Service Book may please be acknowledged.

Yours faithfully

For Member Secretary



PROCEEDINGS OF THE SENIOR ADMINISTRATIVE OFFICER,
STATE PLANNING BOARD, THIRUVANANTHAPURAM

Sub: - State Planning Board - Establishment – Smt.Soumini Devi.R, L.D Clerk
- Declaration of Probation - Orders issued.

Ref: - Proceedings No.E3-4793/09/SPB Dt.23.07.2014 of the Senior
Administrative Officer, State Planning Board.

ORDER No: E3-912/2010/SPB DATED: 00.07.2014

Smt.Soumini Devi.R, Clerk,District Planning Office, Pathanamthitta is declared
to have satisfactorily completed the prescribed period of probation in the Cadre of
Lower Division Clerk with effect from the F.N of 09.11.2013

25/7/14

KRISHNA SARMA.P
Senior Administrative Officer

To

- 1.Smt.Soumini Devi.R,Clerk,DPO,Pathanamthitta.
- 2.District Planning Officer,Pathanamthitta.
- 3.Office copy & Stock file.

Registered with A/D



District Planning Office
Pathanamthitta
Dated : 20/11/2013

No.E1-2210/2012/DPO/PTA

From

The District Planning Officer
Pathanamthitta

To

**The Member Secretary
State Planning Board
Thiruvananthapuram**

Sir,

Sub:- Establishment - District Planning Office, Pathanamthitta - Smt.Souminidevi.R. L.D.Clerk-
Probation - declaration - reg

Ref:- Submission dated 15/11/2013 of Smt.Souminidevi.R. L.D.Clerk

I am forwarding herewith the duly filled in Proforma along with Service Book for declaration of probation in respect of Smt.Souminidevi.R. L.D.Clerk of this office who has successfully completed the period of probation in the cadre of L.D.Clerk as on the A.N. of 09/11/2013. I request that action may please be taken to declare her probation in the post of L.D.Clerk with effect from 10/11/2013.

Yours faithfully,


District Planning Officer


dpo/Esta.E1/Probation form

PROFORMA FOR DECLARATION OF PROBATION

1. Name of Probationer : Souminidevi.R
2. Post : L.D.Clerk
3. Date of Commencement of Service in the post : 09/11/2011 F.N
4. Period of Probation : 9/11/2011 to 09/11/2013
5. Date of Successful Completion of Probation : 09/11/2013
6. Examination to be passed : Manual of Office Procedure
7. Examination passed quoting authority : Manual of Office Procedure
(Reg.No/105921, Certificate
No.14423/13, Sl.No.48119 of KPSC,
Year of passing 7/2012)
8. Office in which worked with date : State Planning Board, Thiruvananthapuram
(09/11/2011 to 15/11/2012) District
Planning Office, Pathanamthitta
(from 16/11/2012 and continuing)
9. Leave on Probation Period : Diesnon on 21-8-2012 (one day)
10. Remarks (*Conduct, Charactor & work*) : Good

The incumbent has joined in the GPF, SLI and GIS schemes within the probation period


District Planning Officer
Pathanamthitta

Place : Pathanamthitta
Date : 20/11/2013

sel/esta/E1/Proba form



STATE PLANNING BOARD

No: E3-912/2010/SPB.

Pattom Palace.P.O.
Thiruvananthapuram
Dated: 31/07/2014

From

The Member Secretary

To

**The District Planning Officer
District Planning Office
Pathanamthitta.**

Sir,

**Sub: - State Planning Board - Establishment – Smt.Soumini Devi.R, Clerk -
Service Book - Returning - reg.**

**Ref: - 1.This Office proceedings of even No. Dated.23.07.2014.
2.This Office Proceedings of even No. Dated.25.07.2014**

I am to return herewith the Service Book in respect of Smt.Soumini Devi.R,
Clerk, District Planning Office,Pathanamthitta and copy of proceedings cited for
necessary action.

The receipt of Service Book may please be acknowledged.

Yours faithfully

For Member Secretary



PROCEEDINGS OF THE SENIOR ADMINISTRATIVE OFFICER,
STATE PLANNING BOARD, THIRUVANANTHAPURAM

Sub: - State Planning Board - Establishment – Smt.Soumini Devi.R, L.D Clerk
- Declaration of Probation - Orders issued.

Ref: - Proceedings No.E3-4793/09/SPB Dt.23.07.2014 of the Senior
Administrative Officer, State Planning Board.

ORDER No: E3-912/2010/SPB DATED: 25.07.2014

Smt.Soumini Devi.R, Clerk,District Planning Office, Pathanamthitta is declared to have satisfactorily completed the prescribed period of probation in the Cadre of Lower Division Clerk with effect from the F.N of 09.11.2013

[Sd-]

KRISHNA SARMA.P
Senior Administrative Officer

To

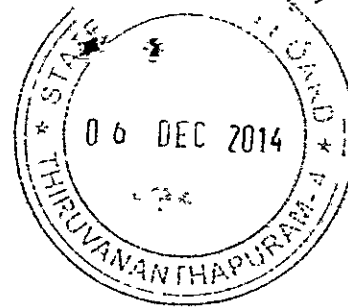
1. Smt.Soumini Devi.R, Clerk, DPO, Pathanamthitta.
2. District Planning Officer, Pathanamthitta.
3. Office copy & Stock file.

Forwarded/By order

Junior Superintendent

237
E3 01/6886

REGISTERED/A.D



No.E1-340/2012/DPO/KKD

District Planning Office
Kozhikode.
25/11/2014.

From

The District Planning Officer
Kozhikode.

To

The Member Secretary
State Planning Board
Thiruvananthapuram.

E3
Sir,

Sub: Estt. DPO, Kozhikode – Sri. Rejeesh.T, Clerk – Declaration of Probation –
Service Book & Proforma – forwarding of - reg.
Ref: Submission of Sri. Rejeesh.T, Clerk dtd. 04/08/2014.

I am forwarding herewith the Service Book and duly filled-in proforma in respect of Sri. Rejeesh.T, Clerk of this office for declaration of his probation in the cadre Clerk as he completed two years in service on 04.03.2014 ~~K.N.~~

It is certified that he has subscribed with GPF, SLI and GIS and also made nominations accordingly (entered in Service Book).

M
6/12/14
Yours faithfully,


District Planning Officer

Encl: Service Book & Proforma





STATE PLANNING BOARD

No: E3-912/2010/SPB

Pattom Palace.P.O.
Thiruvananthapuram
Dated: 00/01/2015

From

The Member Secretary

To

**The District Planning Officer
District Planning Officer
Kozhikode.**

Sir,

**Sub: - State Planning Board - Establishment - Sri.Rejeesh.T Clerk -
Service Book - Returning - reg.**

**Ref: - 1. Your Lr. No. E1-340/2012/DPO/KKD dt 25/11/14.
2. This Office proceedings of even No. Dated. 00.01.2015.**

I am to return herewith the Service Book in respect of Sri.rejeesh.T, Clerk,
District Planning Office,Kozhikode and copy of proceedings cited for necessary action.

The receipt of Service Book may please be acknowledged.

Yours faithfully

Ad
12/1/15

For Member Secretary

512



**PROCEEDINGS OF THE SENIOR ADMINISTRATIVE OFFICER,
STATE PLANNING BOARD, THIRUVANANTHAPURAM**

Sub: - State Planning Board - Establishment - Sri.Rejeesh.T, L.D Clerk
,District Planning Office,Kozhikode - Declaration of Probation -
Orders issued.

Ref: - Proceedings No.E3-4793/09/SPB Dt.16.01.2015 of the Senior
Administrative Officer, State Planning Board.

ORDER No: E3-912/2010/SPB DATED: 06.01.2015

Sri.Rejeesh.T, Clerk,District Planning Office, Kozhikode is declared to have
satisfactorily completed the prescribed period of probation in the Cadre of Lower
Division Clerk with effect from the F.N of 06.03.2014

01/11/15

KRISHNA SARMA.P
Senior Administrative Officer

div

To

- 1.Sri.Rejeesh.T,Clerk,DPO,Kozhikode.
- 2.District Planning Officer,Kozhikode.
- 3.Office copy & Stock file.



PROCEEDINGS OF THE SENIOR ADMINISTRATIVE OFFICER,
STATE PLANNING BOARD, THIRUVANANTHAPURAM

(Present: Krishna Sarma.P)

Sub:-State Planning Board - Establishment -Sri.Rejeesh.T, Clerk, District Planning Office,
Kozhikode - Declaration of Probation - Orders issued.

Read:- Order. No. E3-4793/09/SPB Dt. 16.01.2015 of the Sr.Administrative Officer, State
Planning Board

ORDER NO. E3-912/2010/SPB DATED: 17.01.2015

Sri.Rejeesh.T, Clerk, District Planning Office, Kozhikode is declared to have
satisfactorily completed the prescribed period of probation in the cadre of Clerk with effect
from the F.N.of 06.03.2014.

(Sd/-)

Krishna Sarma.P

Senior Administrative Officer

To

1. Sri.Rejeesh.T, Clerk, District Planning Office, Kozhikode
2. District Planning Officer, Kozhikode
3. S/F, O/C

Forwarded/ by Order

Administrative Assistant

441
ESdA
No:P1.514/2013/ DPO/KSD 20585

District Planning Office
Kasaragod
Date: 11.05.2015

From
District Planning Officer,
Kasaragod

To
The Member Secretary,
State Planning Board,
Pattom,
Thiruvananthapuram.



Sir,

Sub:- Estt-DPO-KSD- Smt. Jisha. P, LD Clerk -Declaration of Probation-
Reg.

Ref:- Submission from Smt. Jisha. P, LD Clerk dated 28.04.2015

E3
Vide the above ref. Smt. Jisha. P, LD Clerk of this office has submitted the Pass Certificates of Manual of Office Procedure for the declaration of Probation. Hence, the Service Register along with proposal for the declaration of completion of probation and attested copies of Pass Certificates in respect of Smt. Jisha. P, LD Clerk of this office is submitted for favour of kind necessary action.

Yours faithfully,

District Planning Officer,
Kasaragod.

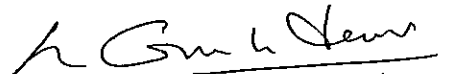
Encl:

1. Service Register
2. Attested copies of Pass Certificates of Departmental tests
3. Proposal for declaration of Probation

PROPOSALS FOR DECLARATION OF COMPLETION OF PROBATION

1. Pen No. : 509363
2. Category of Post : Lower Division Clerk
3. Name of Probationer : Jisha P
4. Actual date of joining duty : 17.04.2013
5. Nature and period of leave other than casual leave during the period of probation : Nil
6. Period of probation prescribed : Two Years
7. No. And date of order of appointment : E3-4793/2009/SPB Dated 08.04.2013
8. Other non-qualifying service if any with date : Nil
9. Period of service in the category which counts for probation : 17.04.2013 to 17.04.2015
10. Date of completion of probation of further service if continuous : ____
11. Whether passed the Departmental test within the period of probation : Yes
12. Date of Birth (in X era) : 03.05.1978
13. Last date of Departmental test examination in which the incumbent passed the test : July 2013
14. Work and conduct : Good
15. Date of retirement of person already retired : Not Applicable
16. Recommendation of the Controlling Officer : Probation may be declared
17. Remarks :

Certified that the above details have been verified by me with the relevant records and found correct.


District Planning Officer (1/c)
Kasaragod.

Place: Kasaragod
Date: 11.05.2015



KERALA PUBLIC SERVICE COMMISSION

DEPARTMENT OF PLANNING



Certificate ID : 12967#1#3

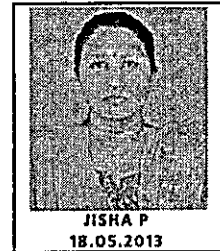
CERTIFICATE



Name of Candidate
JISHA P

Name of the Department
State Planning Board

Name of Examination
Manual of Office Procedure Test



Certified that the candidate has passed the examination conducted by the Kerala Public Service Commission as per the details given below :

Code	Paper Name	Year of Test	Reg. No.
027	Manual of Office Procedure (for Officers other than Secretariat)	Jul-2013	119527

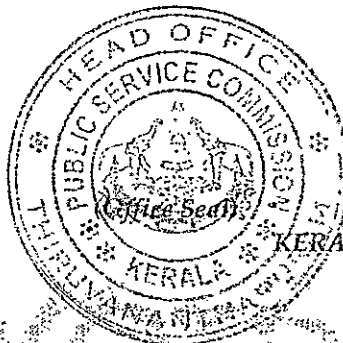
Checked By: (Assistant)
21 (Section Officer)

/ True copy attested /



ANIL PULLUVANTA VALAPPIL
Research Officer
District Planning Office
Kasaragod

Office of the
Kerala Public Service Commission,
Thiruvananthapuram.



[Signature]

UNDER SECRETARY
(Departmental Tests)

KERALA PUBLIC SERVICE COMMISSION

Dated: 11-04-2014

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0005559

കേരള ഹബ്ബിങ്ങ് സർവ്വീസ് കോർപ്പറേഷൻ
ജില്ലാ അതോറിസ്, കോസ്തലേറ്റേഡ്

ඇමුණුක, 2014.03.22.

ജില്ലാ ആഫീസർ
കെ.പി.എസ്.സി ജില്ലാ ആഫീസ്,
കാസർഗോഡ്.

2 The Member Secretary
State Planning Board
Thiruvananthapuram.

വിഷയം: സർവ്വീസ് വെരിഫിക്കേഷൻ - വെരിഫിക്കേഷൻ സർട്ടിഫിക്കറ്റ് കൈമാറുന്നത് - സംബന്ധിച്ച്

സ്പഷ്ടന: ശബരിമല മിഷൻസ് ലെ നമ്പർ കുത്ത്.

27.06.2014 തീയതിയിൽ കേരള പബ്ലിക് സർവ്വീസ് കമ്മീഷൻ ജില്ലാ മാനേജിംഗ് ഓഫീസ്, കടസറംഗോലം വെള്ളാപ്പള്ളി സർവ്വീസ് വെർഷിപ്പിക്കലിൽ പങ്കെടുത്ത താങ്കളുടെ സ്ഥിരപണത്തിലെ/വകുപ്പിലെ താങ്കളെയും 2 ഉദ്യോഗസ്ഥന്റെ/ഉദ്യോഗസ്ഥരുടെ, വെർഷിപ്പിക്കൽ സർട്ടിഫിക്കറ്റുകൾ (ഹോളിഡേയ്ക്കും മുദ്രയേറുകയ്ക്കും ഫൈനലൈസ്ഡ് വെർഷിപ്പിക്കൽ സർട്ടിഫിക്കറ്റുകൾ) ഇത്തരം ഉദ്യോഗസ്ഥരെ കൈമാറുന്നു.

നമ്പർ യു.ജി. നമ്പർ	പേര്/തസ്തിക		നിയമന തീയതി	വേതനപരിധി നടന്ന തീയതി	സർട്ടിഫിക്കറ്റ് നമ്പർ
1	Sri. Sasikumar V	Driver Grade II (LDV)	29.06.2011	27.06.2014	00277
2	Smt. Jisha P	L D Clerk	22.03.2013	27.06.2014	00277

01.03.2011-നോ അതിനുശേഷമോ നിവാരണശുപാർശ ചെയ്യപ്പെട്ട ജീവനക്കളുടെ എണ്ണം ~~അവർ~~ അസ്സൽ തിരിച്ചറിയൽ പുതിയകളും ഇതേയടപ്പം അയയ്ക്കുന്നു.) കൈപ്പറ്റ് രസീതി മടക്കപ്പെട്ടതിൽ ലഭ്യമാക്കുവാൻ താല്പര്യപ്പെടുന്നു.

വിശ്വകർമ്മയുടെ,

കേരള പബ്ലിക് സർവ്വീസ് കമ്മീഷൻ,
ജില്ലാ ആഫീസ്, കുന്നംപുഴ.

Encl: As above



KERALA PUBLIC SERVICE COMMISSION

VERIFICATION CERTIFICATE

No: DOB/587/2014/VC

In response to the letter number E3-6954/2011/SP 13 dated 07.03.2014 received from The Member Secretary, State Planning Board, Thiruvananthapuram, it is certified that the identity of **Smt.Jisha P** who has been advised for appointment (vide advice letter No. KGD I (3)925/2011 dated 22.03.2013) to the post of L D Clerk in State Planning Board Department is verified with the records kept in this office and found correct. If otherwise eligible, her appointment shall be regularised.

Place: Kasaragod,
Date: 27.06.2014,
District Office, Kasaragod

PRAKASHAN KOONERI
District Officer,
Kerala Public Service Commission,
District Office, Kasaragod.



കേരള പബ്ലിക് സർവ്വീസ് കമ്മീഷൻ
ഐഡന്റിഫിക്കേഷൻ സർട്ടിഫിക്കറ്റ്

61

കാറ്റഗറി നമ്പർ	തസ്തികയുടെ പേര്	വകുപ്പ്	സമ്പദ്
4-17/2010	Lower Division Clerk	Various	5250-8390

രജിസ്ട്രർ നമ്പർ	പരീക്ഷാത്തീയതിയും, പരീക്ഷാകേന്ദ്രത്തിന്റെ പേരും
B 116565	23/07/2011 GHSS Kuttamath, Chervathur

ഉദ്യോഗാർത്ഥിയുടെ പേരും മേൽവിലാസവും (പിൻകോഡ് സഹിതം)

JISHA P
VAISHNAVAM
VATTAPOYIL
NILESHWAR
Pin. 671314



VERIFIED

(ഓഫീസ് സീലും സാക്ഷ്യപ്പെടുത്തുന്ന ഉദ്യോഗസ്ഥന്റെ ഒപ്പും ഫോട്ടോയിലും പേപ്പറിലുമായിട്ടായിരിക്കണം സമർപ്പിക്കേണ്ടത്)

ഇതിൽ പറഞ്ഞിരിക്കുന്ന കാര്യങ്ങൾ, ഉദ്യോഗാർത്ഥി സമർപ്പിച്ച രേഖകളുമായി ഒത്തുനോക്കി ശരിയാണെന്ന് ബോധ്യപ്പെട്ടിട്ടുണ്ട്.

(സാക്ഷ്യപ്പെടുത്തുന്ന ഉദ്യോഗസ്ഥന്റെ പേര്, ഉദ്യോഗസ്ഥന്റെ ഒപ്പും, ഉദ്യോഗസ്ഥന്റെ സ്ഥാനം സീൽ പതിച്ചിരിക്കണം)

BALAKRISHNA NAIK. G.
SECTION OFFICER

സർട്ടിഫിക്കറ്റ് പരിശോധനയ്ക്ക് ഹാജരായ ഓഫീസും തീയതിയും	എസ്. എസ്. എൽ. സി. ബുക്ക്/സ്കൂൾ അഡ്മിഷൻ രജിസ്ട്രർ നമ്പർ	457075 1993 March, Mark - 448
KPSC District Office, Kasaragod - 16-3-2012	തിരിച്ചറിയൽ രേഖയുടെ വിശദാംശങ്ങൾ	Election Commission Identity Card No. CCZ 1428507

സാക്ഷ്യപത്രം

മുകളിൽ കൊടുത്തിരിക്കുന്ന വിവരങ്ങൾ സത്യമാണെന്നും ഇതിൽ പതിച്ചിരിക്കുന്നത് ആറ് മാസത്തിനകം എടുത്ത എന്റെ തന്നെ ഫോട്ടോയാണെന്നും 23-07-2011 തീയതിയിൽ നടന്ന പരീക്ഷയിൽ ഞാൻ തന്നെയാണ് പങ്കെടുത്തിട്ടുള്ളതെന്നും ഇതിനാൽ സാക്ഷ്യപ്പെടുത്തിക്കൊള്ളുന്നു.

സ്ഥലം: Kasaragod
തീയതി: 16-3-2012

ഉദ്യോഗാർത്ഥിയുടെ ഒപ്പ്: Jisha
ഉദ്യോഗാർത്ഥിയുടെ പേര്: JISHA P

റാങ്ക് ലിസ്റ്റ് നമ്പരും പ്രസിദ്ധീകരിച്ച തീയതിയും	147/2012/DOB . 30.3-2012
നിയമന ശുപാർശ നൽകിയ തീയതിയും ടേബിൾ (ഒ.സി./ബി.സി.)	22-3-2013 - OC Table
നിയമന ശുപാർശ കത്തിന്റെ നമ്പരും തീയതിയും	KADT(3)925/2011 dt-22-3-2013

VERIFIED

പേപ്പർ, ഉദ്യോഗപ്പേരോടുകൂടിയ സീൽ (മേഖല/ജില്ലാ ഓഫീസർ/അണ്ടർ സെക്രട്ടറി)

KB - മേ. രാജൻ
തന്നെ ബി.കുട്ടി

നിയമന ഉത്തരവിന്റെ നമ്പരും തീയതിയും	E3/4793/2009/SPB dated 08/04/2012
ജോലിയിൽ പ്രവേശിച്ച തീയതിയും ഓഫീസും	Kernul 104/2013 Dist. planning M. Kasaragod

സാക്ഷ്യപ്പെടുത്തുന്ന ഉദ്യോഗസ്ഥന്റെ ഒപ്പ്, പേര്, ഉദ്യോഗപ്പേരോടുകൂടിയ സീൽ

KB - മേ. രാജൻ



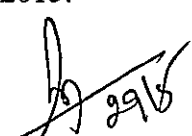
PROCEEDINGS OF THE SENIOR ADMINISTRATIVE OFFICER,
STATE PLANNING BOARD, THIRUVANANTHAPURAM

Sub: - State Planning Board - Establishment – Smt.Jisha.P Clerk, District
Planning Office, Kasaragod - Declaration of probation - Orders issued.

Ref: -1.Lr.No.P1.514/2013/DPO/KSD Dt.11.05.2015 from DPO, Kasaragod.
2.This office order of even no. dated.26.05.2015

ORDER No: E3-178/2013/SPB DATED: 00.05.2015

Smt.Jisha.P, Lower Division Clerk, District Planning Office, ^{Kasaragod} ~~Kottayam~~ is
declared to have satisfactorily completed the prescribed period of probation in the
Cadre of Lower Division Clerk with effect from the F.N of 17.04.2015.


GILBERT WESLY.H

Senior Administrative Officer

012

To

1. Smt.Jisha.P, Clerk, DPO, Kasaragod
2. The District Planning Officer, Kasaragod.
2. E2 Seat, Esst.section
3. Office copy & Stock file

By Regd.Post with A/D



STATE PLANNING BOARD

No: E3-178/2013/SPB

Pattom Palace.P.O.
Thiruvananthapuram
Dated: 00/05/2015

From

The Member Secretary

To

The District Planning Officer
District Planning Office
Kasaragod.

Sir,

Sub: - State Planning Board - Establishment – Sri.Jisha.P, Clerk,DPO,Kasaragod
– Declaration of probation -Service Book - Returning - reg.

Ref: - 1. This Office Proceedings of even No. Dated.26.05.2015.

Smt. Jisha.P, L.D

I am forwarding herewith the Service Book of ~~Sri.K.S.Jayakumar~~, Clerk,District Planning Office,Kasaragod and copy of proceedings cited for necessary action.

The receipt of Service Book may please be acknowledged.

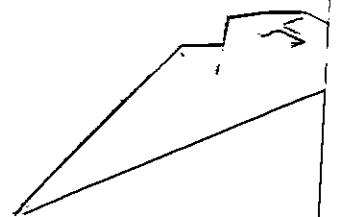
Yours faithfully

[Signature]
For Member Secretary

Encl. as above

Sir

○



By Regd.Post with A/D



STATE PLANNING BOARD

No: E3-178/2013/SPB

Pattom Palace.P.O.
Thiruvananthapuram
Dated: 29/05/2015

From

The Member Secretary

To

The District Planning Officer
District Planning Office
Kasaragod.

Sir,

Sub: - State Planning Board - Establishment-Sri.Jisha.P, Clerk,DPO,Kasaragod-
Declaration of probation -Service Book - Returning - reg.

Ref: - 1. This Office Proceedings of even No. Dated.26.05.2015.

I am forwarding herewith the Service Book of Smt.Jisha.P, Clerk,District
Planning Office,Kasaragod and copy of proceedings cited for necessary action.

The receipt of Service Book may please be acknowledged.

Yours faithfully

For Member Secretary

Encl. as above

FCI 29/05/15



**PROCEEDINGS OF THE SENIOR ADMINISTRATIVE OFFICER,
STATE PLANNING BOARD, THIRUVANANTHAPURAM**

Sub: - State Planning Board - Establishment - Smt.Jisha.P Clerk, District Planning Office, Kasaragod - Declaration of probation - Orders issued.

Ref: -1.Lr.No.P1.514/2013/DPO/KSD Dt.11.05.2015 from DPO, Kasaragod.
2.This office order of even no. dated.26.05.2015

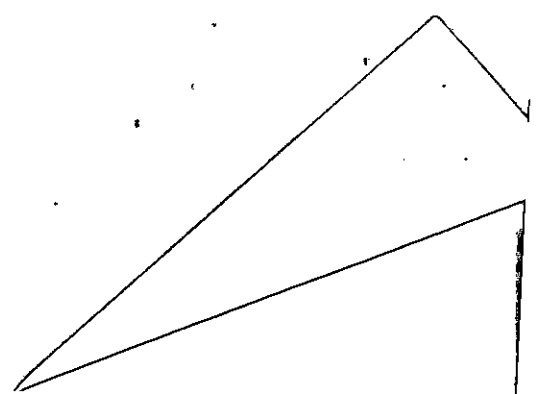
ORDER No: E3-178/2013/SPB DATED: 29.05.2015

Smt.Jisha.P, Lower Division Clerk, District Planning Office, Kasaragod is declared to have satisfactorily completed the prescribed period of probation in the Cadre of Lower Division Clerk with effect from the F.N of 17.04.2015.

GILBERT WESLY.H
Senior Administrative Officer

To

1. Smt.Jisha.P, Clerk, DPO, Kasaragod
2. The District Planning Officer, Kasaragod.
2. E2 Seat, Esst.section
3. Office copy & Stock file



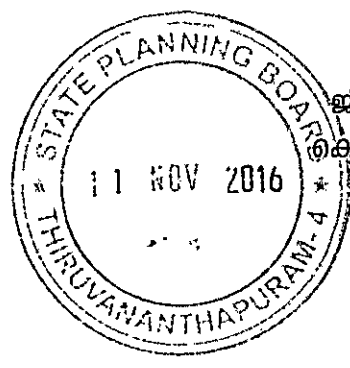
410
EST

34868

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നം.ഇ2.2719/2014/ഡി.പി.ഒ/കൊല്ലം

ജില്ലാ പ്ലാനിംഗ് ആഫീസർ,
കൊല്ലം



ജില്ലാ പ്ലാനിംഗ് ആഫീസ്,
കൊല്ലം, തീയതി. 07.11.2016

സീനിയർ അഡ്മിനിസ്ട്രേറ്റീവ് ആഫീസർ,
സ്റ്റേറ്റ് പ്ലാനിംഗ് ബോർഡ്,
തിരുവനന്തപുരം

സർ,

വിഷയം. - ജില്ലാ പ്ലാനിംഗ് ആഫീസ്, കൊല്ലം-ശ്രീമതി. മീര എം.ആർ, ക്ലർക്കിന്റെ
പ്രൊബേഷൻ ഡിക്രീയർ ചെയ്യുന്നത്- സംബന്ധിച്ച്

സൂചന.- ശ്രീമതി. മീര എം.ആർ, ക്ലർക്ക്, 03.11.2016 ൽ സമർപ്പിച്ച
അപേക്ഷ.

....

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മേൽ സൂചന പ്രകാരം ഈ ഓഫീസിലെ ക്ലർക്ക് ശ്രീമതി. മീര എം.ആർ ന്റെ പ്രൊബേഷൻ
ഡിക്രീയർ ചെയ്യുന്നതിനായി പുരിപ്പിച്ച പ്രൊഫോർമയും, സേവന പുസ്തകവും, ഡിപ്പാർട്ട്മെന്റ് ടെസ്റ്റ്
പാസ്സായതിന്റെ സർട്ടിഫിക്കറ്റുകളുടെ കോപ്പിയും ഇതോടൊപ്പം അയച്ചുകൊള്ളുന്നു.

14/11/16

വിശ്വസ്തതയോടെ,

ജില്ലാ പ്ലാനിംഗ് ആഫീസർ



10-11-12

10-11-12

STATEMENT FOR THE DECLARATION OF THE COMPLETION OF PROBATION

1. Name of Probationer : MEERA.M.R.
2. Category of Post : LOWER DIVISION CLERK
3. Number& Date of order of Appointment/Promotion : E3-4793/2009/SPB
Dtd: 11/11/2014
4. Actual date of joining duty in which Probation is to be declare : 19/11/2014
5. Number & Date of Order of regularizing the Appointment : E3-4793/16/SPB
Dated:31.10.2016
6. Date on which the Appointment Regularized : 19/11/2014
7. Period of Probation Prescribed : 2 Years
8. Particulars of Probation prescribed : Continuous service Two Years
9. Other non- qualifying service, if any , with details (including days prefixed and suffixed with leave : Nil
10. Period of service in the category which counts for probation (Only actual dury) :19/11/2014 -18/11/2016(TwoYears)
11. Date of completion of Probation : 18/11/2016
- 12.Details of Punishment, if any, awarded during the periof of probation : Nil
- 13.Number& Date of order as per which the individual deputed for training : NA
- 14.Date of commencement of Training and Date of completion of Training : NA
- 15.Whether passed Departmental Tests Within the period of probation : Yes
16. Details of obligatory Departmental tests passed



Name of Tests and details of paper appeared	Date of Examinations in which he/she acquired the qualification (Paper-Wise)	No.&Date of Certificates of Departmental Test
1. MOP	104764/Jan- 2015	34184#1#3 Dated:15.7.2015
2. Account Test Lower	104161/Jul- 2015 & 104635/Jan -2016	49848#1#6 Dated:01.10.2016

17. Date of birth : 23/09/1981

18. Date of Retirement in case of persons

Already retired : NA

19. Whether the period of probation was

extended if so, details including No.&Date : No
of order/Proceedings

20. Work and conduct :

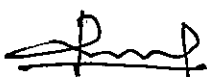
Certified that the above details have been verified with relevant records and found correct.


District Planning Officer
District Planning Officer
Kollam

21. Recommendations of the District Planning Officer
(Work and Conduct)

Certified that the period of probation in respect of Smt. Meera.M.R, clerk has been completed w.e.f **19/11/2016**. My opinion about her work, discipline and conduct are good recommended for declaration of probation.




District Planning Officer
District Planning Officer
Kollam



KERALA PUBLIC SERVICE COMMISSION

DEPARTMENTAL TESTS

CERTIFICATE

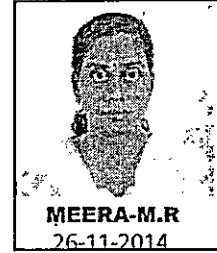
Certificate ID : 34184#1#3



Name of Candidate
MEERA M R

Name of the Department
State Planning Board

Name of Examination
Manual of Office Procedure Test

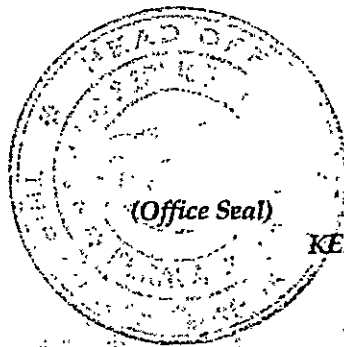


Certified that the candidate has passed the examination conducted by the Kerala Public Service Commission as per the details given below :

Code	Paper Name	Year of Test	Reg. No.
027	Manual of Office.Procedure (for Officers other than Secretariat)	Jan-2015	104764

Checked By: (Assistant)
(Section Officer)

Office of the
Kerala Public Service Commission,
Thiruvananthapuram.



UNDER SECRETARY
(Departmental Tests)
KERALA PUBLIC SERVICE COMMISSION

Dated : 15-07-2015

051314 02201504

0032224



KERALA PUBLIC SERVICE COMMISSION

DEPARTMENTAL TESTS

Certificate ID : 49848#1#6

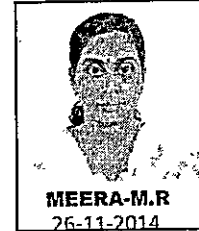
CERTIFICATE



Name of Candidate
MEERA M R

Name of the Department
State Planning Board

Name of Examination
Account Test (Lower)



Certified that the candidate has passed the examination conducted by the Kerala Public Service Commission as per the details given below :

Code	Paper Name	Year of Test	Reg. No.
004	Introduction to the Indian Government Accounts and Audit (Paper III)	Jul-2015	104161
006	Kerala Financial Code - PART I - II PAPER Account Test (Higher)	Jan-2016	104635
008	Kerala Treasury Code - PART II - II PAPER Account Test (Higher)	Jul-2015	104161
009	Kerala Service Rules - PART II - III PAPER Account Test (Higher)	Jan-2016	104635

Checked By: (Assistant)
(Section Officer)

Office of the 01-10-2016
Kerala Public Service Commission,
Thiruvananthapuram.

(Office Seal)

UNDER SECRETARY
(Departmental Tests)
KERALA PUBLIC SERVICE COMMISSION

Dated :

072782 0220150412

0052782

1

8

9



State Planning Board

PROCEEDINGS OF THE SENIOR ADMINISTRATIVE OFFICER
STATE PLANNING BOARD, THIRUVANANTHAPURAM

State Planning Board - Establishment- Smt.Meera.M.R,Clerk,
District Planning Office, Kollam - Probation Declaration - Orders Issued.

- Read: - 1. Order No. E3-4793/09/SPB dated 11.11.2014. ✓
2. Order No:E1-2719/2014/DPO/KOLLAM dated 20.11.2014 of
the District Planning Officer, Kollam ✓
3. Order No. E3-4793/16/SPB dated 23.10.2016 ✓
4. Letter No:E2-2719/2014/DPO/KOLLAM dated 07.11.2016 from the District
Planning Officer, Kollam ✓

ORDER No.E3- 912/2010/SPB

Dated: .11.2016

Smt.Meera.M.R,who was appointed as Clerk as per the Orders read as 1st above and she joined duty in the District Planning Office, Kollam on the F.N of 19.11.2014 vide order read as 2nd above. Her service in the cadre of Clerk was regularized w.e.f 19.11.2014 as per the Order read as 3rd paper above. As per the letter read as 4th above, the District Planning Officer,Kollam reported that during the period of probation she has not availed herself any kind of leave, other than casual leave which would adversely affect the period of probation.

In the circumstances, Smt.Meera.M.R,Clerk,District Planning Office, Kollam is declared to have satisfactorily completed the period of probation in the cadre of Clerk w.e.f the F.N of 19.11.2016. ✓

To:

Smt.Meera.M.R,Clerk,District Planning Office, Kollam,

Copy to:

1. The District Planning Officer, Kollam,
2. CA to Senior Administrative Officer
3. Office Copy & Stock file

Balakrishnan N.B

Senior Administrative Officer



State Planning Board

PROCEEDINGS OF THE SENIOR ADMINISTRATIVE OFFICER
STATE PLANNING BOARD, THIRUVANANTHAPURAM

State Planning Board - Establishment— Smt.Meera.M.R,Clerk,
District Planning Office, Kollam – Probation Declaration - Orders Issued.

Read: - 1. Order No. E3-4793/09/SPB dated 11.11.2014.
2. Order No:E1-2719/2014/DPO/KOLLAM dated 20.11.2014 of
the District Planning Officer, Kollam
3. Order No. E3-4793/16/SPB dated 31.10.2016
4. Letter No:E2-2719/2014/DPO/KOLLAM dated 07.11.2016 from the District
Planning Officer, Kollam

ORDER No.E3- 912/2010/SPB**Dated: 21.11.2016**

Smt.Meera.M.R,who was appointed as Clerk as per the Orders read as 1st above and she joined duty in the District Planning Office, Kollam on the F.N of 19.11.2014 vide order read as 2nd above. Her service in the cadre of Clerk was regularized w.e.f 19.11.2014 as per the Order read as 3rd paper-above. As per the letter read as 4th above, the District Planning Officer,Kollam reported that during the period of probation she has not availed herself any kind of leave, other than casual leave which would adversely affect the period of probation.

In the circumstances, Smt.Meera.M.R,Clerk,District Planning Office, Kollam is declared to have satisfactorily completed the period of probation in the cadre of Clerk w.e.f the F.N of 19.11.2016.

(Sd/-)

Balakrishnan N.B
Senior Administrative Officer

To:

Smt.Meera.M.R,Clerk,District Planning Office, Kollam,

Copy to:

1. The District Planning Officer, Kollam,
2. CA to Senior Administrative Officer
3. Office Copy & Stock file

Forwarded/By order


Administrative Assistant



Registered

STATE PLANNING BOARD

No: E3- ⁹¹² /2010/SPB

Pattom Palace P.O.

From

Thiruvananthapuram

Dated: .11.2016

The Member Secretary

To

The District Planning Officer

Kollam

Sir,

Sub: -State Planning Board - Establishment - Service book, Verification Certificate, Identification Certificate & Order of Probation declaration in respect of Smt.Meera.M.R,Clerk -Forwarding- Reg

Ref:- Your Lr No.E2-2719/2014/DPo/Kollam dated 07.11.2016

I am to forward herewith the Service Book, Verification Certificate, Identification Certificate & Order of Probation ^{declaring the} ~~declaration~~ in respect of Smt.Meera.M.R,Clerk, District Planning Office, Kollam. The details may please be entered in her service book and attested. Verification Certificate and Identification Certificate are also to be pasted in the service book. The receipt of Service book may please be acknowledged.

X It is also noted that the photograph pasted in the SB (Page 13.1) is not attested by the Head of Office. Same has also to be done.
21/11

Yours faithfully

21/11
For Member Secretary

Registered



STATE PLANNING BOARD

No: E3-⁹¹²7/2010/SPB

From

Pattom Palace P.O.

Thiruvananthapuram

Dated: 21.11.2016

The Member Secretary

To

The District Planning Officer

Kollam

Sir,

Sub:- State Planning Board - Establishment - Service book, Verification Certificate, Identification Certificate & Order of Probation declaration in respect of Smt.Meera.M.R,Clerk -Forwarding- Reg

Ref:- Your Lr No.E2-2719/2014/DPo/Kollam dated 07.11.2016

I am to forward herewith the Service Book, Verification Certificate, Identification Certificate & Order of declaring the Probation in respect of Smt.Meera.M.R,Clerk,District Planning Office, Kollam. The details may please be entered in her service book and attested. Verification Certificate and Identification Certificate are also to be pasted in the service book .It is also noted that the photograph pasted in the Service Book(Page No: 1) is not attested by the Head of office .The same may also to be done.The receipt of Service book may please be acknowledged.

Yours faithfully

For Member Secretary



KERALA PUBLIC SERVICE COMMISSION

VERIFICATION CERTIFICATE

No-KPSC-DO-KEM/2028/2015/QR-IV-VAW

In response to the letter number E3-6954/2015/SPB dated 16.03.2015
received from the Member Secretary, State Planning Board, Thiruvananthapuram,

it is certified that the identity of SMT MEERA M R who has been advised for
appointment (vide advice letter No. QRI(I)-1664/11(5) dated 2.1.10/14) to the post of

ED Clerk in State Planning Board is verified with the records kept in this office

and found correct. If otherwise eligible her appointment shall be regularised

RAJAN C

DISTRICT OFFICER

KERALA PUBLIC SERVICE COMMISSION

DISTRICT OFFICE, KOLLAM

Kollam

Date: 08.07.2015



00740097

കേരള പബ്ലിക് സർവ്വീസ് കമ്മീഷൻ
എഡ്യൂക്കേഷൻ സർട്ടിഫിക്കറ്റ്

കാറ്റഗറി നമ്പർ	തസ്തികയുടെ പേര്	വകുപ്പ്	സംഖ്യ
677/2010	LOWER DIVISION CLERK	VARIOUS DEPARTMENT	5250-8390

രജിസ്ട്രേഷൻ നമ്പർ	പരീക്ഷാത്തിയതിയും, പരീക്ഷാകേന്ദ്രത്തിന്റെ പേരും
45481, 13-08-2011	ST. ALOYSIUS H.S.S. KOLLAM

ഉദ്യോഗാർത്ഥിയുടെ പേരും, മേൽവിലാസവും (പിൻകോഡ് സഹിതം):
MEERA M R
GOPALA BHAVANAM
THEKKUMKARA PULLICHIRA P.O.
KOLLAM (PIN) 691304



(അധികാരി, സ്ഥലം സാക്ഷ്യപ്പെടുത്തുന്ന ഉദ്യോഗസ്ഥന്റെ ഒപ്പും ഫോട്ടോയിലും പേരിലുമായി പത്ത് ഉത്തരവ് പറ്റിയിരിക്കുന്ന കാര്യങ്ങൾ ഉൾക്കൊള്ളുന്ന സർട്ടിഫിക്കറ്റിനെ അടിസ്ഥാനമാക്കി ഒത്തുതീർപ്പ് ചെയ്തതായി സാക്ഷ്യപ്പെടുത്തുന്ന ഉദ്യോഗസ്ഥന്റെ പേര്, ഉദ്യോഗപ്പേരോടുകൂടിയ സീൽ പതിപ്പിച്ചിരിക്കുന്നു)
K. RADHAKRISHNA PILLAI
SECTION OFFICER
Kerala Public Service Commission
District Office, Kollam

സർട്ടിഫിക്കറ്റ് പരിശോധനയ്ക്കു ഹാജരായ ഒഫീസറുടെ തീയതിയും	എസ്.എസ്. എൽ. സി. ബുക്കിംഗ് നമ്പർ
C S I CONVENTION CENTRE KOLLAM 16-03-2012	355345
സാക്ഷ്യപത്രം	തിരിച്ചറിയൽ രേഖയുടെ നമ്പർ
മാകുളിൽ കൊടുത്തിരിക്കുന്ന വിവരങ്ങൾ സത്യമാണെന്നും ഇതിൽ പതിച്ചിരിക്കുന്ന തിരുത്തലുകളോടൊന്നും 13-08-2011 തീയതിയിൽ നടന്ന പരീക്ഷയിൽ തന്നെ ഉത്തരവ് സാക്ഷ്യപ്പെടുത്തിക്കൊള്ളുന്നു.	S.B.T. PASS BOOK No. 67147009678

സംഖ്യ	ഉദ്യോഗാർത്ഥിയുടെ പേര്
KOLLAM	MEERA M R
തീയതി	ഉദ്യോഗാർത്ഥിയുടെ പേര്
16-03-2012	MEERA M R

പാലം, ലിസ്റ്റ് നമ്പരും പ്രസിദ്ധീകരിച്ച തീയതിയും	പാലം, ലിസ്റ്റ് നമ്പരും പ്രസിദ്ധീകരിച്ച തീയതിയും
55121 b o a d a l e s 30-03-2012	55121 b o a d a l e s 30-03-2012
മന:സിപാർശം നൽകിയ തീയതിയും ഒപ്പും	മന:സിപാർശം നൽകിയ തീയതിയും ഒപ്പും
M R XL VII 610 C	M R XL VII 610 C

ഒപ്പ്, പേര്, ഉദ്യോഗപ്പേരോടുകൂടിയ സീൽ (മേലം, ലിസ്റ്റ് നമ്പരും പാലം, ലിസ്റ്റ് നമ്പരും സെക്രട്ടറി ഉത്തരവിന്റെ നമ്പരും തീയതിയും)	ഒപ്പ്, പേര്, ഉദ്യോഗപ്പേരോടുകൂടിയ സീൽ (മേലം, ലിസ്റ്റ് നമ്പരും പാലം, ലിസ്റ്റ് നമ്പരും സെക്രട്ടറി ഉത്തരവിന്റെ നമ്പരും തീയതിയും)
Q R 1 166411 dated 21-10-2014	Q R 1 166411 dated 21-10-2014

സാക്ഷ്യപ്പെടുത്തുന്ന ഉദ്യോഗസ്ഥന്റെ ഒപ്പ്, പേര്, ഉദ്യോഗപ്പേരോടുകൂടിയ സീൽ	സാക്ഷ്യപ്പെടുത്തുന്ന ഉദ്യോഗസ്ഥന്റെ ഒപ്പ്, പേര്, ഉദ്യോഗപ്പേരോടുകൂടിയ സീൽ
100,000/DTP.	100,000/DTP.

all
EAT

40468

സമർപ്പണം



Sir,

സംസ്ഥാന പ്ലാനിംഗ് ബോർഡിലെ ക്ലർക്ക് പോലീസ്
ലോലി വെങ്കടേശ്വരൻ എസ് (Suchithra Devi-PS)
സർവീസ് റെലേറ്റഡ് ട്രാൻസ്ഫർ പ്രശ്നത്തിനാൽ
എന്റെ ഓഫീസിൽ വിജ്ഞാപനം ചെയ്യുന്നതിനാലാണ്
ഇതിൽ അടങ്ങിയ വിവരങ്ങൾ അറിയിക്കുന്നതായി ചിലക്കുന്നു.

Sir
16/3/17

മുദ്ര

16/3/17

~~Suchithra~~

Suchithra Devi

LDC

E
S
16/3/17



State Planning Board

PROCEEDINGS OF THE SENIOR ADMINISTRATIVE OFFICER
STATE PLANNING BOARD, THIRUVANANTHAPURAM

State Planning Board-Establishment-Smt.Suchithra Devi.I.S, Clerk, Probation
~~Declaration~~ Orders Issued.

Read: - Proceedings No. E3-4793/09/SPB(1) dated 10.13.2015 of Senior Administrative
Officer, State Planning Board .

ORDER No.E3- 912/2010/SPB

Dated: 03.2017

Smt.Suchithra Devi.I.S who was appointed as Clerk as per the Orders read as 1st
above and she joined duty in the State Planning Board on the F.N of 18.03.2015. Her
service in the cadre of Clerk was regularized w.e.f 18.03.2015. She participated in the
strike on 12.01.2016.

In the circumstances, Smt.Suchithra Devi.I.S Clerk, State Planning Board is declared to have
satisfactorily completed the period of probation in the cadre of Clerk w.e.f the F.N of
19.03.2017.

hp 20/3/17
Balakrishnan N.B
Senior Administrative Officer

20/3/17
To:

20/3/17
Smt.Suchithra Devi.I.S Clerk, State Planning Board,

Copy to:

1. CA to Senior Administrative Officer
2. Office Copy & Stock file



State Planning Board

PROCEEDINGS OF THE SENIOR ADMINISTRATIVE OFFICER
STATE PLANNING BOARD, THIRUVANANTHAPURAM

State Planning Board-Establishment-Smt.Suchithra Devi.I.S,
Clerk, Probation Declared-Orders Issued.

Read: - Proceedings No. E3-4793/09/SPB(1) dated 10.13.2015 of
Senior Administrative Officer, State Planning Board .

ORDER No.E3- 912/2010/SPB

Dated: 20.03.2017

Smt.Suchithra Devi.I.S Clerk, State Planning Board is
declared to have satisfactorily completed the period of probation in
the cadre of Clerk w.e.f the F.N of 19.03.2017.

Sd/-

Balakrishnan N.B
Senior Administrative Officer

To:

Smt.Suchithra Devi.I.S Clerk, State Planning Board,

Copy to:

1. CA to Senior Administrative Officer
2. Office Copy & Stock file

Forwarded/By Order

Junior Superintendent

765
E440

40945



സമര ലിപി.

ഞാൻ സർവ്വീസിൽ പ്രവേശിച്ചിട്ട് 26.03.2017-ൽ
ഒരു വർഷം പൂർത്തിയാക്കിയിട്ടുണ്ട്. ഞാൻ പ്രവേശിച്ച
ശിക്ഷയർ ചെയ്യുന്നതിനുള്ള നടപടികൾ സ്വീകരിക്കണ
മെന്ന് അഭ്യർത്ഥിക്കുന്നു.

മിസ്റ്റർ,

പ്രൊജക്ട്. ഓ. ഓ.

ജൂനിയർ റി.

സെക്രട്ടറി സെക്ഷൻ

പട്ടം,
29.03.2017.

63

30/03/17

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Handwritten mark in the upper middle section.

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KERALA PUBLIC SERVICE COMMISSION

DEPARTMENTAL TESTS

Certificate ID: 62708/1/3

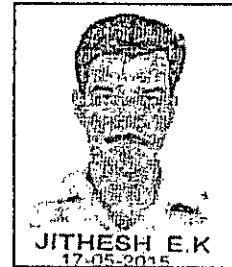
CERTIFICATE



Name of Candidate
JITHESH E K

Name of the Department
State Planning Board

Name of Examination
Manual of Office Procedure Test



Certified that the candidate has passed the examination conducted by the Kerala Public Service Commission as per the details given below :

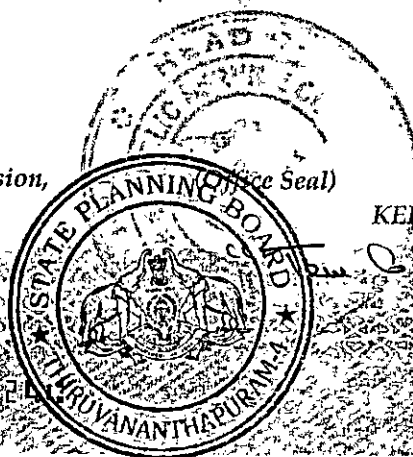
Code	Paper Name	Year of Test	Reg. No.
027	Manual of Office Procedure (for Officers other than Secretariat)	Jul-2015	01191

Checked By: (Assistant) *[Signature]*
(Section Officer) *[Signature]*

Office of the
Kerala Public Service Commission,
Thiruvananthapuram.

Dated:

20-03-2017



Umadhi
UNDER SECRETARY
(Departmental Tests)

KERALA PUBLIC SERVICE COMMISSION

A. ABDOUL SAMAD 0062031
Administrative Assistant
State Planning Board
Thiruvananthapuram-4



State Planning Board

PROCEEDINGS OF THE SENIOR ADMINISTRATIVE OFFICER
STATE PLANNING BOARD, THIRUVANANTHAPURAM

State Planning Board-Establishment-Sri.Jithesh.E.K,
Clerk, Probation Declared-Orders Issued.

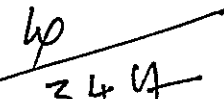
Read: - Proceedings No. E3-4793/16/SPB dated 18.07.2016 of ~~16~~
Senior Administrative Officer, State Planning Board.

ORDER No.E3- 912/2010/SPB

Dated: .04.2017

Sri.Jithesh.E.K, Clerk, State Planning Board, is declared to have satisfactorily completed the period of probation in the cadre of Clerk w.e.f the F.N of 26.03.2017.


31/4/17
31/4/17


31/4/17
Balakrishnan N.B
Senior Administrative Officer

To:

Sri.Jithesh.E.K, Clerk, State Planning Board,

Copy to:

1. CA to Senior Administrative Officer
2. Office Copy & Stock file


31/4/17



State Planning Board

PROCEEDINGS OF THE SENIOR ADMINISTRATIVE OFFICER
STATE PLANNING BOARD, THIRUVANANTHAPURAM

State Planning Board-Establishment-Sri.Jithesh.E.K,
Clerk, Probation Declared-Orders Issued.

Read: - Proceedings No. E3-4793/16/SPB dated 18.07.2016 of
Senior Administrative Officer, State Planning Board.

ORDER No.E3- 912/2010/SPB**Dated: 03.04.2017**

Sri.Jithesh.E.K, Clerk, State Planning Board, is declared to
have satisfactorily completed the period of probation in the cadre
of Clerk w.e.f the F.N of 26.03.2017.

Sd/-

Balakrishnan N.B
Senior Administrative Officer

To:

Sri.Jithesh.E.K, Clerk, State Planning Board,

Copy to:

1. CA to Senior Administrative Officer
2. Office Copy & Stock file

Forwarded/By Order

Administrative Assistant

650
Estt
No. E₁-602/2015/DPO/Alp.

Registered with A/D W

41762

Phone-0477-2252064

email: planningalpy@gmail.com

District Planning Office, Alappuzha

Dated: 21/04/2017

From

District Planning Officer

To

The Member Secretary,
State Planning Board,
Thiruvananthapuram.



Sir,

Sub: District Planning Office, Alappuzha - Smt. Anitha K., Clerk- Declaration of Probation in the cadre of Clerk- Service Book-forwarding of -reg.

Ref: Order No. E3-4793/2009/SPB dated 24/03/2015 of the Senior A.O., State Planning Board, Thiruvananthapuram

Inviting kind attention to the reference cited, I am to inform that Smt. Anitha K. Clerk of this office has been completed the prescribed period of probation in the cadre of clerk on the FN of 31/03/2017. In the circumstances, I am forwarding herewith the Service Book of Smt. Anitha K., clerk of this office along with duly filled up proforma for further neccessary action.

Yours faithfully,

A handwritten signature in black ink, appearing to be "K. Jayaram", written over a horizontal line.

District Planning Officer

Encl: As above.

lm

PROFORMA FOR DECLARATION OF PROBATION

- 1) Name of Probationer : ANITHA K.
- 2) Designation : Clerk
- 3) Scale of Pay : 19000-43600
- 4) Period of probation : 2 Years
- 5) No. & Date of order of appointment to the present post : E3-4793/2009/SPB dated 24/03/2015
- 6) Date of commencement of continuous service in the post : 31/03/2015 FN
- 7) Date of commencement of probation : 31/03/2015 FN
- 8) Details of leave taken during the probation period : Commuted Leave for 5 days on 14/12/16, 15/12/16, 20/12/16, 22/12/16 & 23/12/16.
- 9) Tests to be passed during probation and date of passing in the test : MOP (July 2015)
- 10) Normal date of completion of probation: 31/03/2017 FN
- 11) Report about the work and conduct of the officer : good
- 12) Whether Service Book and Confidential Report enclosed : yes.
- 13) Other Remarks : Admitted to NPS, GPF, SLI & GIS and details entered in the Service Book.

Place : Alappuzha
Date : 21/04/2017




District Planning Officer
Alappuzha

PROFORMA FOR DECLARATION OF PROBATION

- 1) Name of Probationer : ANITHA K.
- 2) Designation : Clerk
- 3) Scale of Pay : 19000-43600
- 4) Period of probation : 2 Years
- 5) No. & Date of order of appointment to the present post : E3-4793/2009/SPB dated 24/03/2015
- 6) Date of commencement of continuous service in the post : 31/03/2015 FN
- 7) Date of commencement of probation : 31/03/2015 FN
- 8) Details of leave taken during the probation period : Earned Leave for 5 days on 14/12/16, 15/12/16, 20/12/16, 22/12/16 & 23/12/16.
- 9) Tests to be passed during probation and date of passing in the test : MOP (July 2015)
- 10) Normal date of completion of probation: 31/03/2017 FN
- 11) Report about the work and conduct of the officer : good
- 12) Whether Service Book and Confidential Report enclosed : yes.
- 13) Other Remarks : Admitted to NPS, GPF, SLI &GIS and details entered in the Service Book.

Place : Alappuzha
Date : 21/04/2017

Sd/-
District Planning Officer
Alappuzha



STATE PLANNING BOARD

No: E3-912/2010/SPB

From

Pattom Palace P.O.
Thiruvananthapuram
Dated: .07.2017

The Member Secretary

To

The District Planning Officer
Alappuzha

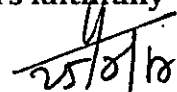
Sir,

Sub:- State Planning Board-Establishment-Service book, Verification Certificate, Identification Certificate, Order of Service Regularization & Probation declaration in respect of Smt. Anitha.K, Clerk - Forwarding- Reg

Ref:- Your Lr No.E1-602/2015/DPO/Alp dated 21.04.2017

I am to forward herewith the Service Book, Verification Certificate, Identification Certificate, Order of Service Regularization & Probation declaration in respect of Smt. Anitha.K, Clerk, District Planning Office, Alappuzha. The details may please be entered (including certificate no: of P.S.C verification) in her service book and attested. Verification Certificate and Identification Certificate are also to be pasted in the service book. The receipt of Service book may please be acknowledged.

Yours faithfully


For Member Secretary


21/7/17



State Planning Board

PROCEEDINGS OF THE SENIOR ADMINISTRATIVE OFFICER
STATE PLANNING BOARD, THIRUVANANTHAPURAM

State Planning Board-Establishment-Smt.Anitha.K, Clerk, Probation
Declared-Orders Issued.

Read: - Proceedings No. E3-4793/²⁰¹⁶09/SPB dated 20.07.2017 of
Senior Administrative Officer, State Planning Board.

ORDER No.E3- 912/2010/SPB

Dated: .07.2017

Smt.Anitha.K,Clerk,District Planning Office, Alappuzha is declared to
have satisfactorily completed the period of probation in the cadre of Clerk
w.e.f the F.N of 05.04.2017.

[Signature]
21/04/17
3
21/4/17

[Signature]
S. Anoop, ~~Finance Officer~~
Radhakrishnan.P

Senior Administrative Officer

To: Smt.Anitha.K,Clerk, District Planning Office, Alappuzha ,

Copy to:

1. The District Planning Officer, Alappuzha
2. CA to Senior Administrative Officer
3. Office Copy & Stock file



STATE PLANNING BOARD

No: E3-912/2010/SPB

From

Pattom Palace P.O.
Thiruvananthapuram
Dated: 25.07.2017

To The Member Secretary

The District Planning Officer
Alappuzha

Sir,

Sub:- State Planning Board-Establishment-Service book, Verification Certificate, Identification Certificate, Order of Service Regularization & Probation declaration in respect of Smt. Anitha.K, Clerk - Forwarding- Reg

Ref:- Your Lr No.E1-602/2015/DPO/Alp dated 21.04.2017

I am to forward herewith the Service Book, Verification Certificate, Identification Certificate, Order of Service Regularization & Probation declaration in respect of Smt. Anitha.K, Clerk, District Planning Office; Alappuzha. The details may please be entered (including certificate no: of P.S.C verification) in her service book and attested. Verification Certificate and Identification Certificate are also to be pasted in the service book. The receipt of Service book may please be acknowledged.

Yours faithfully


Administrative Assistant
For Member Secretary



State Planning Board

PROCEEDINGS OF THE SENIOR ADMINISTRATIVE OFFICER(I/C)
STATE PLANNING BOARD, THIRUVANANTHAPURAM

State Planning Board-Establishment-Smt.Anitha.K, Clerk, Probation
Declared-Orders Issued.

Read: - Proceedings No. E3-4793/16/SPB dated 20.07.2017 of
Senior Administrative Officer, State Planning Board .

ORDER No.E3- 912/2010/SPB

Dated: 25.07.2017

Smt.Anitha.K,Clerk,District Planning Office, Alappuzha is declared to
have satisfactorily completed the period of probation in the cadre of Clerk
w.e.f the F.N of 05.04.2017.

Sd/-

S.Anoop

Senior Administrative Officer(I/C)

To:

Smt.Anitha.K,Clerk, District Planning Office, Alappuzha ,

Copy to:

1. The District Planning Officer, Alappuzha
2. CA to Senior Administrative Officer
3. Office Copy & Stock file

Forwarded/By Order

Administrative Assistant