



## KERALA STATE ELECTRICITY BOARD LIMITED

(Incorporated under the Companies Act, 1956)

CIN : U40100KL2011SGC027424

Reg. Office: Vydyuthi Bhavanam, Pattom, Thiruvananthapuram – 695 004

**Office of the Chief Engineer (Human Resources Management),**

**Vydyuthi Bhavanam, Pattom, Thiruvananthapuram, Kerala - 695004.**

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### PROCEEDINGS OF THE CHIEF ENGINEER (HRM),

### KERALA STATE ELECTRICITY BOARD LIMITED

PRESENT : SANTHY K

Sub:- Estt- Office Attendants - Ratio Promotion of Office Attendant Grade-II to the post of Office Attendant Grade-I- Orders issued.

### CORPORATE OFFICE (HUMAN RESOURCES MANAGEMENT)

No.EB 3/OA/RP/OA II -I/2024

Dated, Thiruvananthapuram: 19-02-2024.

Read:- 1. Article VII A(e) of the Long Term Settlement 2016.

2. B.O (DB) No.3257/2016 (PSI/3764/2016) dated 18-11-2016.

### ORDER

Promotion of Office Attendants Grade-II to the post of Office Attendant Grade-I, as per the annexure attached and subject to the conditions listed hereunder, is hereby ordered so that the existing ratio of 1:1:1 between Office Attendant Grade- II, Office Attendant Grade-I & Senior Office Attendant is maintained. The promoted persons are allowed to continue in the same office in which they are working at present. There is no change in duties and responsibilities on account of this promotion.

1. The above promotions are ordered in the exigency of service and in public interest.
2. Provisions of Kerala Service Rules will govern the fixation of pay in respect of the promoted persons.
3. Promotion in respect of those who are on suspension/Leave Without Allowances as per Appendix XII (A), (B) & (C) of Part-I, Kerala Service Rules shall not be effected and such cases should be intimated to this office.
4. These promotions shall be effected only after verifying their Identity, Date of Birth and after ensuring that there are no adverse entries in the Service Book of the incumbents barring promotion. Also ensure that their probation is declared in the Cadre of Office Attendant Grade-II.
5. The promotion in respect of those under disciplinary action shall also be withheld and the fact shall be reported without fail.
6. The incumbency of the promotees noted in this order are based on the information available from the HRIS and any change of incumbency along with discrepancies if any, should be intimated to this office promptly.
7. While effecting promotion Order No & Serial No must be noted in the Service Book.
8. The HRIS package shall be updated accordingly.

Copy to:

1. The Secretary (Administration), Kerala State Electricity Board Limited.
2. The Company Secretary in Charge, Kerala State Electricity Board Limited.
3. The TA to Chairman and Managing Director, Kerala State Electricity Board Limited
4. The TA to Director (Distribution, Safety & SCM)/ Director (Transmission, SO & Planning)/ Director (Gen-Civil)/ Director (Gen- Ele. & REES, SOURA, Sports & Welfare)
5. The PA to the Director (Finance &HRM), Kerala State Electricity Board Limited
6. The Legal Advisor & Disciplinary Enquiry Officer, KSEB Limited.
7. The Chief Vigilance Officer, Kerala State Electricity Board Limited
8. The FA/CIA, Kerala State Electricity Board Limited.
9. The Chief Personnel Officer/Chief Public Relations Officer.
10. All Chief Engineers/ Deputy Chief Engineers/Executive Engineers concerned.
11. The Senior Superintendent, Gradation/Bill/EB Vigilance Section (Office).
12. Stock File

Forwarded/ By Order



**SENIOR SUPERINTENDENT**

**Annexure to Order No. EB3/OA/RP/OA II-I/2024 Dated, Tvp., 19-02-2024 Office Attendent II to Office Attendent**

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SL No	Emp. Code	Name of Employee [DOB]	Present Office	Office to which posted	Remarks
1	1102333	JEENA SUSAN JOHN 28-08-1982 Gradation No. 60	Regional Audit Office Pathanamthitta	Regional Audit Office Pathanamthitta [ARU: Electrical Division, Pathanamthitta]	
2	1102339	AMINA BEEVI A 30-03-1982 Gradation No. 61	APTS Unit Punnapra	APTS Unit Punnapra [ARU: Electrical Circle, Alapuzha]	
3	1102342	SANDHYA A S 26-03-1984 Gradation No. 62	Electrical Section Nattakom	Electrical Section Nattakom [ARU: Electrical Division, Pallom]	
4	1102381	SINDHU M S 11-10-1977 Gradation No. 63	Generation Circle Meencut	Generation Circle Meencut	
5	1102380	NEETHUMOL A S 16-03-1992 Gradation No. 64	Electrical Division Changanacherry	Electrical Division Changanacherry	
6	1102386	SMITHA D 27-03-1970 Gradation No. 65	Electrical Circle Kollam	Electrical Circle Kollam	
7	1102596	VALSALA J 20-04-1978 Gradation No. 67	Electrical Division Kattakada	Electrical Division Kattakada	
8	1102453	GEETHANJALI V N 17-04-1974 Gradation No. 69	Electrical Section Kottayi	Electrical Section Kottayi [ARU: Electrical Division, Alathur]	
9	1103282	ANIL KUMAR R 15-05-1981 Gradation No. 70	Chief Engineer (REES,SOURA & Safety Commissioner)	Chief Engineer (REES,SOURA) & Chief Safety Commissioner [ARU: CE (HRM)]	
10	1103765	SUDHA M C 17-03-1970 Gradation No. 71	Electrical Division Ernakulam	Electrical Division Ernakulam	
11	1103767	BINSI K JOHN 02-03-1972 Gradation No. 72	Electrical Section Changanacherry	Electrical Section Changanacherry [ARU: Electrical Division, Changanassery]	
12	1103776	JAYA E 25-05-1976 Gradation No. 73	Electrical Circle (Urban)Thiruvananthapuram	Electrical Circle (Urban)Thiruvananthapuram	
13	1103774	PRESANNA P S 20-05-1972 Gradation No. 74	Electrical Section Tripunithura	Electrical Section Tripunithura [ARU: Electrical Division, Thrippunithura]	



This ORDER is Generated Online through HRIS

SL No	Emp. Code	Name of Employee [DOB]	Present Office	Office to which posted	Remarks
14	1103771	RAJANI V A 08-05-1976 Gradation No. 75	Electrical Section Velloorkunnam	Electrical Section Velloorkunnam [ARU: Electrical Division, Moovattupuzha]	
15	1103769	SANIYA N K 09-11-1985 Gradation No. 76	Electrical Section Mannam	Electrical Section Mannam [ARU: Electrical Division, North Paravur]	
16	1103777	DEENAMMA T 20-03-1974 Gradation No. 77	Transmission Circle Poovanthuruthu	Transmission Circle Poovanthuruthu	
17	1103768	SASITHA T 07-03-1983 Gradation No. 78	Electrical Section Olavakkode	Electrical Section Olavakkode [ARU: Electrical Division, Palakkad]	
18	1103780	CHITHRALEKHA M 03-05-1985 Gradation No. 79	Electrical Division Kanhangad	Electrical Division Kanhangad	
19	1103775	SREEKALA P 02-02-1981 Gradation No. 80	Chief Engineer (Distribution North) Kozhikode	Chief Engineer (Distribution North) Kozhikode	
20	1103899	SARITHA S 19-09-1979 Gradation No. 81	Transmission Division Kalamassery	Transmission Division Kalamassery [ARU: Transmission Circle, Kalamassery]	
21	1103963	DEEPTHI V J 15-09-1982 Gradation No. 82	Civil Division Thiruvananthapuram	Civil Division Thiruvananthapuram [ARU: CE (HRM)]	
22	1103892	SINI S 30-05-1985 Gradation No. 83	Chief Engineer HRM - Pension Authorisation	Chief Engineer HRM - Pension Authorisation [ARU: CE (HRM)]	
23	1103897	JENCY P A 20-01-1985 Gradation No. 84	Electrical Section Eriyad	Electrical Section Eriyad [ARU: Electrical Division, Kodungallur]	
24	1104086	RESMITHA R 28-05-1987 Gradation No. 85	Chief Engineer (Supply Chain Management)	Chief Engineer (Supply Chain Management) [ARU: CE (HRM)]	
25	1103904	DIVYA C 17-01-1982 Gradation No. 86	Electrical Section Pazhayangadi	Electrical Section Pazhayangadi [ARU: Electrical Division, Payyannur]	
26	1103921	VISHNU V KOOLIYAT 23-08-1995 Gradation No. 87	FA -Accounts Annual Accounts	FA -Accounts Annual Accounts [ARU: CE (HRM)]	
27	1103902	ANNAMMA P A 21-04-1974 Gradation No. 88	Electrical Section Chungathara	Electrical Section Chungathara [ARU: Electrical Division, Nilambur]	



SL No	Emp. Code	Name of Employee [DOB]	Present Office	Office to which posted	Remarks
28	1103982	PRASEETHA V R 22-04-1982 Gradation No. 89	Electrical Division Wadakkancherry	Electrical Division Wadakkancherry	
29	1103918	VISHNU SIVAN 12-02-1996 Gradation No. 90	Transmission Circle Thodupuzha	Transmission Circle Thodupuzha	
30	1104060	AAKASH P VIJAYAN 26-05-1998 Gradation No. 91	Electrical Division Kozhikode	Electrical Division Kozhikode	



**CHIEF ENGINEER (HRM)**

