

**DIRECTORATE OF TECHNICAL EDUCATION,
THIRUVANANTHAPURAM**

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PROCEEDINGS

Education - Technical- Directorate of Technical Education - IMG Kochi-
Training on Office Automation for Ministerial Staff (STP-1192) from
13.01.2025 to 15.01.2025 -Staff deputed- Orders issued

PLANNING SECTION

DTETVM/10128/2024-L5
(PLA)

Thiruvananthapuram, Dated:07-01-
2025

Read:- 1.Email received from Training Officer,Sri Jose T Joseph DTE
,dated 06.01.2025
2.Email from IMG Coordinator dated 07.12.2024

ORDER

As per Ref (2) above, IMG Regional Centre, Kochi is conducting a
three day STP Programme "**Office Automation for Ministerial Staff**"
(**STP-1192**)in the department from 13.01.2025 to 15.01.2025 .The
officers listed in the annexure attached as per Ref (1) above are hereby
deputed for this training programme.

Attendance of staff in the training programme is compulsory and the
deputed staff members cannot be exempted from the programme.Heads
of Institutions/Office should relieve the incumbents as per rule.A
softcopy of Relieving Order should also be issued to incumbents via
email so as to enable them to report promptly for the programme at IMG
Kochi on **13/01/2025** at **09.30 AM** .The basic pay of the incumbents is to
be mentioned in the relieving order. For any clarifications regarding
accommodation facility, reporting time etc, incumbents may contact the
IMG Course Facilitator Prof. Mubashir E., Mobile. **7012888255**

Indulal S
DEPUTY DIRECTOR (P T)

To,

1. Head of concerned Institutions (Through www.dtekerala.gov.in)
2. Training Officer,DTE
3. Superintendent,Planning Section,DTE
4. SF/OC

Office Automation for Ministerial Staff (STP-1192)

IMG Kochi (13-01-2025 to 15-01-2025)

Sl. No.	Name	Designation	Office/Institution
1	ABHIJITH K	LD Clerk	Directorate of Technical Education,TVM
2	AJI JOHN MATHEW	LD Clerk	GPTC, Vennikulam
3	AJITHA KUMARI P K	U.D.Clerk	GPTC, Manjeri
4	Ananda Rajan	Typist (Sen. Gr)	THS, Kavalam, Alappuzha
5	Bindu K K	LD Clerk	THS, Mananthavady, Wayanad
6	DIVYA K	LD Clerk	THS, Manjeri, Malappuram
7	GOPIKA T R	LD Typist	GPTC, Nedumkandam, Idukki
8	JESTIN K G	Head Accountant	Government College of Engineering, Kannur
9	JITHIN C	LD Clerk	GPTC, Mattannur, Kannur
10	Lathi. K	Head Accountant	GPTC, Perunthalmanna, Malappuram
11	LIKESH K	LD Clerk	WPTC, Residential WPTC, Payyannur, Kannur
12	MARTIN VARGHESE	LD Clerk	THS, Pala, Kottayam
13	MARY ANTONY	Clerk Typist	THS, Elanji, Ernakulam
14	Mashhood V K	LD Clerk	GPTC, Mattannur, Kannur
15	MUHSINA P T	LD Clerk	GPTC, Manjeri
16	Nija K I	Confidential Assistant	Office: RDTE, Kothamangalam, Ernakulam
17	PEETHAMBARAN K	Typist (Sen. Gr)	GPTC, I.P.T, Shorannur, Palakkad
18	PREETHA V J	Superintendent, GCI	GCI, Punalur
19	RAVEENDRAN C A	Administrative Assistant	Government Engineering College, Wayanad
20	SALEENA P C	U.D.Clerk	GPTC, Manjeri
21	SEENA M. S.	U.D.Clerk	GCI, Punalur
22	SHAJI PUTHALATH	Head Accountant	THS, Elanji, Ernakulam
23	shanavas t m	Head Accountant	THS, Cheruvathoor, Kasaragod
24	SREEPRASAD	LD Clerk	Government College of Engineering, Kannur
25	USHA. V.P.	Typist (Sel. Gr)	THS, Manjeri, Malappuram
26	VAISAKH V R	LD Clerk	Government College of Engineering, Kannur
27	VIPIN M BABU	LD Clerk	Government College of Engineering, Kannur