

**PROCEEDINGS OF THE CHIEF ENGINEER, DESIGN & ADMINISTRATION,**  
**PWD, THIRUVANANTHAPURAM – 695 033**

**(Present: Sri. K.Sundaran)**

Sub: Three days Training Programme on “Office Management Training for Ministerial Staff”

(STP 926) from 22-09-16 to 24-09-16

**Order No CE/ HRD/IMG/1182/2016 dated: 09/09/2016**

The following officers are deputed for three days Training Programme on “Office Management Training for Ministerial Staff” to be held at IMG Kozhikode as per the Schedule given below

Date: 22-09-16 to 24-09-16

Registration 9:30 am on 22-09-16

Time: 10.00 am to 5.10 pm

Venue: IMG Regional Centre, Medical College Campus, Kozhikode

Sl No	Name	Designation	Office
1	K.P Shaju	Clerk (Higher Grade)	PWD NH Subdivision, Kozhikode
2	K. Surabhila	Senior Clerk	PWD NH Subdivision, Kozhikode
3	Biji Mol M S	Senior Clerk	PWD Roads Section, Nilambur
4	Sooraj S Nair	Clerk	PWD NH Division, Kannur
5	Shamil A	Clerk	PWD NH Division, Kannur
6	Vineesh Kumar V.M	Senior Clerk	PWD NH Division, Kannur
7	Nishad P	Senior Clerk	PWD NH Division, Kannur
8	Ambujam K.P	Senior Clerk	PWD NH Division, Kannur
9	Nisha V.K	Senior Clerk	PWD NH Division, Kannur
10	Mohammed Musthafa V T	Senior Clerk	PWD NH Division, Malappuram
11	Rajesh Joseph	Senior Clerk	PWD NH Division, Malappuram
12	Sasikumar T	LD Clerk	PWD NH Division, Malappuram
13	Pradeep M	LD Clerk	PWD NH Division, Malappuram
14	Reji Joseph	Senior Clerk	PWD Roads Sub Division , Taliparamba
15	Premod E Krishnan	Clerk	PWD Roads Section, Payyannur

19/9/16  
CE(1)

16	Sooraj C	Head Clerk	PWD Buildings Sub Division, Parappanangadi
17	Jiji Sudhakaran	Senior Clerk	PWD Quality Control Sub Division, Kasaragod.
18	Rehana J Thangal	Senior Clerk	PWD Roads Sub Division, Kasaragod.
19	Mahesh M	Senior Clerk	PWD Roads Section, Kozhijampara
20	Abidali P	Clerk (Higher Grade)	PWD Buildings Sub Division, Manjeri
21	Mohammed Hussain E.P	Clerk	PWD Buildings Sub Division, Manjeri
22	Najumunnisa A	Clerk	PWD Buildings Sub Division, Manjeri
23	Abdul Ali T	UD Clerk (Higher Grade)	PWD Roads Section, Manjeri
24	Ratheesh M	Senior Clerk	PWD Buildings Sub Division, Kasaragod.
25	Sajeesh M C	Clerk	PWD NH(I) Sub Division, Thalassery
26	Dijith Mohan	Clerk	PWD NH(I) Sub Division, Thalassery
27	Prajitha Thottoli	Senior Clerk	PWD Buildings Sub Division, Parappanangadi
28	Sreejith P I	Senior Clerk	PWD Buildings Sub Division, Parappanangadi
29	Sushama Kumari P	Senior Clerk	PWD Spl. Buildings Sub Division, Kozhikode
30	Sylaja C T	Senior Clerk	PWD Spl. Buildings Sub Division, Kozhikode

Participation in the training programme is compulsory. The controlling officers should ensure that the persons deputed for the training attends all sessions of the programme. The course co-ordinator of the programme is Sri. Renji P K, Assistant Engineer, Roads section, Kozhikode (Mob: 9446533454). Accommodation facilities shall be provided at IMG for required participants. The co-ordinator shall maintain attendance register of the participants. A copy of the same shall be forwarded to the undersigned immediately after the completion of the programme.

sd/-

Chief Engineer

Forwarded by orders



Executive Engineer

(HRD & Planning)