

From

The Chief Engineer.

To

The Chief Engineer/Superintending Engineers/Executive }
Engineers(Mechanical) } through website .

Sir,

Sub:- Irrgn. – Estt- Departmental Promotion Committee – (Tech-Higher)
(Mech.) - for preparation of select list of Executive Engineer
(Mechanical) as Superintending Engineer (Mechanical) for the year
2020 –Confidential reports called for – reg.

Ref:- (1) Circular no A1/21229/2019 Dated 26/08/19 of the Chief Engineer,
Irrigation & Administration, Thiruvananthapuram (Available in
the Department website)
(2) This office Circular No. A8/5203/2020 Dated 28/12/2020(Available in
the Department website)

All Reporting officers are requested to furnish the confidential report of the officers included in the lists appended (List of seniormost Executive Engineers (Mechanical) for the last 3 years of service ending upto 31.12.2020(i.e. from 01.01.2018 to 31.12.2020). The Confidential Reports for the year 2020 should be submitted in the prescribed format available in the department website vide ref cited as (2). The circular , vide ref cited as(1) may also be perused . A separate proforma with the following details,duly countersigned, and copy of order declaring completion of probation in the present post may also be furnished along with the confidential report.

The Chief Engineer, Mechanical has to **ensure** that the Confidential Reports are completely filled, Signed by the officer concerned and duly authenticated (with dated signature) by the Reviewing Officer/Authority.

The controlling officers concerned should inform any laxity on the part of the incumbents or nonavailability of Confidential Reports of officers to this office within the prescribed time limit. **The Controlling Officers will be held responsible for the lapse/delay in submitting the Confidential Reports.**

The officers who are included in the list are strictly directed to ensure the timely submission of the Confidential Reports.

The officers whose Confidential Reports are not submitted in time, will not be included in the field of choice for DPC.

Yours faithfully,



For Chief Engineer

To IT Cell - to publish in the website.

Proforma

1. Name of officer :
 2. Present post held :
 3. Father's/mother's name :
 4. Date of Birth :
 5. Date of Retirement :
 6. Period for which CR has
already been furnished :
- Signature :

The Confidential Report along with other details should be made available in this office **on or before 27.01.2021**

Encl 1. List of Executive Engineers (Mechanical)

List of Executive Engineers(Mechanical)

1.Satheesan.C

2.Bijoy.K

3.Harikrishnan.K.P



For Chief Engineer