

**IMMEDIATE ATTENTION****CIRCULAR****DPC/Time Limit**

CEIA/6117/2024-A7

Office of the Chief Engineer  
Irrigation & Administration  
Thiruvananthapuram  
Dated :10-12-2024

From

The Chief Engineer

To

The Chief Engineer (Mechanical)/Superintending Engineers,  
(Mechanical)/Executive Engineers (Mechanical)/ Assistant Executive  
Engineers (Mechanical)/Assistant Engineers (Mechanical)

Sub: Irrgn - Estt.- Departmental Promotion Committee (Higher- Lower)  
Mechanical - for the preparation of Select List of First Grade Overseer  
(Mechanical) as Assistant Engineers (Mechanical) for the  
Year 2024-25 - Confidential Reports called for – reg.

Ref:

All Controlling Officers are informed to furnish the Confidential Report of the officers included in the lists appended (List of senior most First Grade Overseer - Mechanical) for the last three years of service ending up to 31.12.2023 (i.e, from 01.01.2021 to 31.12.2023) with details of declaration of completion of probation in the respective cadres. Those who have already furnished their Confidential Reports for any period specified above, are requested to furnish the Confidential Report for the remaining period only.

**The hard copies of Confidential Report (01.01.2021 to 31.12.2023) submitted through SCORE should be made available in this office on or before 13.12.2024 and then submit the Confidential Report for the year 2024 on or before 31.01.2025.**

A separate statement with the following details and copy of order declaring completion of probation should also be furnished along with the Confidential Report.

Yours faithfully,

Chief Engineer

**LIST OF FIRST GRADE OVERSEER (MECHANICAL)**

<b>Sl.No.</b>	<b>Name</b>	<b>Seniority List Number</b>
1.	JOSEPH V JINOHE (Pen-850244)	8
2.	AVINASH P.P. (Pen-870780)	9
3.	VINEETH V.L. (Pen-872259)	10

Chief Engineer

**Proforma**

1. Name of Officer :
  2. Present post with  
office address :
  3. Father's/mother's name :
  4. Date of Birth :
  5. Date of Entry in Service :
  6. Date of Retirement :
  7. PEN :
  8. Mob. No. :
- Signature :

Encl. List of Superintending Engineers (Mechanical)

**DECLARATION****(Counter Signed By Head Of Department)**

(As per Government Circular No. A1/327/2018/WRD dated 23.07.2019)

I ..... (Name) ..... (Designation) ..... presently posted as ..... being considered for promotion to the post of ..... in the Select List of ..... (year) do declare that I have ..... (No) / ..... pending Vigilance / other criminal cases in any Courts /Vigilance/ Departmental actions against me. The details of Vigilance/criminal cases/ Departmental actions are given below:

Sl. No.	No. of cases	Pending court/ Vigilance/Disciplinary Actions/Audit Objections (if yes, furnish details)	Whether Vigilance Enquiry is ordered (date)	Whether final report is submitted (date)	Whether Charge Memo framed (date)	whether Charges were Read over (date)	Present status
1	2	3	4	5	6	7	8

2. If any of the outcome are subsequently found to be incorrectly stated or omitted, I consent that my selection and promotion made in omission of that to be forthwith cancelled and I shall be reverted to the junior post without any further notice. I also note that the omissions be treated as wilful and considered misconduct for which I am liable to be proceeded under KCS & CCA rules

Date:

Name of officer:

Designation:

Name:

Designation:

Counter signature: ..... (HOD)

- Note: 1. In case of pending final reports of enquiry, a copy of the report if available in the Court may be attached  
2. In case of pending charges, a certified copy of the same may be traced from the trial Court and attached.