



KERALA WATER AUTHORITY

Jalabhavan
Thiruvananthapuram – 695033
Kerala – India

PROCEEDINGS OF THE DEPUTY CHIEF ENGINEER (GL)

Present: Smt. Saiju Purushothaman

Sub:- KWA-TRG -Implementation of e-Office in Kerala Water Authority-training to the head office staff-.Orders Issued.

Kerala Water Authority

No: 39186/JS(TC)/2022/KWA

Dated, Thiruvananthapuram, 19.12.2022

Ref:- 1.This office proceedings of even no. dated 17.12.2022
2. email dated 18.12.2022 from the Nodal Officer, KWA for eOffice

Order

As per the request in the email read as 2nd paper above and in continuation to proceedings vide ref (1) cited above, the following employees are included in the e office training program as per the following schedule.

SI No	Name	PEN	Designation	Date & Time
1	ALAN JAISON MATHEW	G46021	LD Clerk/Store Keeper/Cashier	20.12.2022 10.15 to 05.15
2	ANISHA A	G48160	LD Typist	20.12.2022 10.15 to 05.15
3	BINDU J R	G10581	Divisional Accounts Officer	23.12.2022 10.15 to 05.15
4	GEETHA J	G10557	PA TO AM	23.12.2022 10.15 to 05.15
5	HENNA S	G48163	LD Clerk/Store Keeper/Cashier	23.12.2022 10.15 to 05.15
6	DEEPA V S	G10716	PA TO TM	23.12.2022 10.15 to 05.15
7	RAGESH B	G12111	Junior Superintendent	23.12.2022 10.15 to 05.15
8	SANKAR P	G10555	Accounts Officer/Administrative Officer	24.12.2022 10.15 to 05.15
9	SINDHU P S	G10610	Confidential Assistant Sel.Gr.	24.12.2022 10.15 to 05.15
10	Subha P S	G10265	Junior Superintendent	24.12.2022 10.15 to 05.15
11	BEENA B NAIR	G10659	Assistant Engineer/Head Draftsman	24.12.2022 10.15 to 05.15



12	Smitha S Nar	G10440	UD Typist	24.12.2022 10.15 to 05.15
13	Athira Chandran C I	G46564	Office Attendant	24.12.2022 10.15 to 05.15
14	Maneesh C R	G11246	Assistant Executive Engineer/Technical Assistant	27.12.2022 10.15 to 05.15
15	SYAM RAJ S S	G11386	LD Clerk/Store Keeper/Cashier	27.12.2022 10.15 to 05.15
16	Sindhu Madhavan	G11162	Junior Superintendent	27.12.2022 10.15 to 05.15

The expense will be met under the A/C 3461 - State Plan. As the training has been made compulsory for the employees as per the Resolution No.8516 of the KWA, absenting from the training programme without obtaining prior sanction will be viewed seriously and disciplinary action will be initiated against those who have not participated in the training programme without valid reason. The training period will be treated as duty. Controlling Officers shall relieve the employees under their control with direction to participate in the training programme as per the above schedule.

(Sd)

Deputy Chief Engineer(GL)

To

The incumbents through Controlling Officer

Copy To

1. Sri. Hemanth G R
Nodal Officer
e-Office
Kerala Water Authority
Head Office ,Thiruvananthapuram.
2. Sri. Nikesh P
Implementation & Support Lead
(e-Office)
KSITM, Thiruvananthapuram.
3. PA to MD, TM, CA to CE (HRD&GL), CE(Projects & Operatons), FM&CAO,
DCE(GL), Sr.AO.

