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KERALA WATER AUTHORITY

**Jalabhavan
Thiruvananthapuram – 695033
Kerala - India**

PROCEEDINGS OF THE DEPUTY CHIEF ENGINEER (GENERAL)

PRESENT : SAIJU PURUSHOTHAMAN

Sub: KWA - Training - Training programme on e-office for the staff of regional offices under KWA - reg.

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No.....

Dated:15-07-2023

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Read: Resolution No.8516 of the KWA

ORDER

As per the decision taken in the review meeting of Chief Secretary and on the basis of the review meeting of the Administrative wing of Kerala Water Authority, it has been decided to implement e-Office in Kerala Water Authority and a course of preliminary training was conducted in this regard to all the staff of Kerala Water Authority, Head office by Kerala State IT Mission and the Nodal Officer of the KWA at Training Centre, KWA. Now, it is decided to impart training on e-office for the staff of all regions under KWA.

In the above circumstances, sanction is hereby accorded to arrange the subject training as per the schedule attached. The Kerala State IT Mission has allotted only 30 user id and password for the purpose of training. So, training can be conducted for a maximum of 30 staff at a time. The training will be conducted by Sri. Hemanth G R, Nodal Officer, e-office, Head office, Kerala Water Authority. The expense will be met under the code 3461 - State Plan.

As the training has been made compulsory for the employees as per the Resolution No.8516 of the KWA, absents 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 on duty. Controlling Officers shall relieve the employees under their control with direction to participate in the training programme as per the schedule attached. **No substitute will be allowed without prior sanction from this office.**

**DEPUTY CHIEF ENGINEER / SUPERINTENDING
ENGINEER/PROJECT DIRECTOR**

- To 1. All the incumbents (through Controlling Officers)
- Copy To: 1. The Nodal Officer, e-office, Head Office, KWA, Tvpm
2. All Chief Engineers

Sl. No.	Name	Designation	Office	Date
1	NISHA K NAIR	PIO	HEAD OFFICE	20/07/2023
2	SASIKALA	UDC	HEAD OFFICE	20/07/2023
3	DEVI M	ASST ENGINEER	HEAD OFFICE	20/07/2023
4	MAHESH K P	ASST ENGINEER	HEAD OFFICE	20/07/2023
5	AJESH HARIKUMAR	ASST ENGINEER	HEAD OFFICE	20/07/2023
6	ARUN JOY	ASST ENGINEER	HEAD OFFICE	20/07/2023
7	SHANI V (Provisional)	ASST ENGINEER	HEAD OFFICE	20/07/2023
8	RAJESH R (Provisional)	ASST ENGINEER	HEAD OFFICE	20/07/2023
9	GRACY M A	ASST ENGINEER	CE CR KOCHI	20/07/2023
10	MUJEEB RAHMAN K P	ASST EXE ENGINEER	CE NR KKD	20/07/2023
11	VINOD B S	ASST EXE ENGINEER	CE SR TVM	20/07/2023
12	THAMPI S	ASST EXE ENGINEER	CE SR TVM	20/07/2023
13	RAJITHA R S	ASST EXE ENGINEER	CE SR TVM	20/07/2023
14	SUNIL KUMAR P	ASST EXE ENGINEER	PPD WASCON TVM	20/07/2023
15	MINU S	ASST EXE ENGINEER	PPD WASCON TVM	20/07/2023
16	AJEESH V C	ASST EXE ENGINEER	CE CR KOCHI	20/07/2023
17	SHAMEEM S K	AO	CE CR KOCHI	20/07/2023
18	SEBASTIAN M D	AO RMC	CE CR KOCHI	20/07/2023
19	RAPHAEL M A	DyAM	CE CR KOCHI	20/07/2023
20	MILEKHA C GOPI	CA	CE CR KOCHI	20/07/2023
21	SINI K K	D'MAN GR I	CE CR KOCHI	20/07/2023
22	MARY JENCY P A	D'MAN GR I	CE CR KOCHI	20/07/2023
23	SEENA SEBASTIAN	D'MAN GR II	CE CR KOCHI	20/07/2023
24	GEETHU MOHAN	D'MAN GR II	CE CR KOCHI	20/07/2023
25	SUBAIDA K M	FCS	CE CR KOCHI	20/07/2023
26	JERIN P J	FITTER	CE CR KOCHI	20/07/2023
27	ROOPESH K	JS	CE CR KOCHI	20/07/2023
28	SHIHAS A	LDC	CE CR KOCHI	20/07/2023
29	KUNHIRAMAN K V	AO	CE NR KKD	20/07/2023
30	MUHAMMED YASAR P I	DyAM	CE NR KKD	20/07/2023

Sl. No.	Name	Designation	Office	Date
1	AJITH N V	ASST EXE ENGINEER	CE SR TVM	21/07/2023
2	RUKSANA S	ASST EXE ENGINEER	CE SR TVM	21/07/2023
3	PRABHA I S NAIR	JS	CE SR TVM	21/07/2023
4	REESHA V V	CA	CE SR TVM	21/07/2023
5	DEEPA V S	UDC	CE SR TVM	21/07/2023
6	SHEEBA RANI A S	LD TYPIST	CE SR TVM	21/07/2023
7	RAJANI D S	D'MAN GR I	CE SR TVM	21/07/2023
8	SHIBI A	D'MAN GR II	CE SR TVM	21/07/2023
9	VIJITHA V N	OVERSEER GR III	CE SR TVM	21/07/2023
10	HELOSHIA V B	ASST ENGINEER	CE CR KOCHI	21/07/2023
11	TESSY V M	ASST EXE ENGINEER	CE CR KOCHI	21/07/2023
12	REMYA M M	CA	CE CR KOCHI	21/07/2023
13	JIMSON P J	D'MAN GR I	CE CR KOCHI	21/07/2023
14	RAJEEV M	D'MAN GR I	CE CR KOCHI	21/07/2023
15	JAYA K P	D'MAN GR I	CE CR KOCHI	21/07/2023
16	BIJU T R	HC	CE CR KOCHI	21/07/2023
17	PRATHEESH T T	TYPIST	CE CR KOCHI	21/07/2023
18	NEENU BHASKARAN	LDC	CE CR KOCHI	21/07/2023
19	VISHNU G L	ASST EXE ENGINEER	CE NR KKD	21/07/2023
20	JISHA SITHARA	SR GR TYPIST	CE NR KKD	21/07/2023
21	UMMUKULSU C N	CA	CE NR KKD	21/07/2023
22	SINDHU K	LDC	CE NR KKD	21/07/2023
23	MANEESHKUMAR P	JS	CE NR KKD	21/07/2023
24	KIRAN K	D'MAN GR II	CE NR KKD	21/07/2023
25	NITHA SUNDAR M M	D'MAN GR I	CE NR KKD	21/07/2023
26	SUJITH K M	D'MAN GR I	CE NR KKD	21/07/2023
27	PADMAJA P V	FCS	CE NR KKD	21/07/2023
28	ATHUL P M	LD TYPIST	CE NR KKD	21/07/2023
29	RANI PRAMEELA RAPHEAL	AO	PPD WASCON TVM	21/07/2023
30	AMRUTHA G S	LDC	PPD WASCON TVM	21/07/2023

Sl. No.	Name	Designation	Office	Date
1	MANJUSHA V T	LDC	CE SR TVM	22/07/2023
2	ANUPAMA GEORGE	LDC	CE SR TVM	22/07/2023
3	NASEEMA K	FCS	CE SR TVM	22/07/2023
4	GIREESH KUMAR S	D'MAN GR I	CE SR TVM	22/07/2023
5	RATHEESH G	D'MAN GR II	CE SR TVM	22/07/2023
6	AMBILY G	ASST EXE ENGINEER	CE CR KOCHI	22/07/2023
7	VINITHA V N	ASST EXE ENGINEER	CE CR KOCHI	22/07/2023
8	SAKKEER K S	D'MAN GR I	CE CR KOCHI	22/07/2023
9	KRISHNENDU P M	D'MAN GR II	CE CR KOCHI	22/07/2023
10	NISHA T N	UDC	CE CR KOCHI	22/07/2023
11	LIVEA N JOHN	LDC	CE CR KOCHI	22/07/2023
12	GANESH R	EXE ENGINEER	CE NR KKD	22/07/2023
13	SACHIN H	UDC	CE NR KKD	22/07/2023
14	SHIBIN G	UDC	CE NR KKD	22/07/2023
15	GAYATHRI DEVI S	SEL GR TYPIST	CE NR KKD	22/07/2023
16	SREEJITH P	D'MAN GR I	CE NR KKD	22/07/2023
17	NANDAKUMAR P K	ASST EXE ENGINEER	CE NR KKD	22/07/2023
18	JITHESH M	OVERSEER GR III	CE NR KKD	22/07/2023
19	MURALI K	D'MAN GR I	CE NR KKD	22/07/2023
20	SHIJULA E	OA	CE NR KKD	22/07/2023
21	ANOOP P	DRIVER GR II	CE NR KKD	22/07/2023
22	ROBERT A J	CHIEF VEHICLE INSPECTOR	CE NR KKD	22/07/2023
23	BINDU SUGUNAN	CHIEF ENGINEER	PPD WASCON TVM	22/07/2023
24	SREEKESH R	ASST EXE ENGINEER	PPD WASCON TVM	22/07/2023
25	INDULEKHA S	JS	PPD WASCON TVM	22/07/2023
26	SIMI V S	SR GR TYPIST	PPD WASCON TVM	22/07/2023
27	REMYA S R	UDC	PPD WASCON TVM	22/07/2023
28	RENJU J	CA	PPD WASCON TVM	22/07/2023
29	AJITHKUMAR S	D'MAN GR I	PPD WASCON TVM	22/07/2023
30	ANIL T K	D'MAN GR II	PPD WASCON TVM	22/07/2023

Sl. No.	Name	Designation	Office	Date
1	SINI SS	LDC	CE SR TVM	24/07/2023
2	ANJALI CHANDRAN	LDC	CE SR TVM	24/07/2023
3	BIJUKUMAR S	D'MAN GR I	CE SR TVM	24/07/2023
4	LISHA C KRISHNAN	ASST EXE ENGINEER	CE CR KOCHI	24/07/2023
5	AJITHA M S	D'MAN GR I	CE CR KOCHI	24/07/2023
6	SREELAKSHMY P M	D'MAN GR II	CE CR KOCHI	24/07/2023
7	MAJI GOPAKUMAR	LDC	CE CR KOCHI	24/07/2023
8	PRAMEELA M MANNATH	CA	CE NR KKD	24/07/2023
9	BAIJU K P	LDC	CE NR KKD	24/07/2023
10	JAYESH M	UDC	CE NR KKD	24/07/2023
11	SUNIL KUMAR A S	LDC	CE NR KKD	24/07/2023
12	JYOTHISH P	ASST EXE ENGINEER	CE NR KKD	24/07/2023
13	SANTHOSH MUNHAKOTTIL	D'MAN GR I	CE NR KKD	24/07/2023
14	ANOOPA C K	D'MAN GR I	CE NR KKD	24/07/2023
15	SIRAJ M K	DRIVER CUM OA	CE NR KKD	24/07/2023
16	DHANYA T P	D'MAN GR II	CE NR KKD	24/07/2023
17	DILEESH KUMAR C	VEHICLE INSPECTOR	CE NR KKD	24/07/2023
18	VINOD V	UDC	PPD WASCON TVM	24/07/2023
19	INDU V	LDC	PPD WASCON TVM	24/07/2023
20	SREERAJ N	WORKER	HEAD OFFICE	24/07/2023