Telephone no.0471-2333314 Fax No.0471-2333314 DEPARTMENT OF MOTOR VEHICLES OFFICE OF THE TRANSPORT COMMISSIONI TRANS TOWER, VAZHUTHACAUD THYCAUD P.O THIUVANANTHAPURAM-695014 DATED: 27/05/2017

From

The Transport Commissioner, Thiruvananthapuram

To

The Deputy Transport Commissioners, Thiruvananthapuram /Ernakulam /Thrissur and Kozhikkode

Sir,

Sub: - Motor Vehicles Dept - Estt: Promotion to the cadre of Senior Clerk -Details of qualified Clerks called for - reg.

I am to request you to furnish the details of qualified Clerks (Clerks who are attained eligibility for promotion to the cadre of Senior Clerk on or within 08/05/2017) of the Offices under your jurisdiction for considering promotion to the cadre of Sr.Clerk in the proforma enclosed on or before 20/06/2017. Belated and vague details will not be entertained at any circumstances. Following points should be taken in to consideration while furnishing the details.

- 1. Separate sheets should be used for each office.
- 2. The Officials belong to SC/ST category who are eligible for temporary promotion under Rule 13 A of Part II KS& SSRs should be included in this list
- 3. All the columns in the proforma should be properly filled up with extreme care.
- 4. Details of the Offices in respect of which there are no qualified Clerks should be furnished in a separate sheet.
- 5. Consolidated reports alone need to be furnished. Piece meal reports will not be entertained.
- 6. Names of Clerks already furnished, but not yet promoted should also be included.
- 7. The time limit prescribed should be strictly adhered to.

Yours faithfully, Sd/-K. BABURAJ SENIOR ADMINISTRATIVE OFFICER

For Transport Commissioner

Approved for issue

Senior Superintendent

LIST OF QUALIFIED CLERKS ELIGIBLE FOR PROMOTION AS SENIOR CLERKS

Name of the office:

Details of discipli nary action if any Dept/Vi gilance initiate d							
Order No. and date of declarati on of probatio n							
Date of effect of declaration of probation						*	
Whether attained the age of 50 years, if so details there of		٠					
Details of Departmen tal test passed with name, month and year of exam							
Date of Joining					•		
Date of Advice							
Date of Birth							1
Whether service is regularized			4				
Whether SC/ST							
Name							
No.							

Signature, name and Designation of Head of Office