

ES2/ 204/2014/DHS

Directorate of Health Services
Thiruvananthapuram dated 02.01.14.

From

The Director of Health Services

To

The District Medical Officer of Health
Thiruvananthapuram/ /Kottayam/ Alappuzha/ Palakkad/ /Kozhikode/ Wayanad/

Sir

Sub:- HSD – DPC – Preparation of select list of Administrative Assistant for the year 2014 – Confidential Report and other details called for

Ref:-

I am request to collect and forward the annual Confidential Report in respect of the following Senior Superintendent / Lay Secretary & Treasurer / Manager working under your control for the preparation of select list of officers fit for promotion to the cadre of Administrative Assistant during the year 2014. The Confidential Report should be submitted to this office on or before 15.01.2014 by special messenger so as to convene DPC urgently. If any of the details have already forwarded the fact may be intimated.

Sl No.	Name	CR required	Institution
1	Bhaskaran N.P	2013	GH, Alappuzha
2	V. Prabhakaran	2013	DMO(H) Palakkad
3	Ajayakumar. R	2011,12,13	Chest Diseases Hospital, Pulayanarkotta
4	Vasanthakumari. S	2013	District Hospital. Neyyatinkara
5	Ramani M.G	2011,12,13	District Hospital. Pambady
6	Swarnalatha	2011,12,13	W& C Hospital, Kozhikode
7	Sunil. S	2011,12,13	TB Center, Thiruvananthapuram
8	Nithanandam C.K	2011,12,13	District Hospital. Vadakara. Kozhikode
9	Babu. K.M	2011,12,13	District Hospital, Kanjirappally, Kottayam
10	Baktavalsalan Pillai	2011,12,13	Leprosy Sanatorium, Nooranad, Alappuzha
11	N. Sureshkumar	2011,12,13	DMO(H) Thiruvananthapuram
12	Gangadharan. A	2011,12,13	DMO(H) Wayanad

The following details are also to be furnished along with the Confidential Report for the year 2011,2012, 2013.

- (a) *Self assessment for each year*
- (b) A copy of order declaring probation in the cadre of Senior Superintendent/
Lay Secretary & Treasurer
- (c) Details of LWA availed
- (d) Details of disciplinary action if any.

Yours faithfully,



For Director of Health Services

2/24/14