

IMMEDIATE/TIME BOUND

F.No. 47-3/2008-PW
ANDAMAN & NICOBAR ADMINISTRATION
SECRETARIAT

Port Blair dated the 19th December, 2008

To
All Heads of Departments/Offices,
A& N Administration.

Sub:- Speed Test in Typewriting for the in-service LGC's-reg

Sir,

In continuation of this Administration's letter No.47-3/2008-PW dated 10.12.2008 on the subject mentioned above, I am directed intimate that the speed test in typewriting for the In-service LGCs will be held **on 10.01.2009(Saturday) at 10.00 am** in the following Centre/Venue:

1. Jawaharlal Nehru Rajkeeya Mahavidyalaya (JNRM), Port Blair.
2. Office of the Assistant Commissioner, Mayabunder.
3. Office of the Assistant Commissioner, Campbell Bay.

The Bio-data in the prescribed proforma already furnished by the LGCs (as per list appended) to appear for the typewriting test duly allotted with Roll Number are being made available to the concerned Centre Supervisors of each Centre. It is made clear that no candidates (LGCs) will be allowed to appear for the test without furnishing their bio-data in prescribed form duly countersigned by the HOD/HOO. In case, any of the LGCs could not furnish their bio-data till date, but willing to appear for the typewriting test to be held on **10.01.2009** in any of the above Centres, then such candidates are advised to approach directly to the Centre Supervisor alongwith their bio-data in the prescribed form duly countersigned by the Head of Office/Dept. under intimation to the Personnel Wing, Secretariat and appear for the test if he/she is allowed by the Centre Supervisor. However, it is the discretion of the Centre Supervisor to permit such candidates to appear for the test.

It is further requested that all the concerned LGCs may be advised to well prepare and practice for the typewriting test and also be present in their respective Examination Centre at least 30 minutes before the commencement of the test.

The LGCs are also permitted to bring and use their own typewriter in the Centre for the typewriting test, if they intended to do so.

Yours faithfully,

Encl: A/A(Reverse)

(V. Hamza)
Assistant Secretary (Perl)

Copy forwarded for similar action to:-

- 1) All Sections in the Secretariat.
- 2) Cash Section, Secretariat.
- 3) All Centre Supervisors for information and necessary action.

Assistant Secretary (Perl)

**BIO- DATA FURNISHED BY INSERVICE LOWER GRADE CLERKS
FOR TYPEWRITING TEST TO BE HELD ON 10.01.2009 (Saturday)**

Sl. No.	Roll No.	Name of LGC	Department/Office	Date of appoint	Centre Opted
01	PB/101	Shri Noor Hussain	LC&DET	09.07.1996	Port Blair
02	PB/102	Shri Roop Kumar	PMB	10.10.1983	Port Blair
03	PB/103	Shri Shakeel Amjad	PMB	31.01.2002	Port Blair
04	PB/104	Smti Santana Chakraborty	DFO, W/gunj	27.11.1995	Port Blair
05	PB/105	Smti Meera Baby	DRD&LSG	02.04.2006	Port Blair
06	PB/106	Shri B.Mohan Rao	EE CD-I	05.12.1988	Port Blair
07	PB/107	Smti Bright	EE CD-I	05.08.2008	Port Blair
08	PB/108	Smti Sunita Raj	SE (Ele)	30.07.1998	Port Blair
09	PB/109	Ms Urmila Pandey	DA	11.04.1990	Port Blair
10	PB/110	Ms Sadhab Begum	RCS	17.04.2007	Port Blair
11	PB/111	Shri R.Sundaram	APWD Store	21.02.2002	Port Blair
12	PB/112	Shri Samshad Hussain	APWD	14.11.2005	Port Blair
13	PB/113	Shri Kishore Tigga	DSS	12.02.2002	Port Blair
14	CB/301	Shri Anselem	DFO, C/Bay	14.08.2008	Campbell Bay
15	CB/302	Smti Florence Nightingale	DFO, C/Bay	25.08.2008	Campbell Bay
16	MB/201	Shri Laxman Roy	DFO/Rangat	25.02.2008	Mayabunder
17	MB/202	Smti Anugrahit Toppo	DFO/Rangat	13.05.1998	Mayabunder
18	PB/114	Smti Neela Bala Sheel	AE(Ele)H/B	15.03.1996	Port Blair
19	PB/115	Ms Gagan Prit kaur	EE(PPS)	24.04.2007	Port Blair
20	PB/116	Ms Rose Cynthia	AEAdult Edn	31.07.2008	Port Blair
21	PB/117	Smti Shakila Begum	DEO, SA	04.08.1992	Port Blair
22	MB/203	Shri Orban Xalxo	DFO, MB	25.02.1992	Mayabunder
23	PB/118	Shri Augustus Dung Dung*	DFO, B/tang	03.07.1989	Port Blair
24	PB/119	Shri Pathiris Soreng*	DFO, B/tang	09.04.1990	Port Blair

(*Bio-data not attested by HOD/HOO. Being intimated to submit bio-data duly attested)