

Government of Kerala
Service and Payroll Administrative Repository for Kerala
Employee Data Sheet

PEN : 100637 **Name :** Sumesh G S



Personal Memoranda

Sex :	M	Nationality :	India
Date of birth :	02/05/1971	Date of superannuation :	31/05/2027
Father's Name:	Shanmughan	Mother's Name:	K Gomathy
Blood group :	O+v	Religion :	Hindu
Caste :	Viswakarma	Category(SC/ST/OBC/OC/GEN) :	OBC
Ex-service Men(Yes/No):	N	Physically handicapped(Yes/No) :	N
If Yes, Nature of Hanicap:			
PAN Number :	DVGPS3106F	Ration Card No:	1103068317
Voter Id Card No:	BCC 1179332	Marital Status :	M
Spouse's Name :	Sarika C N	Is Inter Religion / Caste(Yes/No) :	
Spouse's Religion:		Spouse's Caste :	
Is Spouse Employed(Yes/No):	Y	Spouse Employed In :	Panchayat
Identification Marks 1 :	A black mole near the right collar bone.		
2 :	A black mole on the neck.		
Height(cm) :	168		

Present Service Details

Department :	Legislature Secretariat	Office :	Legislature Secretariat
Section :		Seat No :	
Employment Type :	Regular	Service category :	State Subordinate
Designation :	Assistant Section Officer	SDO Code :	
P F Type :	GPFKERALA	P F Number :	GAC25536
Date of joining in Gov. Service :	25/11/1999	Date of joining in the Department :	06/02/2012

Details of parent department, if currently on deputaion

Parent Department :		Parent Office :	
Designation :		Deputaion w.e.f :	
Deputaion Year :		Deputation Months :	
Order Number :		Order Date :	

Present Address

House No and Name:	163, Vaishnavam
Street Name :	Arattuvazhi
Place :	Kazhakkuttam
Pin :	695582
State :	Kerala
District :	Thiruvananthapuram
Taluk :	Thiruvananthapuram
Village :	Kazhakuttam
Phone Number :	04712704846
Home Town :	Trivandrum
E-mail Address :	sumeshvaishnavam@gmail.com

Permanent Address

House No and Name:	163, Vaishnavam
Street Name :	Arattuvazhi
Place :	Kazhakkuttam
Pin :	695582
State :	Kerala
District :	Thiruvananthapuram
Taluk :	Thiruvananthapuram
Village :	Kazhakuttam
Phone Number :	04712704846
Mobile Number :	9495688760

Recruitment Details

Source:	PSC	Type:	General	Method:	Direct
Adv. memo No.:	RIA(1)8803/10/GW(3)	Adv. Memo Date:	06/01/2012	SI No. in Memo:	1
App. order No:	17248/ACA4/2011/Leg	App. order Date:	30/01/2012	Entry Category:	State Subordinate
Is Dist. Recruit ?	N	Selected District:			

Police Verification Details

Ref No. :		Ver Report Date:		Police Station:	
Remarks :					

Qualifications							
Course Type	Course Name	Subject	University	Institution	Class Obtained	Reg No.	Year Of Pass
Graduation-Arts	B A	Economics	University of Kerala		Passed	261290	1991
Certificate	Wordprocessing	Computer	u	Shramik Vidyapeeth, Tvm	Passed	0	1992
Certificate	Office Automation	Computer	u	Regional Computer College, Trivandrum.	Passed	0	1993
Certificate	D T P	Computer	u	Shramik Vidyapeeth, Tvm	Passed	0	1997
Higher Secondary (Plus 2)	Pre-degree	Pre-degree	University of Kerala		Passed	50452	1988
Matriculation	S S L C	S S L C	Board of Public Examination, Kerala		Passed	244524	1986

Details Of Dependents		
Name	Relationship	Date Of Birth
K Gomathy	Mother	
Shanmughan	Father	
Suresh Kumar G S	Brother	
Swathi T S	Daughter of Brother	
Thulasi Devi K	Sister- in- law	

Departmental Tests Passed							
Department	Test Name	Month	Year	Reg No.	Certificate No	Certificate Date	
Finance Department	Account Test Higher	1	2010	1363			
Legislature Secretariat	Secretariat Manual	1	2013	101362			

Details of Training Programs Attended							
Course Title	Sponsored By	Conducted By	City Name	Country	Qualification	Training From	Training To

Previous Qualifying Services					
Office	Post Held	Date From	Date To	Reason For Termination	

Details of Declaration of Probation						
Department	District	Office	Designation	With Effect From	Probation Order No	Probation Order Date
Finance Department	Thiruvananthapuram	Secretariat Finance Department, Thiruvananthapuram	Office Attendant Gr II	25/11/2000	G.O.(MS)191/2000/Fin .	30/01/2001
Legislature Secretariat	Thiruvananthapuram	Legislature Secretariat	Assistant	11/02/2014	12420/SA2/2014/LEG	18/03/2014

Details of Regularisation						
Department	District	Office	Designation	Date of Entry	Order No	Order Date
Finance Department	Thiruvananthapuram	Secretariat Finance Department, Thiruvananthapuram	Office Attendant Gr II	25/11/1999	G.O.Rt.No.5750/2000/ Fin.	16/10/2000
Legislature Secretariat	Thiruvananthapuram	Legislature Secretariat	Assistant	06/02/2012	12521/Services A2(ACA4)/2012/L	27/02/2013

Service Details							
Department	Category	Date From	Date To	Office	Designation	Basic Pay	Remarks
Finance Department	State LastGr Service	25/11/1999 FN	24/11/2000 AN	Secretariat Finance Department, Thiruvananthapura m	Office Attendant Gr II	2610	Increment on declaration on probation
Finance Department	State LastGr Service	25/11/2000 FN	31/10/2001 AN	Secretariat Finance Department, Thiruvananthapura m	Office Attendant Gr II	2670	Annual Increment
Finance Department	State LastGr Service	01/11/2001 FN	31/10/2002 AN	Secretariat Finance Department, Thiruvananthapura m	Office Attendant Gr II	2730	Annual Increment
Finance Department	State LastGr Service	01/11/2002 FN	31/10/2003 AN	Secretariat Finance Department, Thiruvananthapura m	Office Attendant Gr II	2790	Annual Increment

Finance Department	State LastGr Service	01/11/2003 FN	30/06/2004 AN	Secretariat Finance Department, Thiruvananthapuram	Office Attendant Gr II	2850	Annual Increment
Finance Department	State LastGr Service	01/07/2004 FN	30/06/2005 AN	Secretariat Finance Department, Thiruvananthapuram	Office Attendant Gr II	5120	Annual increment
Finance Department	State LastGr Service	01/07/2005 FN	26/07/2005 AN	Secretariat Finance Department, Thiruvananthapuram	Office Attendant Gr II	5250	Promoted as Peon Gr. I w.e.f 27/07/2005
Finance Department	State LastGr Service	27/07/2005 FN	31/10/2005 AN	Secretariat Finance Department, Thiruvananthapuram	Office Attendant Grade I	5510	Annual increment
Finance Department	State Subordinate	01/11/2005 -	30/01/2006 -	Secretariat Finance Department, Thiruvananthapuram	Office Attendant Gr II	5650	
Finance Department	State LastGr Service	31/01/2006 FN	30/06/2006 AN	Secretariat Finance Department, Thiruvananthapuram	Office Attendant Gr II	5790	
Finance Department	State LastGr Service	01/07/2006 FN	30/06/2008 AN	Secretariat Finance Department, Thiruvananthapuram	Office Attendant Grade I	5650	Annual increment
Finance Department	State LastGr Service	01/07/2008 -	30/06/2009 -	Secretariat Finance Department, Thiruvananthapuram	Office Attendant Gr II	5930	
Finance Department	State LastGr Service	01/07/2009 FN	31/07/2011 AN	Secretariat Finance Department, Thiruvananthapuram	Attender	6080	
Finance Department	State LastGr Service	01/08/2011 -	05/02/2012 FN	Secretariat Finance Department, Thiruvananthapuram	Attender	12550	
Legislature Secretariat	State LastGr Service	06/02/2012 -	31/01/2013 -	Legislature Secretariat	Assistant	13900	
Legislature Secretariat	State Subordinate	01/02/2013 FN	31/01/2014 AN	Legislature Secretariat	Assistant	14260	
Legislature Secretariat	State LastGr Service	01/02/2014 -	01/02/2014 -	Legislature Secretariat	Assistant	14620	
Legislature Secretariat	State LastGr Service	02/02/2014 -	30/06/2014 -	Legislature Secretariat	Assistant - Senior Grade	16180	
Legislature Secretariat	State LastGr Service	01/07/2014 FN	31/01/2015 AN	Legislature Secretariat	Assistant - Senior Grade	32300	Pay Fixation
Legislature Secretariat	State Subordinate	01/02/2015 FN	31/01/2016 AN	Legislature Secretariat	Assistant - Senior Grade	33100	Increment
Legislature Secretariat	State Subordinate	01/02/2016 -	31/01/2017 -	Legislature Secretariat	Assistant - Senior Grade	33900	
Legislature Secretariat	State Subordinate	01/02/2017 -	31/01/2018 -	Legislature Secretariat	Assistant - Senior Grade	34800	
Legislature Secretariat	State Subordinate	01/02/2018 -	31/01/2019 -	Legislature Secretariat	Assistant - Senior Grade	35700	
Legislature Secretariat	State Subordinate	01/02/2019 -	30/06/2019 -	Legislature Secretariat	Assistant - Senior Grade	36600	Promotion
Legislature Secretariat	State Subordinate	01/07/2019 -	06/11/2019 -	Legislature Secretariat	Assistant - Senior Grade	51400	Promotion
Legislature Secretariat	State Subordinate	07/11/2019 -	31/01/2020 -	Legislature Secretariat	Assistant Section Officer	53900	
Legislature Secretariat	State Subordinate	01/02/2020 -	31/01/2021 -	Legislature Secretariat	Assistant Section Officer	55200	

Disciplinary Actions

Ref No	Ref date	Nature of charge	Enquiry officer	File No	Penalty	Penalty remarks	Penalty start date	Penalty order No	Penalty order date	Penalty revoke order date	Revoke order no	Revoke order date

Details of Award Received

Department	District	Office	Nature Of Award	Purpose	Date Of Award

Leave On Credit

As On Date	Leave Type	Days On Credit
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03/05/2007	Earned Leave	78.01
01/10/2007	Half Pay Leave	52.00
07/04/2009	Earned Leave	139.46
12/08/2010	Earned Leave	253.07
31/12/2011	Earned Leave	296.34
12/07/2012	Earned Leave	126.00
15/08/2013	Earned Leave	100.00
11/08/2014	Earned Leave	100.00
10/05/2015	Earned Leave	130.00
31/03/2016	Earned Leave	129.00
11/04/2017	Earned Leave	42.00
01/08/2018	Earned Leave	114.00
07/05/2019	Earned Leave	142.00

Leave Aailed					
Leave Type	From Date	To Date	Purpose	Sanction No	Sanction By
Earned Leave	25/07/2001	25/07/2001	Regularise the unaut	G.O.(P)No.425/02/GAD	U S
Dies-Non	06/02/2002	08/03/2002	Unauthorisedly absen		D S
Earned Leave	18/04/2002	27/04/2002			U S
Commuted Leave	15/07/2005	12/08/2005			US
Commuted Leave	17/09/2007	01/10/2007			U S
Leave Without Allowance without MC (Rule 88)	06/02/2012	29/02/2012	transfer		
Dies-Non	08/01/2013	10/01/2013	Dies-non		

Encashment of Leave During Service				
As on date	No. of days	Amount	Sanction Order No	Sanction Date
16/03/2001	20	0	G.O.(P)3000/98/Fin.	25/11/1998
14/07/2003	10	0	G.O.(P)328/03/Fin.	19/06/2003
01/04/2004	10	0	G.O.(P)328/03/Fin.	19/06/2003
26/06/2004	10	0	G.O.(P)279/04/Fin.	16/06/2004
06/04/2005	20	0	G.O.(P)279/04/Fin.	16/06/2004
08/05/2006	30	0		
03/05/2007	30	0		
08/04/2008	30	8083	30452	05/04/2008
07/04/2009	30	9039	27143a	08/04/2009
19/08/2010	30	11529	62197	12/08/2010
31/12/2011	30	17531	193/admn.b3/12/fin	03/01/2012
13/07/2012	30	20322	916/2012/Leg.	19/07/2012
16/08/2013	30	22958	1723/2013	27/08/2013
12/08/2014	30	26433	1228/2014	18/08/2014
11/05/2015	30	30984	631/2015	16/05/2015
01/04/2016	30	38334	558/2016	18/04/2016
12/04/2017	30	41376	636/2017/Nise	17/04/2017
07/08/2018	30	43455	1308/2018	08/08/2018
07/05/2019	30	46320	700/2019	16/05/2019
10/01/2021	30	49800	53/2021	12/01/2021

Nominations for PF, Pensionary and other claims					
Benefit Name	Nominee name	Nominee address	Relationship	Invalid on the happening of	Amount Portion
Group Insurance	K Gomathy	Vaishnavam, Arattukuzhy, Kazhakkuttom P O, Trivandrum.	Mother		Full
GPAI	Sarika C N	Vaishnavam, RNRA 1 Kariyil , Kazhakkuttom P O 695582	Wife		Full

Annual Performance Report submission details			
Period from	Period To	Submitted(Y/ N)	Submitted Date

Annual Property Return submission details			
Period from	Period To	Submitted(Y/ N)	Submitted date

Details of official accommodation availed (Quarters)						
Station	From date	To date	Is Eligible for HRA	Address	Sanction No	Sanction date

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Details of disbursement of loans like HBA, MCA, GPF advance etc.

Loan Item	Instalment No.	Disbursement date	Amount	Order number	Order date

Details of current Loans/ Advance Recovery

Loan Item	Loan Acc No	Loan Amount	Instalment Amount	No.of Instalments	Last Instalment No.	Amount already paid	Status	Freeze Recovery	Principal or Interest

Details of benefits like GPF, GI, SLI, FBS, D.C.R.G, Pension etc

Benefit Type	Identifying No.	Sum Assured	Subscription	Risk Effect From	Maturity Date
S.L.I	KSID/L1/720100209	47700	150	20/11/2000	31/05/2026

Present Salary Details

Basic Pay:	56500	Bill type:	ASO	Acquittance Group:	ASSISTANTS A
Last Change Date:	01/02/2021	Next Incr. Date:	01/02/2022		
Credit To Bank:	Y	Bank:		Account No.:	799012600114712

Additional Pay and Allowances

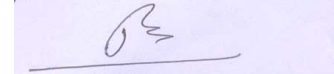
Description	Amount	W.E.Date

Deductions and Recoveries

SINo.	Deduction	Amount	Details
0	Excess Pay Drawn(000)	1064	1064
0	State Life Insurance-sub(129)	150	150
2	State Life Insurance-sub(129)	250	250
3	State Life Insurance-sub(129)	1300	1300
0	LIC Premium(303)	379	379
1	LIC Premium(303)	431	431
2	LIC Premium(303)	255	255
1	Income tax(311)	6400	6400
1	Group Insurance Scheme(324)	800	800
0	GPAI Scheme(375)	500	500
1	CMDRF-Flood Relief	2596	2596
1	GPF - Monthly Sub.(701)	12000	12000
1	Arrear to PF(709)	105602	105602
1	Ocki Relief Fund Contribution	500	500
0	Profession Tax(777)	1250	1250

Government of Kerala
Service and Payroll Administrative Repository for Kerala
Employee Data Sheet

PEN : 105397 **Name :** Pramod P



Personal Memoranda

Sex :	M	Nationality :	India
Date of birth :	29/03/1982	Date of superannuation :	31/03/2038
Father's Name:	N Padmanabhan Nair	Mother's Name:	P Geetha kumari
Blood group :	B-	Religion :	Hindu
Caste :	Nair	Category(SC/ST/OBC/OC/GEN) :	Gen
Ex-service Men(Yes/No):	N	Physically handicapped(Yes/No) :	N
If Yes, Nature of Hanicap:			
PAN Number :	ATCPP4529Q	Ration Card No:	
Voter Id Card No:	HFJ1506153	Marital Status :	M
Spouse's Name :	Vinitha V Nair	Is Inter Religion / Caste(Yes/No) :	N
Spouse's Religion:	Hindu	Spouse's Caste :	Nair
Is Spouse Employed(Yes/No):	N	Spouse Employed In :	NA
Identification Marks 1 :	A black mole on the right ear		
2 :	A black mole on the right side of the chin		
Height(cm) :	165		

Present Service Details

Department :	Legislature Secretariat	Office :	Legislature Secretariat
Section :		Seat No :	
Employment Type :	Regular	Service category :	State Subordinate
Designation :	Assistant Section Officer	SDO Code :	
P F Type :	GPFKERALA	P F Number :	GAE333768
Date of joining in Gov. Service :	20/12/2004	Date of joining in the Department :	20/12/2004

Details of parent department, if currently on deputaion

Parent Department :		Parent Office :	
Designation :		Deputaion w.e.f :	
Deputaion Year :		Deputation Months :	
Order Number :		Order Date :	

Present Address

House No and Name: Madathuvila veedu
Street Name : Vilavoorkal
Place : Malayinkil P O
Pin : 695571
State : Kerala
District : Thiruvananthapuram
Taluk : Neyyatinkara
Village : Amboori
Phone Number : 04712282442
Home Town : Trivandrum
E-mail Address : accb@niyamasabha.org

Permanent Address

House No and Name: Madathuvila veedu
Street Name : Vilavookal
Place : Malayinkil P O
Pin : 695571
State : Kerala
District : Thiruvananthapuram
Taluk : Neyyatinkara
Village : Amboori
Phone Number : 04712282442
Mobile Number : 9447332272

Recruitment Details

Source:	PSC	Type:	General	Method:	Direct
Adv. memo No.:	DTB(1)1252/2003	Adv. Memo Date:	19/11/2004	SI No. in Memo:	0
App. order No:	S3/1/2004	App. order Date:	22/12/2004	Entry Category:	State Subordinate
Is Dist. Recruit ?	Y	Selected District:	Thiruvananthapuram		

Police Verification Details

Ref No. :		Ver Report Date:		Police Station:	
Remarks :					

Qualifications							
Course Type	Course Name	Subject	University	Institution	Class Obtained	Reg No.	Year Of Pass
Graduation-Arts	B.A	-	Kerala University	-	Passed	160265	2002
Higher Secondary (Plus 2)	Pre-Degree	-	University of Kerala	-	Passed	41495	1999
Matriculation	SSLC	All subjects	Board of Public Examinations	-	Passed	289164	1977

Details Of Dependents		
Name	Relationship	Date Of Birth
G.P Prathibba	Sister	
P Geethakumari	Mother	
P.Pradeep	Brother	

Departmental Tests Passed							
Department	Test Name	Month	Year	Reg No.	Certificate No	Certificate Date	
Legislature Secretariat	Account Test Higher (Paper-1)	6	2005	2536	18265/2006	02/08/2006	
Legislature Secretariat	Account Test Higher	1	2006	2442	18265/2006	02/08/2006	
Legislature Secretariat	Secretariat Manual	7	2011	10796	5631/12		

Details of Training Programs Attended							
Course Title	Sponsored By	Conducted By	City Name	Country	Qualification	Training From	Training To
Induction training for LDC/VA	DC,Tvm.	IMG	Thiruvananthapuram	India	BA	14/02/2005	18/02/2005
Chairn Survey for LDC/VA	DC,Tvm.	ILM	Thiruvananthapuram	India	BA	02/12/2005	01/01/2006

Previous Qualifying Services					
Office	Post Held	Date From	Date To	Reason For Termination	
Collectorate TVM	LDC	20/12/2004	24/11/2008	24/11/2008	
Special tahsildar PLKD	UDC	29/11/2008	24/02/2011	24/02/2011	

Details of Declaration of Probation						
Department	District	Office	Designation	With Effect From	Probation Order No	Probation Order Date
Legislature Secretariat	Thiruvananthapuram	Legislature Secretariat	Assistant	26/02/2013	12617/SA2/2013/LEG	21/03/2013

Details of Regularisation						
Department	District	Office	Designation	Date of Entry	Order No	Order Date

Service Details							
Department	Category	Date From	Date To	Office	Designation	Basic Pay	Remarks
Revenue	State Subordinate	20/12/2004 FN	30/11/2005 AN	COLLECTORATE, THIRUVANANTHAPURAM	Lower Division Clerk/Village Assistant	3050	
Revenue	State Subordinate	20/12/2006 -	30/11/2007 -	COLLECTORATE, THIRUVANANTHAPURAM	Clerk	5510	
Revenue	State Subordinate	01/12/2007 -	31/05/2010 -	COLLECTORATE, THIRUVANANTHAPURAM	Clerk	5650	
Revenue	State Subordinate	01/12/2008 -	30/06/2009 -	COLLECTORATE, THIRUVANANTHAPURAM	Senior Clerk	7000	
Revenue	State Subordinate	01/07/2009 FN	31/05/2010 AN	COLLECTORATE, THIRUVANANTHAPURAM	Clerk	10480	Pay Fixation
Revenue	State Subordinate	01/06/2010 FN	24/02/2011 AN	COLLECTORATE, THIRUVANANTHAPURAM	Senior Clerk	13210	Promotion
Legislature Secretariat	State Subordinate	25/02/2011 FN	26/09/2011 FN	TRANSIT	Assistant	14620	
Legislature Secretariat	State Subordinate	01/07/2012 -	25/02/2013 -	Legislature Secretariat	Assistant	14980	
Legislature Secretariat	State Subordinate	01/02/2014 FN	30/06/2014 AN	Legislature Secretariat	Assistant - Senior Grade	16580	
Legislature Secretariat	State Subordinate	01/07/2014 FN	31/01/2015 AN	Legislature Secretariat	Assistant - Senior Grade	33100	Pay Fixation
Legislature Secretariat	State Subordinate	01/02/2015 FN	31/01/2016 AN	Legislature Secretariat	Assistant - Senior Grade	33900	Increment
Legislature Secretariat	State Subordinate	01/02/2016 -	31/01/2017 -	Legislature Secretariat	Assistant - Senior Grade	34800	

Legislature Secretariat	State Subordinate	01/02/2017 -	31/01/2018 -	Legislature Secretariat	Assistant - Senior Grade	35700	
Legislature Secretariat	State Subordinate	01/02/2018 -	30/04/2018 -	Legislature Secretariat	Assistant - Senior Grade	36600	promotion
Legislature Secretariat	State Subordinate	01/05/2018 -	31/01/2019 -	Legislature Secretariat	Assistant Section Officer	38500	
Legislature Secretariat	State Subordinate	01/02/2019 -	30/06/2019 -	Legislature Secretariat	Assistant Section Officer	39500	
Legislature Secretariat	State Subordinate	01/07/2019 -	31/01/2020 -	Legislature Secretariat	Assistant Section Officer	55200	
Legislature Secretariat	State Subordinate	01/02/2020 -	31/01/2021 -	Legislature Secretariat	Assistant Section Officer	56500	

Disciplinary Actions

Ref No	Ref date	Nature of charge	Enquiry officer	File No	Penalty	Penalty remarks	Penalty start date	Penalty order No	Penalty order date	Penalty revoke order date	Revoke order no	Revoke order date

Details of Award Received

Department	District	Office	Nature Of Award	Purpose	Date Of Award

Leave On Credit		
As On Date	Leave Type	Days On Credit
01/08/2008	Half Pay Leave	35.38
10/08/2008	Half Pay Leave	35.93
11/08/2008	Half Pay Leave	0.00
12/08/2008	Half Pay Leave	60.00
02/05/2011	Earned Leave	91.00
31/03/2012	Earned Leave	91.00
03/06/2013	Earned Leave	100.00
31/03/2014	Earned Leave	95.00

Leave Aailed

Leave Type	From Date	To Date	Purpose	Sanction No	Sanction By
Half Pay Leave	06/08/2007	25/08/2007			
Half Pay Leave	04/09/2007	20/09/2007			
Half Pay Leave	25/08/2008	29/08/2008			
Leave Without Allowance without MC (Rule 88)	01/06/2010	02/06/2010			

Encashment of Leave During Service

As on date	No. of days	Amount	Sanction Order No	Sanction Date
01/04/2008	10	2632	LDis/20819/08/A2	07/04/2008
03/05/2011	30	18376	897/2011	30/05/2011
02/04/2012	30	20292	492/2012/leg	10/04/2012
04/06/2013	30	25895	774/2013	18/06/2013
01/04/2014	30	28165	570/2014	09/04/2014
01/04/2015	30	31754	448	10/04/2015
01/04/2016	30	39288	534	13/04/2016
01/04/2017	30	42384	547/2017/leg	03/04/2017
01/04/2018	30	44124	546/2018	09/04/2018
01/04/2019	30	47825	496/2019/Nise	05/04/2019
06/11/2020	30	51000	1175/2020/nise	11/12/2020

Nominations for PF, Pensionary and other claims

Benefit Name	Nominee name	Nominee address	Relationship	Invalid on the happening of	Amount Portion
G.P.F	P Geethakumari	Madathuvila Veedu, Vilavoorkal, Malayinkeezhu, Tvm.	Mother	On filing a fresh nomination	Full
Group Insurance	P Geethakumari	Madathuvila Veedu, Vilavoorkal, Malayinkeezhu, Tvm.	Mother		Full

Annual Performance Report submission details

Period from	Period To	Submitted(Y/ N)	Submitted Date

Annual Property Return submission details			
Period from	Period To	Submitted(Y/ N)	Submitted date

Details of official accommodation availed (Quarters)						
Station	From date	To date	Is Eligible for HRA	Address	Sanction No	Sanction date

Details of disbursement of loans like HBA, MCA, GPF advance etc.						
Loan Item	Instalment No.	Disbursement date	Amount	Order number	Order date	

Details of current Loans/ Advance Recovery									
Loan Item	Loan Acc No	Loan Amount	Instalment Amount	No.of Instalments	Last Instalment No.	Amount already paid	Status	Freeze Recovery	Principal or Interest
GPF Loan Repayment(801)	GAE333768	64800	1800	36	4	7200		N	P
HBA State Svc Officers(102)	GAD104864	695000	4850	144	106	514100		N	P

Details of benefits like GPF, GI, SLI, FBS, D.C.R.G, Pension etc						
Benefit Type	Identifying No.	Sum Assured	Subscription	Risk Effect From	Maturity Date	

Present Salary Details						
Basic Pay:	57900	Bill type:	PA to MLA 1	Acquittance Group:	PA to MLA 1	
Last Change Date:	01/02/2021	Next Incr. Date:	01/02/2022			
Credit To Bank:	Y	Bank:		Account No.:	799012600115360	

Additional Pay and Allowances		
Description	Amount	W.E.Date
Special Allowance(06)	830	01/05/2021

Deductions and Recoveries			
SINo.	Deduction	Amount	Details
0	Excess Pay Drawn(000)	425	425
1	State Life Insurance-sub(129)	750	750
4	State Life Insurance-sub(129)	250	250
3	LIC Premium(303)	277	277
1	Income tax(311)	10270	10270
2	Income tax(311)	3880	3880
3	Income tax(311)	10310	10310
2	Group Insurance Scheme(324)	800	800
0	GPAI Scheme(375)	500	500
1	GPF - Monthly Sub.(701)	5000	5000
1	Arrear to PF(709)	109353	109353
1	Ocki Relief Fund Contribution	500	500
0	Profession Tax(777)	1250	1250

Government of Kerala
Service and Payroll Administrative Repository for Kerala
Employee Data Sheet

PEN : 106922

Name : Shaila N



Personal Memoranda

Sex :	F	Nationality :	India
Date of birth :	18/12/1975	Date of superannuation :	31/12/2031
Father's Name:	Basheer A	Mother's Name:	Naseema A
Blood group :	O+	Religion :	Islam
Caste :	Muslim	Category(SC/ST/OBC/OC/GEN) :	OBC
Ex-service Men(Yes/No):	N	Physically handicapped(Yes/No) :	N
If Yes, Nature of Hanicap:			
PAN Number :	BGYPN2552F	Ration Card No:	1101077418
Voter Id Card No:	YUC0255828	Marital Status :	M
Spouse's Name :	Shaji A	Is Inter Religion / Caste(Yes/No) :	N
Spouse's Religion:	Islam	Spouse's Caste :	Muslim
Is Spouse Employed(Yes/No):	Y	Spouse Employed In :	Working Abroad
Identification Marks 1 :	A Scar on the left wrist on outer aspect of the left hand		
2 :	A black mole below the lower lip near the angle of the mouth on the left side		
Height(cm) :	163		

Present Service Details

Department :	Legislature Secretariat	Office :	Legislature Secretariat
Section :		Seat No :	
Employment Type :	Regular	Service category :	State Subordinate
Designation :	Assistant Section Officer	SDO Code :	
P F Type :	GPFKERALA	P F Number :	GAE358164
Date of joining in Gov. Service :	29/12/2005	Date of joining in the Department :	03/04/2012

Details of parent department, if currently on deputaion

Parent Department :		Parent Office :	
Designation :		Deputaion w.e.f :	
Deputaion Year :		Deputation Months :	
Order Number :		Order Date :	

Present Address

House No and Name: T.C.32/754(i), Nasi Cottage
Street Name : Bala Nagar
Place : Near All Saints College
Pin : 695007
State : Kerala
District : Thiruvananthapuram
Taluk : Thiruvananthapuram
Village : Kadakampally
Phone Number : 04712515421
Home Town : Trivandrum
E-mail Address : shailan786@gmail.com

Permanent Address

House No and Name: T.C.32/754(i), Nasi Cottage
Street Name : Bala Nagar
Place : Near All Saints College
Pin : 695007
State : Kerala
District : Thiruvananthapuram
Taluk : Thiruvananthapuram
Village : Kadakampally
Phone Number : 04712512421
Mobile Number : 9446303290

Recruitment Details

Source:	PSC	Type:	General	Method:	Direct
Adv. memo No.:	RIA(I)8803/10/GW	Adv. Memo Date:	17/12/2010	SI No. in Memo:	2
App. order No:	LF.5/Estt.1/2008(43)	App. order Date:	11/01/2011	Entry Category:	State Subordinate
Is Dist. Recruit ?	N	Selected District:			

Police Verification Details

Ref No. :		Ver Report Date:		Police Station:	
Remarks :					

Qualifications

Course Type	Course Name	Subject	University	Institution	Class Obtained	Reg No.	Year Of Pass
Graduation-Science	B Se	Botany	University of Kerala	Govt College for Women	First Class	120136	1997
Graduation-Education	B Ed	Edication	University of Kerala		Passed	6524/ November	1999
Certificate	C B S E	Central Board of Secondary Education		All India Senior School Certificate Examination	Passed	4208075	1994
Higher Secondary (Plus 2)	Central Board of Secondary Education	C B S E		All India Secondary School examination	Passed	4112734	1992

Details Of Dependents		
Name	Relationship	Date Of Birth
Basheer A	Father	
Faisal B	Brother	
Naseema A	Mother	
Shahiba S	Daughter	
Shaina N	Sister	
Shaji A	Husband	
Suhaina S	Daughter	

Departmental Tests Passed							
Department	Test Name	Month	Year	Reg No.	Certificate No	Certificate Date	
Legislature Secretariat	Account Test Higher	6	2006	2450	11907/07	18/07/2007	
Legislature Secretariat	Secretariat Manual	7	2012	101881	9652/13		

Details of Training Programs Attended							
Course Title	Sponsored By	Conducted By	City Name	Country	Qualification	Training From	Training To

Previous Qualifying Services					
Office	Post Held	Date From	Date To	Reason For Termination	
Reveunue Divisional Office Thiruvananthapuram	LD Clerk	29/12/2005	22/01/2011	22/01/2011	
Local Fund Department	Auditor	24/01/2011	02/04/2012	02/04/2012	

Details of Declaration of Probation						
Department	District	Office	Designation	With Effect From	Probation Order No	Probation Order Date
Legislature Secretariat	Thiruvananthapuram	Legislature Secretariat	Assistant	03/04/2014	14849/SA2/2014	06/05/2014

Details of Regularisation						
Department	District	Office	Designation	Date of Entry	Order No	Order Date
Kerala State Audit Department	Thiruvananthapuram	O/o The Director of Kerala State Audit	Auditor	15/03/2010	LF5/Estt.1/2012(1)	18/12/2012
Legislature Secretariat	Thiruvananthapuram	Legislature Secretariat	Assembly Attendent	10/03/2005	7461/AcC1/2004/Leg	30/05/2005

Service Details							
Department	Category	Date From	Date To	Office	Designation	Basic Pay	Remarks
Revenue	State Subordinate	29/12/2005 FN	30/11/2006 AN	REVENUE DIVISIONAL OFFICE TRIVANDRUM	Clerk	5250	App:at Rev:Divisional Off:as per ProNo:S3/1/2005 Dt:23/12/05 Pay revs:GO(P)145/2006/Fin Dt:25/03/06
Revenue	State Subordinate	01/12/2006 FN	29/12/2007 AN	REVENUE DIVISIONAL OFFICE TRIVANDRUM	Clerk	5380	
Revenue	State Subordinate	30/12/2007 FN	30/11/2008 AN	REVENUE DIVISIONAL OFFICE TRIVANDRUM	Clerk	5510	
Revenue	State Subordinate	01/12/2008 FN	30/11/2009 AN	REVENUE DIVISIONAL OFFICE TRIVANDRUM	Clerk	5650	

Revenue	State Subordinate	01/12/2009 -	31/12/2009 -	REVENUE DIVISIONAL OFFICE TRIVANDRUM	Clerk	5250	
Revenue	State Subordinate	01/01/2010 -	30/11/2010 -	REVENUE DIVISIONAL OFFICE TRIVANDRUM	Clerk	5790	
Revenue	State Subordinate	01/12/2010 FN	22/01/2011 AN	REVENUE DIVISIONAL OFFICE TRIVANDRUM	Clerk	5930	
Revenue	State Subordinate	23/01/2011 FN	23/01/2011 AN	TRANSIT	Clerk	5930	
Kerala State Audit Department	State Subordinate	24/01/2011 -	31/12/2011 -	O/O the JOINT DIRECTOR OF LOCAL FUND AUDIT, KERALA AGRICULT	Auditor	13900	
Kerala State Audit Department	State Subordinate	01/01/2012 -	02/04/2012 AN	O/O the JOINT DIRECTOR OF LOCAL FUND AUDIT, KERALA AGRICULT	Auditor	14260	
Kerala State Audit Department	State Subordinate	03/04/2012 AN	30/06/2014 FN	TRANSIT	Auditor	14260	
Legislature Secretariat	State Subordinate	01/07/2014 FN	31/12/2014 AN	Legislature Secretariat	Assistant	29900	Pay Fixation
Legislature Secretariat	State Subordinate	01/01/2015 FN	31/05/2015 AN	Legislature Secretariat	Assistant	30700	Increment
Legislature Secretariat	State Subordinate	01/06/2015 FN	25/08/2015 AN	Legislature Secretariat	Assistant - Senior Grade	30700	Promotion
Legislature Secretariat	State Subordinate	26/08/2015 FN	13/09/2015 AN	Legislature Secretariat	Assistant	32300	Promotion
Legislature Secretariat	State Subordinate	14/09/2015 FN	02/11/2015 AN	Legislature Secretariat	Assistant - Senior Grade	31500	Promotion
Legislature Secretariat	State Subordinate	03/11/2015 FN	22/11/2015 AN	Legislature Secretariat	Assistant - Senior Grade	30700	Increment
Legislature Secretariat	State Subordinate	23/11/2015 FN	31/12/2015 AN	Legislature Secretariat	Assistant - Senior Grade	31500	Increment
Legislature Secretariat	State Subordinate	01/01/2016 -	31/12/2016 -	Legislature Secretariat	Assistant - Senior Grade	32300	
Legislature Secretariat	State Subordinate	01/01/2017 -	31/12/2017 -	Legislature Secretariat	Assistant - Senior Grade	33100	
Legislature Secretariat	State Subordinate	01/01/2018 -	31/12/2018 -	Legislature Secretariat	Assistant - Senior Grade	33900	
Legislature Secretariat	State Subordinate	01/01/2019 -	30/06/2019 -	Legislature Secretariat	Assistant - Senior Grade	34800	
Legislature Secretariat	State Subordinate	01/07/2019 -	31/12/2019 -	Legislature Secretariat	Assistant - Senior Grade	49000	
Legislature Secretariat	State Subordinate	01/01/2020 -	18/10/2020 -	Legislature Secretariat	Assistant - Senior Grade	50200	Promotion
Legislature Secretariat	State Subordinate	19/10/2020 -	31/12/2020 -	Legislature Secretariat	Assistant Section Officer	52600	

Disciplinary Actions

Ref No	Ref date	Nature of charge	Enquiry officer	File No	Penalty	Penalty remarks	Penalty start date	Penalty order No	Penalty order date	Penalty revoke order date	Revoke order no	Revoke order date

Details of Award Received

Department	District	Office	Nature Of Award	Purpose	Date Of Award

Leave On Credit		
As On Date	Leave Type	Days On Credit
31/07/2012	Earned Leave	50.00
30/08/2013	Earned Leave	56.00
18/07/2014	Earned Leave	45.00
08/04/2015	Earned Leave	50.00
31/03/2016	Earned Leave	52.00
09/04/2018	Earned Leave	83.00
26/08/2019	Earned Leave	99.00

Leave Aailed

Leave Type	From Date	To Date	Purpose	Sanction No	Sanction By

Dies-Non	24/01/2006	24/01/2006	1day	GO(P)No: 24/2006/GAD	Revenue Divisional Officer, Tvpm
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Encashment of Leave During Service				
As on date	No. of days	Amount	Sanction Order No	Sanction Date
01/08/2012	30	20819	997/2012	08/08/2012
31/08/2013	30	23509	1150/2013	09/09/2013
19/07/2014	30	27055	1149/2014	24/07/2014
09/04/2015	30	28824	475/2015	18/04/2015
01/04/2016	30	36638	558/2016	18/04/2016
10/04/2018	30	41046	568/2018	11/04/2018
26/08/2019	30	44160	1286/2019	02/09/2019

Nominations for PF, Pensionary and other claims					
Benefit Name	Nominee name	Nominee address	Relationship	Invalid on the happening of	Amount Portion
G.P.F	A Shaji	TC 35/685 Priyadharshini Nagar Vallakkadavoo PO Tvpm8	Husband	Filing fresh nomination	Full
S.L.I	A Shaji	TC 35 685	Husband		

Annual Performance Report submission details			
Period from	Period To	Submitted(Y/ N)	Submitted Date

Annual Property Return submission details			
Period from	Period To	Submitted(Y/ N)	Submitted date

Details of official accommodation availed (Quarters)						
Station	From date	To date	Is Eligible for HRA	Address	Sanction No	Sanction date

Details of disbursement of loans like HBA, MCA, GPF advance etc.						
Loan Item	Instalment No.	Disbursement date	Amount	Order number	Order date	

Details of current Loans/ Advance Recovery									
Loan Item	Loan Acc No	Loan Amount	Instalment Amount	No.of Instalments	Last Instalment No.	Amount already paid	Status	Freeze Recovery	Principal or Interest

Details of benefits like GPF, GI, SLI, FBS, D.C.R.G, Pension etc						
Benefit Type	Identifying No.	Sum Assured	Subscription	Risk Effect From	Maturity Date	

Present Salary Details						
Basic Pay:	53900	Bill type:	ASO	Acquittance Group:	ASSISTANTS A	
Last Change Date:	01/01/2021	Next Incr. Date:	01/01/2022			
Credit To Bank:	Y	Bank:		Account No.:	799012600116044	

Additional Pay and Allowances		
Description	Amount	W.E.Date

Deductions and Recoveries			
SINo.	Deduction	Amount	Details
1	Excess Pay Drawn(000)	1987	1987
2	State Life Insurance-sub(129)	250	250
3	State Life Insurance-sub(129)	500	500
0	LIC Premium(303)	481	481
4	LIC Premium(303)	340	340
5	LIC Premium(303)	465	465
1	Income tax(311)	5500	5500

1	Group Insurance Scheme(324)	800	800
0	GPAI Scheme(375)	500	500
1	GPF - Monthly Sub.(701)	40000	40000
1	Arrear to PF(709)	93990	93990
1	Ocki Relief Fund Contribution	500	500
0	Profession Tax(777)	1250	1250

Government of Kerala
Service and Payroll Administrative Repository for Kerala
Employee Data Sheet

PEN : 107294 **Name :** Suresh Kumar A



Personal Memoranda

Sex :	M	Nationality :	India
Date of birth :	05/04/1973	Date of superannuation :	30/04/2029
Father's Name:	Appukuttan Nair N	Mother's Name:	Sarasamma
Blood group :	O+	Religion :	Hindu
Caste :	Nair	Category(SC/ST/OBC/OC/GEN) :	Gen
Ex-service Men(Yes/No):	N	Physically handicapped(Yes/No) :	N
If Yes, Nature of Hanicap:			
PAN Number :	FLFPS5447N	Ration Card No:	1101003858
Voter Id Card No:	MKG2986214	Marital Status :	M
Spouse's Name :	SREEDEVI L	Is Inter Religion / Caste(Yes/No) :	N
Spouse's Religion:	Hindu	Spouse's Caste :	Nair
Is Spouse Employed(Yes/No):	N	Spouse Employed In :	NA
Identification Marks 1 :	Black mole on left cheek		
2 :	A wound mark on the lower part of the chin		
Height(cm) :	178		

Present Service Details

Department :	Legislature Secretariat	Office :	Legislature Secretariat
Section :		Seat No :	
Employment Type :	Regular	Service category :	State Subordinate
Designation :	Assistant Section Officer	SDO Code :	
P F Type :	GPFKERALA	P F Number :	TRY309431
Date of joining in Gov. Service :	09/08/2004	Date of joining in the Department :	14/11/2011

Details of parent department, if currently on deputaion

Parent Department :		Parent Office :	
Designation :		Deputaion w.e.f :	
Deputaion Year :		Deputation Months :	
Order Number :		Order Date :	

Present Address

House No and Name: TC 27/1129, Karthika,
Street Name : Athiyaramadom Lane, Vanchiyoor.
P.O.
Place : Thiruvananthapuram
Pin : 695035
State : Kerala
District : Thiruvananthapuram
Taluk : Thiruvananthapuram
Village : Vanchiyoor
Phone Number : 04712512419
Home Town : Thiruvananthapuram
E-mail Address : sktrivandrum@gmail.com

Permanent Address

House No and Name: TC 27/1129, Karthika,
Street Name : Athiyaramadom Lane, Vanchiyoor.
P.O.
Place : Thiruvananthapuram
Pin : 695035
State : Kerala
District : Thiruvananthapuram
Taluk : Thiruvananthapuram
Village : Vanchiyoor
Phone Number : 04712512419
Mobile Number : 9497429855

Recruitment Details

Source:	PSC	Type:	General	Method:	Direct
Adv. memo No.:	RIA(1)8803/10/GW(2)	Adv. Memo Date:	04/10/2011	SI No. in Memo:	
App. order No:	16544(ACA4)/2011/LEG	App. order Date:	27/10/2011	Entry Category:	State Subordinate
Is Dist. Recruit ?	N	Selected District:			

Police Verification Details

Ref No. :		Ver Report Date:		Police Station:	
Remarks :					

Qualifications							
Course Type	Course Name	Subject	University	Institution	Class Obtained	Reg No.	Year Of Pass
Graduation-Commerce	B Com	Commerce	Kerala University		Second Class	5399	1998
Matriculation	S S L C	General	Board of Public Examination		First Class		1987

Details Of Dependents		
Name	Relationship	Date Of Birth
Arjun S Nair	Son	
Sarasamma	Mother	
Sreedevi L	wife	

Departmental Tests Passed							
Department	Test Name	Month	Year	Reg No.	Certificate No	Certificate Date	
Legislature Secretariat	Secretariat Manual	7	2012	102002	7632/13	26/06/2013	
Treasuries	MOP	6	2005	1356	4192/06	27/03/2006	
Treasuries	Account Test Higher	6	2005	1356	4191/06	27/03/2003	
Treasuries	Account Test Lower	1	2005	2591	4190/06	27/03/2006	

Details of Training Programs Attended							
Course Title	Sponsored By	Conducted By	City Name	Country	Qualification	Training From	Training To

Previous Qualifying Services					
Office	Post Held	Date From	Date To	Reason For Termination	
KSFDC	Asst.Grade II	07/07/2004	09/08/2004	09/08/2004	

Details of Declaration of Probation						
Department	District	Office	Designation	With Effect From	Probation Order No	Probation Order Date
Legislature Secretariat	Thiruvananthapuram	Legislature Secretariat	Assistant	13/11/2013	20604/SA2/2013/Leg	13/12/2013

Details of Regularisation						
Department	District	Office	Designation	Date of Entry	Order No	Order Date
Legislature Secretariat	Thiruvananthapuram	Legislature Secretariat	Assistant	14/11/2011	12521/Services A2(ACA4)/2012/L	27/02/2013

Service Details							
Department	Category	Date From	Date To	Office	Designation	Basic Pay	Remarks
Treasuries	State Subordinate	09/08/2004 FN	31/07/2005 AN	Directorate of Treasuries, Thiruvananthapuram	Junior Accountant	4990	Appointed as Jr.Accountant and pay fixed at Rs 4990 in the scale of Rs 4990-7990 as per GO (P) 145/06/Fin dt 25/03/06.
Treasuries	State Subordinate	01/08/2005 FN	10/08/2006 AN	Directorate of Treasuries, Thiruvananthapuram	Junior Accountant	5120	Pay raised to RS 5120.
Treasuries	State Subordinate	11/08/2006 -	31/07/2007 -	Directorate of Treasuries, Thiruvananthapuram	Junior Accountant	5510	
Treasuries	State Subordinate	01/08/2007 -	31/07/2008 -	Directorate of Treasuries, Thiruvananthapuram	Junior Accountant	5650	
Treasuries	State Subordinate	01/08/2008 -	04/02/2009 -	Directorate of Treasuries, Thiruvananthapuram	Junior Accountant	5790	
Treasuries	State Subordinate	05/02/2009 -	30/06/2009 -	Directorate of Treasuries, Thiruvananthapuram	Senior Accountant	6680	
Treasuries	State Subordinate	01/07/2009 FN	30/06/2010 AN	Directorate of Treasuries, Thiruvananthapuram	Senior Accountant	13210	Pay Fixation

Treasuries	State Subordinate	01/07/2010 -	30/06/2011 -	Directorate of Treasuries, Thiruvananthapuram	Senior Accountant	13540	
Treasuries	State Subordinate	01/07/2011 FN	04/09/2011 AN	Directorate of Treasuries, Thiruvananthapuram	Senior Accountant	13900	new post as panchayath secret
PANCHAYATS	State Subordinate	05/09/2011 AN	10/11/2011 AN	OTHUKUNGAL GRAMA PANCHAYAT OFFICE	Secretary Grama Panchayat	16180	Director of Panchayats, Thiruvananthapuram
PANCHAYATS	State Subordinate	11/11/2011 FN	13/11/2011 AN	TRANSIT	Secretary Grama Panchayat	13900	Dy. Director of Panchayats, Mlpm
Legislature Secretariat	State Subordinate	14/11/2011 -	31/10/2012 -	Legislature Secretariat	Assistant	13900	
Legislature Secretariat	State Subordinate	01/11/2012 FN	31/10/2013 AN	Legislature Secretariat	Assistant	14260	
Legislature Secretariat	State Subordinate	01/11/2013 -	13/11/2013 -	Legislature Secretariat	Assistant	14980	
Legislature Secretariat	State Subordinate	14/11/2013 FN	30/06/2014 AN	Legislature Secretariat	Assistant - Senior Grade	16180	
Legislature Secretariat	State Subordinate	01/07/2014 FN	31/10/2014 AN	Legislature Secretariat	Assistant - Senior Grade	32300	Pay Fixation
Legislature Secretariat	State Subordinate	01/11/2014 FN	31/10/2015 AN	Legislature Secretariat	Assistant - Senior Grade	33100	Increment
Legislature Secretariat	State Subordinate	01/11/2015 -	31/10/2016 -	Legislature Secretariat	Assistant - Senior Grade	33900	
Legislature Secretariat	State Subordinate	01/11/2016 -	31/10/2017 -	Legislature Secretariat	Assistant - Senior Grade	34800	
Legislature Secretariat	State Subordinate	01/11/2017 -	31/10/2018 -	Legislature Secretariat	Assistant - Senior Grade	35700	
Legislature Secretariat	State Subordinate	01/11/2018 -	30/06/2019 -	Legislature Secretariat	Assistant - Senior Grade	36600	Promotion
Legislature Secretariat	State Subordinate	01/07/2019 -	31/08/2019 -	Legislature Secretariat	Assistant - Senior Grade	51400	Promotion
Legislature Secretariat	State Subordinate	01/09/2019 -	31/10/2019 -	Legislature Secretariat	Assistant Section Officer	53900	
Legislature Secretariat	State Subordinate	01/11/2019 -	31/10/2020 -	Legislature Secretariat	Assistant Section Officer	55200	
Legislature Secretariat	State Subordinate	01/11/2020 -	31/10/2021 -	Legislature Secretariat	Assistant Section Officer	56500	

Disciplinary Actions												
Ref No	Ref date	Nature of charge	Enquiry officer	File No	Penalty	Penalty remarks	Penalty start date	Penalty order No	Penalty order date	Penalty revoke order date	Revoke order no	Revoke order date

Details of Award Received					
Department	District	Office	Nature Of Award	Purpose	Date Of Award

Leave On Credit		
As On Date	Leave Type	Days On Credit
08/08/2008	Half Pay Leave	62.00
01/03/2009	Earned Leave	70.00
17/04/2012	Earned Leave	49.00
04/08/2013	Earned Leave	63.00
31/05/2014	Earned Leave	59.00
24/04/2015	Earned Leave	58.00
25/05/2016	Earned Leave	63.00
12/06/2017	Earned Leave	68.00
04/05/2018	Earned Leave	66.00
25/09/2018	Earned Leave	49.00
01/03/2020	Earned Leave	95.00

Leave Availed					
Leave Type	From Date	To Date	Purpose	Sanction No	Sanction By
Earned Leave	29/09/2005	29/09/2005		Nil	DD DTO TVM
Commuted Leave	08/09/2008	09/09/2008	personal	g4	dt tvn
Half Pay Leave	15/09/2008	30/09/2008	personal	g4 dt10.9.08	dt tvn

Encashment of Leave During Service				
As on date	No. of days	Amount	Sanction Order No	Sanction Date
07/01/2005	20	0	G4/213/05	06/01/2005
22/08/2006	30	0	Nil	22/08/2006
01/04/2008	30	7898	G4/3217/2008	01/04/2008
01/04/2009	30	10126	g4/3064/2009	01/04/2009
06/08/2011	30	18376	G3/3947/10	06/08/2011
17/04/2012	30	19349	512/2012	18/04/2012
05/08/2013	30	22958	1042/2013/Leg	07/08/2013
01/06/2014	30	26433	913/2014	10/06/2014
25/04/2015	30	30984	545/2015	28/04/2015
25/05/2016	30	39351	807/2016	25/05/2016
13/06/2017	30	42072	992/2017	12/06/2017
05/05/2018	30	43098	739/2018	07/05/2018
26/09/2018	30	43455	1553/2018	27/09/2018
19/03/2020	30	49800	384/2020	23/03/2020

Nominations for PF, Pensionary and other claims					
Benefit Name	Nominee name	Nominee address	Relationship	Invalid on the happening of	Amount Portion
G.P.F	Sarasamma	TC 27/1823, Vayal Nikathiya Veedu, Sreechithira Lane, Vanchiyoor. P.O., Thiruvananthapuram	Mother		Full
S.L.I	Appukuttan Nair N	TC 27/1823, Vayal Nikathiya Veedu, Sreechithira Lane, Vanchiyoor. P.O., Thiruvananthapuram	Father		Full

Annual Performance Report submission details			
Period from	Period To	Submitted(Y/ N)	Submitted Date

Annual Property Return submission details			
Period from	Period To	Submitted(Y/ N)	Submitted date

Details of official accommodation availed (Quarters)						
Station	From date	To date	Is Eligible for HRA	Address	Sanction No	Sanction date

Details of disbursement of loans like HBA, MCA, GPF advance etc.						
Loan Item	Instalment No.	Disbursement date	Amount	Order number	Order date	

Details of current Loans/ Advance Recovery									
Loan Item	Loan Acc No	Loan Amount	Instalment Amount	No.of Instalments	Last Instalment No.	Amount already paid	Status	Freeze Recovery	Principal or Interest

Details of benefits like GPF, GI, SLI, FBS, D.C.R.G, Pension etc						
Benefit Type	Identifying No.	Sum Assured	Subscription	Risk Effect From	Maturity Date	
G.P.F	TRY 309431	0	0	01/02/2005	30/04/2028	
S.L.I	870501082	0	0	01/02/2005	30/04/2028	

Present Salary Details					
Basic Pay:	57900	Bill type:	ASO	Acquittance Group:	ASSISTANTS A
Last Change Date:	01/11/2021	Next Incr. Date:	01/11/2022		
Credit To Bank:	Y	Bank:		Account No.:	799012600116191

Additional Pay and Allowances		
Description	Amount	W.E.Date

Deductions and Recoveries			
SINo.	Deduction	Amount	Details

0	Excess Pay Drawn(000)	1090	1090
0	State Life Insurance-sub(129)	150	150
1	State Life Insurance-sub(129)	250	250
1	Income tax(311)	6000	6000
1	Group Insurance Scheme(324)	800	800
0	GPAI Scheme(375)	500	500
1	GPF - Monthly Sub.(701)	6000	6000
1	Arrear to PF(709)	104045	104045
1	Ocki Relief Fund Contribution	200	200
0	Profession Tax(777)	1250	1250

Government of Kerala
Service and Payroll Administrative Repository for Kerala
Employee Data Sheet

PEN : 107854 **Name :** AYYAPPADAS P S



Personal Memoranda

Sex :	M	Nationality :	India
Date of birth :	27/05/1983	Date of superannuation :	31/05/2039
Father's Name:	N PRABHAKARA PANIKAR	Mother's Name:	J PRASANNA
Blood group :	O+	Religion :	Hindu
Caste :	EZHAVA	Category(SC/ST/OBC/OC/GEN) :	OBC
Ex-service Men(Yes/No):	N	Physically handicapped(Yes/No) :	N
If Yes, Nature of Hanicap:			
PAN Number :	CEOPS5448L	Ration Card No:	1103013166
Voter Id Card No:	HVX 2114544	Marital Status :	M
Spouse's Name :	Aswathy V	Is Inter Religion / Caste(Yes/No) :	N
Spouse's Religion:	Hindu	Spouse's Caste :	Ezhava
Is Spouse Employed(Yes/No):	N	Spouse Employed In :	
Identification Marks 1 :	A BLACK MOLE ON THE LEFT CHEEK		
2 :	A BLACK MOLE ON THE RIGHT LEG		
Height(cm) :	166		

Present Service Details

Department :	Legislature Secretariat	Office :	Legislature Secretariat
Section :		Seat No :	A2
Employment Type :	Regular	Service category :	State Subordinate
Designation :	Assistant Section Officer	SDO Code :	
P F Type :	GPFKERALA	P F Number :	GAE346878
Date of joining in Gov. Service :	23/01/2006	Date of joining in the Department :	12/08/2011

Details of parent department, if currently on deputaion

Parent Department :		Parent Office :	
Designation :		Deputaion w.e.f :	
Deputaion Year :		Deputation Months :	
Order Number :		Order Date :	

Present Address

House No and Name: Devi
Street Name : SNRA 45
Place : Kavuvila
Pin : 695043
State : Kerala
District : Thiruvananthapuram
Taluk : Thiruvananthapuram
Village : Kudappanakkunnu
Phone Number : 04716583710
Home Town : Mukkolakkal
E-mail Address : aypdstvpm@yahoo.com

Permanent Address

House No and Name: Devi
Street Name : SNRA 45
Place : Kavuvila
Pin : 695043
State : Kerala
District : Thiruvananthapuram
Taluk : Thiruvananthapuram
Village : Kudappanakkunnu
Phone Number : 04716583710
Mobile Number : 9946500568

Recruitment Details

Source:	Inter Cadre	Type:	General	Method:	Transfer
Adv. memo No.:	GO(MS)No916/2011/leg	Adv. Memo Date:	05/08/2011	SI No. in Memo:	0
App. order No:	14833/ACA4/2011/leg	App. order Date:	22/08/2011	Entry Category:	State Subordinate
Is Dist. Recruit ?	N	Selected District:			

Police Verification Details

Ref No. :		Ver Report Date:		Police Station:	
Remarks :					

Qualifications							
Course Type	Course Name	Subject	University	Institution	Class Obtained	Reg No.	Year Of Pass
Graduation-Science	B Sc	science	University of Kerala			15649	2005
Higher Secondary (Plus 2)	PLUS TWO	ENGLISH	BOARD OF HIGHER SECONDARY EX KERALA		Passed	4800	2000
Matriculation	SSLC	MALAYALAM	BOARD OF PUBLIC EXAMINATION OF KERALA		Passed	455176	1998

Details Of Dependents		
Name	Relationship	Date Of Birth
ASWATHY V	WIFE	
J PRASANNA	MOTHER	
N PRANAKARA PANICKER	FATHER	
VIJESH KRISHNAN	BROTHER	
VIPIN KRISHNAN	BROTHER	

Departmental Tests Passed							
Department	Test Name	Month	Year	Reg No.	Certificate No	Certificate Date	
Legislature Secretariat	Account Test Lower	7	2007	20328	18130/12		
Legislature Secretariat	Secretariat Manual	1	2013	100110	9442/13		

Details of Training Programs Attended							
Course Title	Sponsored By	Conducted By	City Name	Country	Qualification	Training From	Training To
computer training	institute of land and disaster management	Institute of Land and Disaster Management	Thiruvananthapuram	India	not available	14/05/2007	19/05/2007

Previous Qualifying Services				
Office	Post Held	Date From	Date To	Reason For Termination

Details of Declaration of Probation						
Department	District	Office	Designation	With Effect From	Probation Order No	Probation Order Date
Legislature Secretariat	Thiruvananthapuram	Legislature Secretariat	Assistant	12/08/2013	18372/SA2/2013/LEG.	10/09/2013

Details of Regularisation						
Department	District	Office	Designation	Date of Entry	Order No	Order Date
Legislature Secretariat	Thiruvananthapuram	Legislature Secretariat	Assistant	21/01/2011	14833/SA2(ACA4)/2011/Leg	18/07/2013

Service Details							
Department	Category	Date From	Date To	Office	Designation	Basic Pay	Remarks
Revenue	State Subordinate	23/01/2006 FN	11/08/2011 AN	COLLECTORATE, PALAKKAD	Clerk	4990	
Legislature Secretariat	State Subordinate	12/08/2011 FN	31/12/2012 AN	Legislature Secretariat	Assistant	7990	
Legislature Secretariat	State Subordinate	01/01/2013 -	11/08/2013 -	Legislature Secretariat	Assistant	14620	
Legislature Secretariat	State Subordinate	12/08/2013 -	31/12/2013 -	Legislature Secretariat	Assistant - Senior Grade	16180	
Legislature Secretariat	State Subordinate	01/01/2014 FN	30/06/2014 AN	Legislature Secretariat	Assistant - Senior Grade	16180	
Legislature Secretariat	State Subordinate	01/07/2014 FN	31/07/2014 AN	Legislature Secretariat	Assistant - Senior Grade	32300	Pay Fixation
Legislature Secretariat	State Subordinate	01/08/2014 FN	31/07/2015 AN	Legislature Secretariat	Assistant - Senior Grade	33100	Increment
Legislature Secretariat	State Subordinate	01/08/2015 -	31/07/2016 -	Legislature Secretariat	Assistant - Senior Grade	33900	
Legislature Secretariat	State Subordinate	01/08/2016 -	31/07/2017 -	Legislature Secretariat	Assistant - Senior Grade	34800	
Legislature Secretariat	State Subordinate	01/08/2017 -	31/07/2018 -	Legislature Secretariat	Assistant - Senior Grade	35700	
Legislature Secretariat	State Subordinate	01/08/2018 -	30/06/2019 -	Legislature Secretariat	Assistant - Senior Grade	36600	
Legislature Secretariat	State Subordinate	01/07/2019 -	31/07/2019 -	Legislature Secretariat	Assistant - Senior Grade	51400	

Legislature Secretariat	State Subordinate	01/08/2019 -	26/08/2019 -	Legislature Secretariat	Assistant - Senior Grade	52600	Promotion
Legislature Secretariat	State Subordinate	27/08/2019 -	31/07/2020 -	Legislature Secretariat	Assistant Section Officer	55200	
Legislature Secretariat	State Subordinate	01/08/2020 -	31/07/2021 -	Legislature Secretariat	Assistant Section Officer	56500	

Disciplinary Actions												
Ref No	Ref date	Nature of charge	Enquiry officer	File No	Penalty	Penalty remarks	Penalty start date	Penalty order No	Penalty order date	Penalty revoke order date	Revoke order no	Revoke order date

Details of Award Received						
Department	District	Office	Nature Of Award	Purpose	Date Of Award	

Leave On Credit		
As On Date	Leave Type	Days On Credit
01/09/2008	Half Pay Leave	32.22
21/10/2012	Earned Leave	32.00
11/05/2014	Earned Leave	62.00
02/08/2016	Earned Leave	64.00
21/09/2017	Earned Leave	72.00
01/08/2018	Earned Leave	81.00

Leave Aailed					
Leave Type	From Date	To Date	Purpose	Sanction No	Sanction By
Half Pay Leave	01/09/2007	20/09/2007	personal	M3-2007/3494/9	Deputy Collector, (General), Palakkad
Earned Leave	21/09/2007	30/09/2007	personal	M3-2007/3494/9	Deputy Collector, (General), Palakkad
Half Pay Leave	05/09/2008	24/09/2008	personal	M3-2008/465/9	Deputy Collector, (General), Palakkad
Half Pay Leave	11/05/2010	15/05/2010	personal	M3-2010/3828/9	Deputy Collector, (General), Palakkad
Leave Without Allowance without MC (Rule 88)	21/01/2011	31/01/2011	Personal	M3-2010/3828/9	Deputy Collector, (General), Palakkad
Half Pay Leave	12/05/2015	30/05/2015	personal	1	US SERVICES
Half Pay Leave	03/06/2015	30/06/2015	personal	1	US SERVICES

Encashment of Leave During Service				
As on date	No. of days	Amount	Sanction Order No	Sanction Date
18/02/2008	20	4922	M3.2008/1846/9	10/03/2008
22/10/2012	30	19467	1391/2012/leg	14/11/2012
01/05/2014	20	18342	765/2014	13/05/2014
03/08/2016	30	40332	1393/2016	11/08/2016
22/09/2017	20	28732	1550/2017	05/10/2017
07/08/2018	20	29660	1308/2018	08/08/2018

Nominations for PF, Pensionary and other claims					
Benefit Name	Nominee name	Nominee address	Relationship	Invalid on the happening of	Amount Portion
G.P.F	N Prabhakara Panicker	Devi kavuvila Mukkola p o	Father		
Group Insurance	N Prabhakara Panicker	Devi kavuvila SNRA 45 Mukkolakkal p o	Father		
S.L.I	N Prabhakara Panicker	Devi kavuvila SNRA 45 Mukkolakkal p o	Father		

Annual Performance Report submission details			
Period from	Period To	Submitted(Y/ N)	Submitted Date

Annual Property Return submission details			
Period from	Period To	Submitted(Y/ N)	Submitted date

Details of official accommodation availed (Quarters)
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Station	From date	To date	Is Eligible for HRA	Address	Sanction No	Sanction date

Details of disbursement of loans like HBA, MCA, GPF advance etc.						
Loan Item	Instalment No.	Disbursement date	Amount	Order number	Order date	

Details of current Loans/ Advance Recovery									
Loan Item	Loan Acc No	Loan Amount	Instalment Amount	No.of Instalments	Last Instalment No.	Amount already paid	Status	Freeze Recovery	Principal or Interest

Details of benefits like GPF, GI, SLI, FBS, D.C.R.G, Pension etc						
Benefit Type	Identifying No.	Sum Assured	Subscription	Risk Effect From	Maturity Date	

Present Salary Details					
Basic Pay:	57900	Bill type:	ASO	Acquittance Group:	ASSISTANTS A
Last Change Date:	01/08/2021	Next Incr. Date:	01/08/2022		
Credit To Bank:	Y	Bank:		Account No.:	799012600116437

Additional Pay and Allowances		
Description	Amount	W.E.Date

Deductions and Recoveries			
SI No.	Deduction	Amount	Details
1	Excess Pay Drawn(000)	4102	4102
0	State Life Insurance-sub(129)	150	150
1	State Life Insurance-sub(129)	25	25
2	State Life Insurance-sub(129)	225	225
1	Income tax(311)	4000	4000
1	Group Insurance Scheme(324)	800	800
0	GPAI Scheme(375)	500	500
1	GPF - Monthly Sub.(701)	15000	15000
1	Arrear to PF(709)	100011	100011
1	Ocki Relief Fund Contribution	200	200
0	Profession Tax(777)	1250	1250

Government of Kerala
Service and Payroll Administrative Repository for Kerala
Employee Data Sheet

PEN : 122535 **Name :** SMITHA G



Personal Memoranda

Sex :	F	Nationality :	India
Date of birth :	14/03/1980	Date of superannuation :	31/03/2036
Father's Name:	RAMACHANDRAN PILLAI M	Mother's Name:	GEETHA KUMARI AMMA R
Blood group :	AB+	Religion :	Hindu
Caste :	NAIR	Category(SC/ST/OBC/OC/GEN) :	Gen
Ex-service Men(Yes/No):	N	Physically handicapped(Yes/No) :	N
If Yes, Nature of Hanicap:			
PAN Number :	EQVPS7144N	Ration Card No:	1210115817
Voter Id Card No:	MPS1069400	Marital Status :	M
Spouse's Name :	Manoj A	Is Inter Religion / Caste(Yes/No) :	N
Spouse's Religion:	Hindu	Spouse's Caste :	Nair
Is Spouse Employed(Yes/No):	N	Spouse Employed In :	NA
Identification Marks 1 :	A black mole on the left ear		
2 :	A black mole on the chin		
Height(cm) :	155		

Present Service Details

Department :	Legislature Secretariat	Office :	Legislature Secretariat
Section :		Seat No :	
Employment Type :	Regular	Service category :	State Subordinate
Designation :	Assistant Section Officer	SDO Code :	
P F Type :	GPFKERALA	P F Number :	GAE417340
Date of joining in Gov. Service :	30/09/2009	Date of joining in the Department :	14/06/2012

Details of parent department, if currently on deputaion

Parent Department :		Parent Office :	
Designation :		Deputaion w.e.f :	
Deputaion Year :		Deputation Months :	
Order Number :		Order Date :	

Present Address

House No and Name: Palazhi
Street Name : VADAKKUMBHAGAM
Place : CHAVARA SOUTH KOLLAM
Pin : 691584
State : Kerala
District : Kollam
Taluk : Karunagappally
Village : Thekkumbhagam
Phone Number : 04762884466
Home Town : kollam
E-mail Address : accb@niyamasabha.org

Permanent Address

House No and Name: Smitha Nivas
Street Name : MALIBHAGAM
Place : CHAVARA SOUTH KOLLAM
Pin : 691584
State : Kerala
District : Kollam
Taluk : Karunagappally
Village : Chavara
Phone Number : 04762884466
Mobile Number : 8547389782

Recruitment Details

Source:	PSC	Type:	General	Method:	Direct
Adv. memo No.:	RIA(1)8803/10/GW(4)	Adv. Memo Date:	15/05/2012	SI No. in Memo:	1
App. order No:	16544(ACA4)/2011/LEG	App. order Date:	04/06/2012	Entry Category:	State Subordinate
Is Dist. Recruit ?	N	Selected District:			

Police Verification Details

Ref No. :		Ver Report Date:		Police Station:	
Remarks :					

Qualifications

Course Type	Course Name	Subject	University	Institution	Class Obtained	Reg No.	Year Of Pass
Graduation-Science	B Sc	science	University of Kerala				2000
PG Diploma	PGDCA	PGDCA	State Board of Technical Education				2002

Details Of Dependents		
Name	Relationship	Date Of Birth
Manoj A	Husband	25/05/1978

Departmental Tests Passed							
Department	Test Name	Month	Year	Reg No.	Certificate No	Certificate Date	
Legislature Secretariat	Account Test Lower	7	2011	22780	309/13		
Legislature Secretariat	Secretariat Manual	7	2013	104261	12140#1#1		

Details of Training Programs Attended							
Course Title	Sponsored By	Conducted By	City Name	Country	Qualification	Training From	Training To

Previous Qualifying Services				
Office	Post Held	Date From	Date To	Reason For Termination

Details of Declaration of Probation						
Department	District	Office	Designation	With Effect From	Probation Order No	Probation Order Date
Legislature Secretariat	Thiruvananthapuram	Legislature Secretariat	Assistant	28/08/2014	107/2014	29/09/2014

Details of Regularisation						
Department	District	Office	Designation	Date of Entry	Order No	Order Date
Revenue	Malappuram	REVENUE DIVISIONAL OFFICE, PERINTALMANNA	Clerk	30/09/2009	A4-10189/2009	18/02/2010
Legislature Secretariat	Thiruvananthapuram	Legislature Secretariat	Assistant	14/06/2012	12521/Services A2(ACA4)/2012/L	27/02/2013

Service Details							
Department	Category	Date From	Date To	Office	Designation	Basic Pay	Remarks
Revenue	State Subordinate	30/09/2009 FN	31/08/2010 AN	REVENUE DIVISIONAL OFFICE, PERINTALMANNA	Clerk	9940	Pay Fixation
Revenue	State Subordinate	01/09/2010 -	13/06/2012 AN	REVENUE DIVISIONAL OFFICE, PERINTALMANNA	Clerk	10210	
Legislature Secretariat	State Subordinate	14/06/2012 FN	31/05/2013 AN	Legislature Secretariat	Assistant	13900	
Legislature Secretariat	State Subordinate	01/06/2013 FN	30/06/2014 AN	Legislature Secretariat	Assistant	14260	
Legislature Secretariat	State Subordinate	01/07/2014 FN	27/08/2014 AN	Legislature Secretariat	Assistant	28500	Pay Fixation
Legislature Secretariat	State Subordinate	28/08/2014 FN	31/05/2015 AN	Legislature Secretariat	Assistant	29200	Increment
Legislature Secretariat	State Subordinate	01/06/2015 -	03/03/2016 -	Legislature Secretariat	Assistant	29900	
Legislature Secretariat	State Subordinate	04/03/2016 FN	09/06/2016 AN	Legislature Secretariat	Assistant	31500	
Legislature Secretariat	State Subordinate	23/05/2016 FN	09/06/2016 AN	Legislature Secretariat	Assistant	29900	
Legislature Secretariat	State Subordinate	10/06/2016 FN	31/05/2017 AN	Legislature Secretariat	Assistant - Senior Grade	32300	
Legislature Secretariat	State Subordinate	01/06/2017 -	31/05/2018 -	Legislature Secretariat	Assistant - Senior Grade	33100	
Legislature Secretariat	State Subordinate	01/06/2018 -	31/05/2019 -	Legislature Secretariat	Assistant - Senior Grade	33900	
Legislature Secretariat	State Subordinate	01/06/2019 -	30/06/2019 -	Legislature Secretariat	Assistant - Senior Grade	34800	
Legislature Secretariat	State Subordinate	01/07/2019 -	31/05/2020 -	Legislature Secretariat	Assistant - Senior Grade	49000	
Legislature Secretariat	State Subordinate	01/06/2020 -	24/02/2021 -	Legislature Secretariat	Assistant - Senior Grade	50200	promotion

Legislature Secretariat	State Subordinate	25/02/2021 -	31/05/2021 -	Legislature Secretariat	Assistant Section Officer	52600	
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Disciplinary Actions

Ref No	Ref date	Nature of charge	Enquiry officer	File No	Penalty	Penalty remarks	Penalty start date	Penalty order No	Penalty order date	Penalty revoke order date	Revoke order no	Revoke order date

Details of Award Received

Department	District	Office	Nature Of Award	Purpose	Date Of Award

Leave On Credit

As On Date	Leave Type	Days On Credit
06/08/2012	Earned Leave	36.00
04/03/2013	Half Pay Leave	23.00
08/05/2013	Half Pay Leave	30.00
10/07/2013	Earned Leave	30.00
31/03/2014	Earned Leave	41.00
03/08/2015	Earned Leave	54.00
16/08/2016	Earned Leave	56.00
13/09/2017	Earned Leave	37.00

Leave Availed

Leave Type	From Date	To Date	Purpose	Sanction No	Sanction By
Dies-Non	02/03/2012	02/03/2012	strike		
Half Pay Leave	05/03/2013	27/03/2013			
Half Pay Leave	01/04/2013	03/04/2013			
Half Pay Leave	05/04/2013	10/04/2013			
Half Pay Leave	09/05/2013	01/06/2013			
Half Pay Leave	10/03/2015	13/03/2015	personal	1	us
Half Pay Leave	26/10/2015	07/11/2015	personal	1	us
Half Pay Leave	30/05/2017	01/06/2017			
Half Pay Leave	06/06/2017	12/06/2017			
Earned Leave	07/07/2017	24/07/2017		123	us
Leave Without Allowance without MC (Rule 88)	20/08/2017	02/09/2017			
Leave Without Allowance without MC (Rule 88)	03/09/2017	01/11/2017			
Leave Without Allowance without MC (Rule 88)	02/11/2017	16/12/2017			
Leave Without Allowance without MC (Rule 88)	17/12/2017	16/03/2018			us
Maternity Leave	17/03/2018	12/09/2018			
Leave Without Allowance without MC (Rule 88)	13/09/2018	11/11/2018			
Leave Without Allowance without MC (Rule 88)	13/11/2018	12/12/2018			US
Half Pay Leave	05/03/2019	08/03/2019			
Half Pay Leave	22/03/2019	23/03/2019			
Half Pay Leave	30/03/2019	03/04/2019			
Half Pay Leave	14/10/2019	19/10/2019			US
Half Pay Leave	20/11/2019	21/11/2019			US
Half Pay Leave	03/12/2019	09/12/2019			US
Half Pay Leave	12/12/2019	12/12/2019			US
Half Pay Leave	09/01/2020	09/01/2020			

Encashment of Leave During Service

As on date	No. of days	Amount	Sanction Order No	Sanction Date
07/08/2012	30	20322	1050/2012	18/08/2012
11/07/2013	30	22958	911/2013	16/07/2013
01/04/2014	30	24384	570/2014	09/04/2014
04/08/2015	30	29003	1064/2015	10/08/2015
17/08/2016	30	37607	1419/2016	18/08/2016
14/09/2017	30	40134	1550/2017	05/10/2017

Nominations for PF, Pensionary and other claims

Benefit Name	Nominee name	Nominee address	Relationship	Invalid on the happening of	Amount Portion
G.P.F	Manoj A	Manoj Bhavan Vadakkumbhagom Chavara South p o kollam	Husband		full
Group Insurance	Manoj A	Manoj Bhavan Vadakkumbhagom Chavara South p o Kollam	Husband		Full

Annual Performance Report submission details			
Period from	Period To	Submitted(Y/ N)	Submitted Date

Annual Property Return submission details			
Period from	Period To	Submitted(Y/ N)	Submitted date

Details of official accommodation availed (Quarters)						
Station	From date	To date	Is Eligible for HRA	Address	Sanction No	Sanction date

Details of disbursement of loans like HBA, MCA, GPF advance etc.						
Loan Item	Instalment No.	Disbursement date	Amount	Order number	Order date	

Details of current Loans/ Advance Recovery									
Loan Item	Loan Acc No	Loan Amount	Instalment Amount	No.of Instalments	Last Instalment No.	Amount already paid	Status	Freeze Recovery	Principal or Interest

Details of benefits like GPF, GI, SLI, FBS, D.C.R.G, Pension etc						
Benefit Type	Identifying No.	Sum Assured	Subscription	Risk Effect From	Maturity Date	

Present Salary Details					
Basic Pay:	53900	Bill type:	ASO	Acquittance Group:	ASSISTANTS A
Last Change Date:	01/06/2021	Next Incr. Date:	01/06/2022		
Credit To Bank:	Y	Bank:		Account No.:	799012600124244

Additional Pay and Allowances		
Description	Amount	W.E.Date

Deductions and Recoveries			
SINo.	Deduction	Amount	Details
0	Excess Pay Drawn(000)	967	967
5	Excess Pay Drawn(000)	2187	2187
1	State Life Insurance-sub(129)	250	250
11	State Life Insurance-sub(129)	250	250
1	LIC Premium(303)	176	176
2	LIC Premium(303)	557	557
1	Income tax(311)	5000	5000
1	Group Insurance Scheme(324)	800	800
0	GPAI Scheme(375)	500	500
1	CMDRF-Flood Relief	4139	4139
1	GPF - Monthly Sub.(701)	5000	5000
1	Arrear to PF(709)	89023	89023
1	Ocki Relief Fund Contribution	2590	2590
0	Profession Tax(777)	1250	1250

Government of Kerala
Service and Payroll Administrative Repository for Kerala
Employee Data Sheet

PEN : 173916 **Name :** Priyesh A S



Personal Memoranda

Sex :	M	Nationality :	India
Date of birth :	31/05/1980	Date of superannuation :	31/05/2036
Father's Name:	Sukumaran Nair G	Mother's Name:	Anandavally Amma S
Blood group :	O+	Religion :	Hindu
Caste :	Nair	Category(SC/ST/OBC/OC/GEN) :	Gen
Ex-service Men(Yes/No):	N	Physically handicapped(Yes/No) :	N
If Yes, Nature of Hanicap:			
PAN Number :	AHYPA7305F	Ration Card No:	1105172602
Voter Id Card No:	FDQ0999128	Marital Status :	M
Spouse's Name :	Aaranya J S	Is Inter Religion / Caste(Yes/No) :	N
Spouse's Religion:	Hindu	Spouse's Caste :	Nair
Is Spouse Employed(Yes/No):	N	Spouse Employed In :	NA
Identification Marks 1 :	A black mole on the left arm		
2 :	A black mole on the right foot		
Height(cm) :	165		

Present Service Details

Department :	Legislature Secretariat	Office :	Legislature Secretariat
Section :		Seat No :	
Employment Type :	Regular	Service category :	State Subordinate
Designation :	Assistant Section Officer	SDO Code :	
P F Type :	GPFKERALA	P F Number :	EDN346820
Date of joining in Gov. Service :	28/09/2006	Date of joining in the Department :	03/02/2012

Details of parent department, if currently on deputaion

Parent Department :		Parent Office :	
Designation :		Deputaion w.e.f :	
Deputaion Year :		Deputation Months :	
Order Number :		Order Date :	

Present Address

House No and Name: Akkayil Veedu
Street Name : Meenankal P O
Place : Aryanad
Pin : 695542
State : Kerala
District : Thiruvananthapuram
Taluk : Nedumangad
Village : Vithura
Phone Number : 04722892724
Home Town : Trivandrum
E-mail Address : priyeshas1@gmail.com

Permanent Address

House No and Name: Akkayil Veedu
Street Name : Meenankal P O
Place : Aryanad
Pin : 695542
State : Kerala
District : Thiruvananthapuram
Taluk : Nedumangad
Village : Vithura
Phone Number : 04722892724
Mobile Number : 9496303101

Recruitment Details

Source:	PSC	Type:	General	Method:	Direct
Adv. memo No.:	RIA(1)8803/10/GW(3)	Adv. Memo Date:	06/01/2012	SI No. in Memo:	1
App. order No:	17248/ACA4/2011/Leg	App. order Date:	30/01/2012	Entry Category:	State Subordinate
Is Dist. Recruit ?	N	Selected District:			

Police Verification Details

Ref No. :		Ver Report Date:		Police Station:	
Remarks :					

Qualifications							
Course Type	Course Name	Subject	University	Institution	Class Obtained	Reg No.	Year Of Pass
Graduation-Arts	BA	English	Kerala		Passed	266191	2000
Graduation-Education	BEd	English	Kerala		Passed	6606	2001
Post Graduation-Arts	MA	English	Kerala		Passed	A3-45577345	2004
Matriculation	SSLC	General	Board of Public Examination		Passed	74333	1995
SET	SET	Nil	Director of Higher Secondary Education		Passed	71070222	2005

Details Of Dependents		
Name	Relationship	Date Of Birth
Aaranya J S	Wife	25/12/1986
Anandavally Amma S	Mother	
Devapriya A P	Daughter	19/01/2012
Haridev P	son	23/04/2014
Sukumaran Nair G	Father	

Departmental Tests Passed							
Department	Test Name	Month	Year	Reg No.	Certificate No	Certificate Date	
Legislature Secretariat	Account Test Higher	1	2013	4263	15150/13		
Legislature Secretariat	Secretariat Manual	7	2012	103427	10825#1#1		

Details of Training Programs Attended							
Course Title	Sponsored By	Conducted By	City Name	Country	Qualification	Training From	Training To

Previous Qualifying Services				
Office	Post Held	Date From	Date To	Reason For Termination

Details of Declaration of Probation						
Department	District	Office	Designation	With Effect From	Probation Order No	Probation Order Date
Education (General)	Thiruvananthapuram	GOVT. GIRLS HS NEDUMANGAD	High School Assistant English	28/09/2008	A1/B726/2009/Kdis	19/06/2009
Legislature Secretariat	Thiruvananthapuram	Legislature Secretariat	Assistant	13/02/2014	12425/SA2/2014	29/03/2014

Details of Regularisation						
Department	District	Office	Designation	Date of Entry	Order No	Order Date
Education (General)	Thiruvananthapuram	GOVT TRIBAL HIGH SCHOOL, MEENANKAL	High School Assistant	28/09/2006	A(1)/32996/02	16/01/2007
Legislature Secretariat	Thiruvananthapuram	Legislature Secretariat	Assistant	03/02/2012	12521/Services A2(ACA4)/2012/L	27/02/2013

Service Details							
Department	Category	Date From	Date To	Office	Designation	Basic Pay	Remarks
Education (General)	State Subordinate	28/09/2006 FN	25/04/2007 AN	GOVT. HIGH SCHOOL VITHURA	High School Assistant	8390	Appointed as HSA (English) wef 28/9/06FN in the Scale of Rs. 8390-13270
Education (General)	State Subordinate	26/04/2007 FN	31/08/2007 AN	GOVT TRIBAL HIGH SCHOOL, MEENANKAL	High School Assistant	8390	
Education (General)	State Subordinate	01/09/2007 FN	04/06/2008 AN	GOVT TRIBAL HIGH SCHOOL, MEENANKAL	High School Assistant	8590	increment HM
Education (General)	State Subordinate	05/06/2008 FN	27/09/2008 AN	GOVT. GIRLS HS NEDUMANGAD	High School Assistant	8590	increment HM
Education (General)	State Subordinate	28/09/2008 FN	31/08/2009 AN	GOVT. GIRLS HS NEDUMANGAD	High School Assistant	8790	probation-increment HM
Education (General)	State Subordinate	01/09/2009 FN	31/08/2010 AN	GOVT. GIRLS HS NEDUMANGAD	High School Assistant	16180	Pay Revision
Education (General)	State Subordinate	01/09/2010 FN	31/08/2011 AN	GOVT. GIRLS HS NEDUMANGAD	High School Assistant	16580	Pay Revision
Education (General)	State Subordinate	01/09/2011 FN	01/02/2012 AN	GOVT. GIRLS HS NEDUMANGAD	High School Assistant English	16980	
Education (General)	State Subordinate	02/02/2012 FN	02/02/2012 AN	TRANSIT	High School Assistant English	16980	

Legislature Secretariat	State Subordinate	03/02/2012 -	31/01/2013 -	Legislature Secretariat	Assistant	13900	
Legislature Secretariat	State Subordinate	01/02/2013 FN	30/06/2014 AN	Legislature Secretariat	Assistant - Senior Grade	16180	
Legislature Secretariat	State Subordinate	01/07/2014 FN	31/03/2015 AN	Legislature Secretariat	Assistant - Senior Grade	32300	Pay Fixation
Legislature Secretariat	State Subordinate	01/04/2015 -	31/03/2016 -	Legislature Secretariat	Assistant - Senior Grade	33100	
Legislature Secretariat	State Subordinate	01/04/2016 -	31/03/2017 -	Legislature Secretariat	Assistant - Senior Grade	33900	
Legislature Secretariat	State Subordinate	01/04/2017 -	31/03/2018 -	Legislature Secretariat	Assistant - Senior Grade	34800	
Legislature Secretariat	State Subordinate	01/04/2018 -	31/03/2019 -	Legislature Secretariat	Assistant - Senior Grade	35700	
Legislature Secretariat	State Subordinate	01/04/2019 -	30/06/2019 -	Legislature Secretariat	Assistant - Senior Grade	36600	
Legislature Secretariat	State Subordinate	01/07/2019 -	31/03/2020 -	Legislature Secretariat	Assistant - Senior Grade	51400	
Legislature Secretariat	State Subordinate	01/04/2020 -	31/03/2021 -	Legislature Secretariat	Assistant Section Officer	55200	

Disciplinary Actions

Ref No	Ref date	Nature of charge	Enquiry officer	File No	Penalty	Penalty remarks	Penalty start date	Penalty order No	Penalty order date	Penalty revoke order date	Revoke order no	Revoke order date

Details of Award Received

Department	District	Office	Nature Of Award	Purpose	Date Of Award

Leave On Credit

As On Date	Leave Type	Days On Credit
15/08/2013	Earned Leave	71.00
07/08/2014	Earned Leave	73.00
31/03/2015	Earned Leave	64.00
01/05/2016	Earned Leave	69.00
11/04/2017	Earned Leave	47.00
04/05/2018	Earned Leave	74.00
08/05/2019	Earned Leave	78.00

Leave Availed

Leave Type	From Date	To Date	Purpose	Sanction No	Sanction By
Dies-Non	08/01/2013	10/01/2013	Dies-non		

Encashment of Leave During Service

As on date	No. of days	Amount	Sanction Order No	Sanction Date
16/08/2013	30	22958	1723/2013	27/08/2013
08/08/2014	30	26433	1220/2014	14/08/2014
01/04/2015	30	30984	446/2015	10/04/2015
02/05/2016	30	39351	722/2016	12/05/2016
12/04/2017	30	41376	636/2017/Nise	17/04/2017
05/05/2018	30	43098	739/2018	07/05/2018
08/05/2019	30	46320	700/2019	16/05/2019
10/12/2020	30	49800	1202/2020/leg	17/12/2020

Nominations for PF, Pensionary and other claims

Benefit Name	Nominee name	Nominee address	Relationship	Invalid on the happening of	Amount Portion
G.P.F	Anandavally Amma S	Akkayil Veedu, Meenanakal P O , TVM	Mother	Fresh Nomination	Full
G.P.F	Sukumaran Nair G	Akkayil Veedu, Meenanakal P O , TVM	Father	Fresh Nomination	Full
Group Insurance	Anandavally Amma S	Akkayil House Meenankal P O Tvm	Mother		half
Group Insurance	Sukumaran Nair G	Akkayil House Meenankal P O Tvm	Father		half

Annual Performance Report submission details

Period from	Period To	Submitted(Y/ N)	Submitted Date
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Annual Property Return submission details			
Period from	Period To	Submitted(Y/ N)	Submitted date

Details of official accommodation availed (Quarters)						
Station	From date	To date	Is Eligible for HRA	Address	Sanction No	Sanction date

Details of disbursement of loans like HBA, MCA, GPF advance etc.						
Loan Item	Instalment No.	Disbursement date	Amount	Order number	Order date	

Details of current Loans/ Advance Recovery									
Loan Item	Loan Acc No	Loan Amount	Instalment Amount	No.of Instalments	Last Instalment No.	Amount already paid	Status	Freeze Recovery	Principal or Interest

Details of benefits like GPF, GI, SLI, FBS, D.C.R.G, Pension etc						
Benefit Type	Identifying No.	Sum Assured	Subscription	Risk Effect From	Maturity Date	
G.P.F	EDN 346820		1000		31/05/2035	

Present Salary Details					
Basic Pay:	56500	Bill type:	ASO	Acquittance Group:	ASSISTANTS A
Last Change Date:	01/04/2021	Next Incr. Date:	01/04/2022		
Credit To Bank:	Y	Bank:		Account No.:	799012600148133

Additional Pay and Allowances		
Description	Amount	W.E.Date

Deductions and Recoveries			
SINo.	Deduction	Amount	Details
0	Excess Pay Drawn(000)	1064	1064
0	State Life Insurance-sub(129)	500	500
1	State Life Insurance-sub(129)	1000	1000
0	LIC Premium(303)	395	395
1	LIC Premium(303)	517	517
1	Income tax(311)	6000	6000
1	Group Insurance Scheme(324)	800	800
0	GPAI Scheme(375)	500	500
1	CMDRF-Flood Relief	2600	2600
3	GPF - Monthly Sub.(701)	5000	5000
1	Arrear to PF(709)	104190	104190
1	Ocki Relief Fund Contribution	1000	1000
0	Profession Tax(777)	1250	1250

Government of Kerala
Service and Payroll Administrative Repository for Kerala
Employee Data Sheet

PEN :	176262	Name :	Chacko T C	<i>Specimen Signature</i>	<i>Photo</i>
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Personal Memoranda

Sex :	M	Nationality :	India
Date of birth :	19/06/1955	Date of superannuation :	30/06/2010
Father's Name:	Chacko	Mother's Name:	
Blood group :		Religion :	Christian
Caste :	Converted From Scheduled Caste	Category(SC/ST/OBC/OC/GEN) :	OBC
Ex-service Men(Yes/No):	N	Physically handicapped(Yes/No) :	N
If Yes, Nature of Hanicap:			
PAN Number :		Ration Card No:	
Voter Id Card No:		Marital Status :	M
Spouse's Name :	Josephina P Moses	Is Inter Religion / Caste(Yes/No) :	
Spouse's Religion:		Spouse's Caste :	
Is Spouse Employed(Yes/No):		Spouse Employed In :	
Identification Marks 1 :	A small black mole on the chest		
2 :	A black mole on the left cheek		
Height(cm) :	147		

Present Service Details

Department :	Legislature Secretariat	Office :	Legislature Secretariat
Section :		Seat No :	
Employment Type :	Regular	Service category :	State Subordinate
Designation :	Assistant Section Officer	SDO Code :	
P F Type :	GPFKERALA	P F Number :	P&L1074
Date of joining in Gov. Service :	27/09/1993	Date of joining in the Department :	10/02/1994

Details of parent department, if currently on deputaion

Parent Department :		Parent Office :	
Designation :		Deputaion w.e.f :	
Deputaion Year :		Deputation Months :	
Order Number :		Order Date :	

Present Address	Permanent Address
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House No and Name:	Thoombanal Orathu House	House No and Name:	Thoombanal Orathu House
Street Name :	Manjoor P O	Street Name :	Manjoor P O
Place :	Kottayam	Place :	Kottayam
Pin :	686603	Pin :	686603
State :	Kerala	State :	Kerala
District :	Kottayam	District :	Kottayam
Taluk :		Taluk :	
Village :		Village :	
Phone Number :		Phone Number :	
Home Town :		Mobile Number :	
E-mail Address :			

Recruitment Details

Source:	PSC	Type:	General	Method:	Direct
Adv. memo No.:	LF5/Estt/93(9)	Adv. Memo Date:	20/09/1993	SI No. in Memo:	0
App. order No:	RIA(1)23621/91/CWdt2/8/93,GO(MS)NO90/94/LEG	App. order Date:	02/02/1994	Entry Category:	State Subordinate
Is Dist. Recruit ?	Y	Selected District:			

Police Verification Details

Ref No. :		Ver Report Date:		Police Station:	
Remarks :					

Qualifications

Course Type	Course Name	Subject	University	Institution	Class Obtained	Reg No.	Year Of Pass
Graduation-Arts	B A	Arts	Kerala		Passed	20660	1980

Details Of Dependents		
Name	Relationship	Date Of Birth
Josephina P Moses	Wife	
Neethu Joy	Daughter	

Departmental Tests Passed						
Department	Test Name	Month	Year	Reg No.	Certificate No	Certificate Date
Legislature Secretariat	Account Test Lower	12	1997	12947	12516/98	10/09/1998
Legislature Secretariat	Secretariat Manual	12	1995	551/95	454/98	10/03/1998

Details of Training Programs Attended							
Course Title	Sponsored By	Conducted By	City Name	Country	Qualification	Training From	Training To

Previous Qualifying Services				
Office	Post Held	Date From	Date To	Reason For Termination
Local Fund Account Cannanore	Auditor Gr II	27/09/1993	09/02/1994	09/02/1994

Details of Declaration of Probation						
Department	District	Office	Designation	With Effect From	Probation Order No	Probation Order Date
Legislature Secretariat	Thiruvananthapuram	Legislature Secretariat	Assistant Grade-II	17/02/1996	12293/Ac.A1/97/Leg	24/09/1997

Details of Regularisation						
Department	District	Office	Designation	Date of Entry	Order No	Order Date
Legislature Secretariat	Thiruvananthapuram	Legislature Secretariat	Assistant Grade-II	10/02/1994	11284/Ac.A4/93/Leg(2)	12/12/1994

Service Details							
Department	Category	Date From	Date To	Office	Designation	Basic Pay	Remarks
Legislature Secretariat	State Subordinate	10/02/1994 FN	31/08/1994 AN	Legislature Secretariat	Assistant Grade-II	1200	Joined duty on 10/2/1994.
Legislature Secretariat	State Subordinate	01/09/1994 FN	31/08/1995 AN	Legislature Secretariat	Assistant Grade-II	1230	NI wef 1/9/1995
Legislature Secretariat	State Subordinate	01/09/1995 FN	31/08/1996 AN	Legislature Secretariat	Assistant Grade-II	1260	Relvd of his duties frm this sectt to take up appmnt as LDC in the KSDC for Christian converts from Scs and other recommended communitis Ltd KTM on deputn basis as Go(Rt)91/96/SC STDD dt24/2/96 for 1yr
Legislature Secretariat	State Subordinate	01/09/1996 FN	11/07/1997 AN	Legislature Secretariat	Assistant Grade-II	1320	Promoted as Asst Gr I wef 7/1/1998 O/o NO 5626/Ac.A4/97/ Leg dt7/10/98.
Legislature Secretariat	State Subordinate	12/07/1997 FN	31/08/1997 AN	Legislature Secretariat	Assistant Grade-I	4600	Promoted as Asst Gr I wef 7/1/1998 O/o NO 5626/Ac.A4/97/ Leg dt7/10/98.Pay revised as per Go(P)3000/98/F in dt 25/11/98 wef 12/7/97
Legislature Secretariat	State Subordinate	01/09/1997 FN	31/08/1998 AN	Legislature Secretariat	Assistant Grade-I	4700	NI wef 1/9/1998
Legislature Secretariat	State Subordinate	01/09/1998 FN	31/08/1999 AN	Legislature Secretariat	Assistant Grade-I	4800	NI wef 1/9/1999
Legislature Secretariat	State Subordinate	01/09/1999 FN	31/08/2000 AN	Legislature Secretariat	Assistant Grade-I	4900	NI wef 1/9/2000
Legislature Secretariat	State Subordinate	01/09/2000 FN	18/02/2001 AN	Legislature Secretariat	Assistant Grade-I	5000	Rejoined after deputation on 19/2/2001 as O/o10172/Ac.A 4/95/leg dt22/2/2001.

Legislature Secretariat	State Subordinate	19/02/2001 FN	28/02/2001 AN	Legislature Secretariat	Assistant Grade-I	5000	Promoted as Senior Grade Asst as per O/o No7840/Ac.A4/2000/Leg dt 21/3/2001
Legislature Secretariat	State Subordinate	01/03/2001 FN	18/03/2001 AN	Legislature Secretariat	Assistant - Senior Grade	5500	Promoted as Senior Grade Asst wef 1/3/01.Relvd of his duties frm this sectt to take up appmnt as UDC in the KSDC for Christian converts from Scs and other recommended Comunits Ltd KTM on deputn basis
Legislature Secretariat	State Subordinate	19/03/2001 FN	17/05/2001 AN	Legislature Secretariat	Assistant - Senior Grade	5500	Reverted as Asst Grade I wef 18/5/2001as per O/o no 7840/Ac.A4/2000/Leg(1)dt15/9/2001.
Legislature Secretariat	State Subordinate	18/05/2001 FN	13/06/2001 AN	Legislature Secretariat	Assistant - Senior Grade	5000	Promoted as Senior Grade Asst wef 14/6/01 as per o/o7840/Ac.A4/2000/leg(2) dt15/9/01.
Legislature Secretariat	State Subordinate	15/06/2001 FN	28/02/2002 AN	Legislature Secretariat	Assistant - Senior Grade	5500	Promoted as Senior Grade Asst wef 14/6/01 as per o/o7840/Ac.A4/2000/leg(2) dt15/9/01.NI wef 1/3/2002
Legislature Secretariat	State Subordinate	01/03/2002 FN	28/02/2003 AN	Legislature Secretariat	Assistant - Senior Grade	5650	NI wef 1/3/2003.
Legislature Secretariat	State Subordinate	01/03/2003 FN	28/02/2004 AN	Legislature Secretariat	Assistant - Senior Grade	5800	NI wef 1/3/2004.
Legislature Secretariat	State Subordinate	01/03/2004 FN	28/03/2004 AN	Legislature Secretariat	Assistant - Senior Grade	5950	Rejoined duty after deputation wef 29/3/04 as per O/o No 6800/Ac.a4/2001/Leg dt 31/3/2004.
Legislature Secretariat	State Subordinate	29/03/2004 FN	16/06/2004 AN	Legislature Secretariat	Assistant - Senior Grade	5950	Relieved from the duties from this sectt wef 16/6/2004 AN to take up Appointment as PA to Stephen george MLA as per O/o No 9606/AC.A4/2001/Leg dt18/6/2004
Legislature Secretariat	State Subordinate	17/06/2004 FN	01/11/2004 AN	Legislature Secretariat	Assistant - Senior Grade	5950	Pay revised as per Go(P)145/06/Fi n dt 25/3/2006.Promoted as senior grade Asst wef 2/11/04 as per O/o8726/Ac.A4/2004/leg dt 4/1/2005
Legislature Secretariat	State Subordinate	02/11/2004 FN	09/11/2004 AN	Legislature Secretariat	Assistant Section Officer	11070	Pay revised as per GO(P)145/06/Fi n dt25/3/2006 wef 2/11/04.Reverte d as Sr Gr Asst wef 10/11/2004

Legislature Secretariat	State Subordinate	10/11/2004 FN	02/02/2005 AN	Legislature Secretariat	Assistant - Senior Grade	10310	Promoted as selection Grd Asst wef 3/2/2005.
Legislature Secretariat	State Subordinate	03/02/2005 FN	29/04/2005 AN	Legislature Secretariat	Assistant Section Officer	11070	Admitted to duty in the Legislature Sett wef 30/4/2005 AN On Reversion From Deputataion as Personal Asst to Sri.Stephen george MLA O/o NO 10166/Ac.A4/20 04/Leg dt 6/5/2005.NI wef 1/1/2006
Legislature Secretariat	State Subordinate	30/04/2005 AN	31/12/2005 AN	Legislature Secretariat	Assistant Section Officer	11070	NI wef 1/1/2006
Legislature Secretariat	State Subordinate	01/01/2006 AN	31/12/2006 AN	Legislature Secretariat	Assistant Section Officer	11350	NI wef 1/1/2007

Disciplinary Actions

Ref No	Ref date	Nature of charge	Enquiry officer	File No	Penalty	Penalty remarks	Penalty start date	Penalty order No	Penalty order date	Penalty revoke order date	Revoke order no	Revoke order date

Details of Award Received

Department	District	Office	Nature Of Award	Purpose	Date Of Award

Leave On Credit

As On Date	Leave Type	Days On Credit

Leave Aailed

Leave Type	From Date	To Date	Purpose	Sanction No	Sanction By
Earned Leave	08/06/1994	09/06/1994			
Earned Leave	16/06/1994	17/06/1994			
Earned Leave	25/11/1994	26/11/1994			
Earned Leave	24/12/1997	25/12/1997			
Commuted Leave	17/06/1998	20/06/1998			
Commuted Leave	17/09/1998	19/09/1998			
Earned Leave	03/10/1998	03/10/1998			
Earned Leave	16/10/1998	17/10/1998			
Commuted Leave	19/11/1998	20/11/1998			
Commuted Leave	26/11/1998	26/11/1998			
Commuted Leave	09/12/1998	10/12/1998			
Commuted Leave	11/12/1998	11/12/1998			
Commuted Leave	06/04/1999	07/04/1999			
Commuted Leave	22/04/1999	23/04/1999			
Commuted Leave	06/12/1999	06/12/1999			
Commuted Leave	27/09/2000	27/09/2000			
Commuted Leave	04/10/2000	04/10/2000			
Commuted Leave	01/11/2000	01/11/2000			
Commuted Leave	02/03/2001	03/03/2001			
Commuted Leave	28/08/2002	29/09/2002			
Commuted Leave	26/10/2002	28/10/2002			
Commuted Leave	25/11/2002	26/11/2002			
Commuted Leave	04/07/2003	08/07/2003			
Commuted Leave	24/07/2003	25/07/2003			
Commuted Leave	04/08/2003	04/08/2003			
Commuted Leave	08/08/2003	08/08/2003			
Commuted Leave	23/12/2003	27/12/2003			
Commuted Leave	24/04/2004	28/04/2004			
Commuted Leave	26/05/2004	27/05/2004			
Commuted Leave	03/06/2004	08/06/2004			
Commuted Leave	06/06/2005	07/06/2005			
Commuted Leave	22/06/2005	24/06/2005			
Commuted Leave	09/08/2005	12/08/2005			

Commuted Leave	12/09/2005	13/09/2005			
Commuted Leave	03/10/2005	04/10/2005			
Commuted Leave	05/11/2005	05/11/2005			
Commuted Leave	29/11/2005	03/12/2005			
Commuted Leave	21/12/2005	24/12/2005			
Commuted Leave	03/01/2006	04/01/2006			
Commuted Leave	29/03/2006	30/03/2006			
Commuted Leave	05/05/2006	06/05/2006			
Commuted Leave	11/05/2006	12/05/2006			
Commuted Leave	22/05/2006	22/05/2006			
Commuted Leave	30/05/2006	31/05/2006			
Commuted Leave	12/10/2006	13/10/2006			
Commuted Leave	02/12/2006	07/12/2006			
Commuted Leave	13/12/2006	14/12/2006			
Commuted Leave	28/12/2006	30/12/2006			
Commuted Leave	17/05/2007	19/05/2007			

Encashment of Leave During Service				
As on date	No. of days	Amount	Sanction Order No	Sanction Date
06/03/1995	15	0		
07/01/1996	15	0		
09/10/1996	15	0		
03/04/1997	15	0		
01/04/1998	15	0		
01/04/1999	20	0		
01/04/2000	20	0		
01/04/2003	10	0		
01/05/2004	10	0		
16/07/2004	10	0		
01/04/2005	20	0		
04/05/2006	30	0		
11/04/2007	30	0		

Nominations for PF, Pensionary and other claims					
Benefit Name	Nominee name	Nominee address	Relationship	Invalid on the happening of	Amount Portion
G.P.F	Josephina P Mosess	Thoombanal Orathu house,Manjoor P O,Kottayam	Wife		Full
Group Insurance	Josephina P Mosess	Thoombanal Orathu house,Manjoor P O,Kottayam	Wife		Full
S.L.I	Josephina P Mosess	Thoombanal Orathu house,Manjoor P O,Kottayam	Wife		Full

Annual Performance Report submission details			
Period from	Period To	Submitted(Y/ N)	Submitted Date

Annual Property Return submission details			
Period from	Period To	Submitted(Y/ N)	Submitted date

Details of official accommodation availed (Quarters)						
Station	From date	To date	Is Eligible for HRA	Address	Sanction No	Sanction date

Details of disbursement of loans like HBA, MCA, GPF advance etc.					
Loan Item	Instalment No.	Disbursement date	Amount	Order number	Order date

Details of current Loans/ Advance Recovery									
Loan Item	Loan Acc No	Loan Amount	Instalment Amount	No.of Instalments	Last Instalment No.	Amount already paid	Status	Freeze Recovery	Principal or Interest

Details of benefits like GPF, GI, SLI, FBS, D.C.R.G, Pension etc									

Benefit Type	Identifying No.	Sum Assured	Subscription	Risk Effect From	Maturity Date
G.P.F	P&L1074		150		
S.L.I	729600770		40		
S.L.I	KSID/LI729401400		40		
L.I.C.	392231685		0		
L.I.C.	392272223		0		

Present Salary Details					
Basic Pay:	11630	Bill type:		Acquittance Group:	
Last Change Date:	01/01/2007	Next Incr. Date:	01/01/2008		
Credit To Bank:	N	Bank:		Account No.:	

Additional Pay and Allowances		
Description	Amount	W.E.Date

Deductions and Recoveries			
SINo.	Deduction	Amount	Details

Government of Kerala
Service and Payroll Administrative Repository for Kerala
Employee Data Sheet

PEN :	176263	Name :	Abdul Jabar P
		<i>Specimen Signature</i>	<i>Photo</i>

Personal Memoranda

Sex :	M	Nationality :	India
Date of birth :	05/11/1952	Date of superannuation :	30/11/2007
Father's Name:		Mother's Name:	
Blood group :		Religion :	Islam
Caste :	Muslim	Category(SC/ST/OBC/OC/GEN) :	OBC
Ex-service Men(Yes/No):	N	Physically handicapped(Yes/No) :	N
If Yes, Nature of Hanicap:			
PAN Number :		Ration Card No:	
Voter Id Card No:		Marital Status :	M
Spouse's Name :	Beema P	Is Inter Religion / Caste(Yes/No) :	
Spouse's Religion:		Spouse's Caste :	
Is Spouse Employed(Yes/No):		Spouse Employed In :	
Identification Marks 1 :	A round scar on the right ankle		
2 :	A round scar 12cms above the left knee		
Height(cm) :	0		

Present Service Details

Department :	Legislature Secretariat	Office :	Legislature Secretariat
Section :		Seat No :	
Employment Type :	Regular	Service category :	State Subordinate
Designation :	Assistant Section Officer	SDO Code :	
P F Type :	GPFKERALA	P F Number :	P&L686
Date of joining in Gov. Service :	21/02/1980	Date of joining in the Department :	01/06/1981

Details of parent department, if currently on deputaion

Parent Department :		Parent Office :	
Designation :		Deputaion w.e.f :	
Deputaion Year :		Deputation Months :	
Order Number :		Order Date :	

Present AddressPermanent Address

House No and Name:	Varuvilakathu Veedu	House No and Name:	Varuvilakathu Veedu
Street Name :	Kattakkada P O	Street Name :	Kattakkada P O
Place :		Place :	
Pin :		Pin :	
State :	Kerala	State :	Kerala
District :		District :	
Taluk :		Taluk :	
Village :		Village :	
Phone Number :		Phone Number :	
Home Town :		Mobile Number :	
E-mail Address :			

Recruitment Details

Source:	PSC	Type:	General	Method:	Direct
Adv. memo No.:	DTA(3)1226/78	Adv. Memo Date:	08/01/1980	SI No. in Memo:	0
App. order No:	GRII(4)32202/80/GWdt28/4/81,3700/LA12/81	App. order Date:	11/05/1981	Entry Category:	State Subordinate
Is Dist. Recruit ?	Y	Selected District:	Thiruvananthapuram		

Police Verification Details

Ref No. :		Ver Report Date:		Police Station:	
Remarks :					

Qualifications

Course Type	Course Name	Subject	University	Institution	Class Obtained	Reg No.	Year Of Pass
Graduation-Arts	BA	Arts			Passed	188	1975
Matriculation	SSLC	General			Passed		0

Details Of Dependents		
Name	Relationship	Date Of Birth

Departmental Tests Passed						
Department	Test Name	Month	Year	Reg No.	Certificate No	Certificate Date
Legislature Secretariat	Account Test Higher	2	1982	3804	4454/83	03/06/1983
Legislature Secretariat	Account Test Lower	2	1983	3804	4453/83	03/06/1983
Legislature Secretariat	Secretariat Manual	8	1982	3308	4455/83	03/06/1983

Details of Training Programs Attended							
Course Title	Sponsored By	Conducted By	City Name	Country	Qualification	Training From	Training To

Previous Qualifying Services				
Office	Post Held	Date From	Date To	Reason For Termination

Details of Declaration of Probation						
Department	District	Office	Designation	With Effect From	Probation Order No	Probation Order Date
Legislature Secretariat	Thiruvananthapuram	Legislature Secretariat	Assistant Grade-II	15/06/1983	O/o204/LA80/83	11/01/1983

Details of Regularisation						
Department	District	Office	Designation	Date of Entry	Order No	Order Date
Legislature Secretariat	Thiruvananthapuram	Legislature Secretariat	Assistant Grade-II	01/06/1981	O/o NO204/LA80/83	11/01/1983

Service Details							
Department	Category	Date From	Date To	Office	Designation	Basic Pay	Remarks
Legislature Secretariat	State Subordinate	01/06/1981 FN	31/05/1982 AN	Legislature Secretariat	Assistant Grade-II	350	Joined duty on 1/6/1981.NI 1/6/1982.
Legislature Secretariat	State Subordinate	01/06/1982 FN	17/12/1982 AN	Legislature Secretariat	Assistant Grade-II	360	Promoted as Asst Gr I as per O/o No5234/LA.80/ 84 dt 5/4/84.
Legislature Secretariat	State Subordinate	18/12/1982 FN	30/04/1984 AN	Legislature Secretariat	Assistant Grade-I	420	NI wef 1/5/84
Legislature Secretariat	State Subordinate	01/05/1984 FN	30/04/1985 AN	Legislature Secretariat	Assistant Grade-I	433	NI wef 1/5/1985
Legislature Secretariat	State Subordinate	01/05/1985 FN	19/05/1985 AN	Legislature Secretariat	Assistant Grade-I	446	LWA frm20/5/85-24/5/88 to leave India for Saudi Arabia as per GO(MS)NO113 9/LA11/85 dt18/5/1985
Legislature Secretariat	State Subordinate	25/05/1988 FN	30/06/1988 AN	Legislature Secretariat	Assistant Grade-I	860	Rejoined duty wef 25/5/88FN canceling of the unavailed portion of the LWA for 5yrs wef20/5/85FN sanctioned as per GO(MS)NO113 9/LA11/85 dt18/5/85.Prom oted as per O/o NO4621/AC.A4/ 88/Leg dt24/6/88.
Legislature Secretariat	State Subordinate	27/05/1988 FN	12/01/1989 AN	Legislature Secretariat	Assistant - Senior Grade	975	Reverted as Grade I as per O/o NO4621/AC.A4/ 87/Leg dt9/3/89.
Legislature Secretariat	State Subordinate	01/07/1988 FN	12/01/1989 AN	Legislature Secretariat	Assistant Grade-I	1290	Pay revised as per GO(P)480/89/FI n dt1/11/89 wef 1/7/88

Legislature Secretariat	State Subordinate	13/01/1989 FN	30/04/1989 AN	Legislature Secretariat	Assistant Grade-I	1160	Reverted as Grade I as per O/o NO4621/AC.A4/87/Leg dt9/3/89.NI wef 1/5/89
Legislature Secretariat	State Subordinate	01/05/1989 FN	30/06/1989 AN	Legislature Secretariat	Assistant Grade-I	1190	Promoted as Senior Grade Asistant as per O/o NO4621/Ac.A4/87/Leg dt12/7/89.
Legislature Secretariat	State Subordinate	01/07/1989 FN	31/10/1989 AN	Legislature Secretariat	Assistant - Senior Grade	1290	Promoted as Senior Grade Asistant as per O/o NO4621/Ac.A4/87/Leg dt12/7/89.NI wef 1/11/89
Legislature Secretariat	State Subordinate	01/11/1989 FN	30/11/1990 AN	Legislature Secretariat	Assistant - Senior Grade	1290	NI wef 1/12/1990
Legislature Secretariat	State Subordinate	01/12/1990 FN	30/11/1991 AN	Legislature Secretariat	Assistant - Senior Grade	1330	NI wef 1/12/1991
Legislature Secretariat	State Subordinate	01/12/1991 FN	28/02/1992 AN	Legislature Secretariat	Assistant - Senior Grade	1410	Pay revised as per GO(P)600/93/Fin dt25/9/93.Promoted as Selection grade Asst as per O/o NO 6552/Ac.A4/96/leg(1) dt20/5/96 wef 1/3/1992
Legislature Secretariat	State Subordinate	01/03/1992 FN	14/07/1992 AN	Legislature Secretariat	Assistant Section Officer	1760	Pay revised as per GO(P)600/93/Fin dt25/9/93 wef 1/3/92.LWA for 5yrs from 15/7/92FN for seeking emplymt in dubai as per GO(MS)763/92/Leg dt8/7/92 &GO(MS)882/92/Leg dt4/8/92.

Disciplinary Actions

Ref No	Ref date	Nature of charge	Enquiry officer	File No	Penalty	Penalty remarks	Penalty start date	Penalty order No	Penalty order date	Penalty revoke order date	Revoke order no	Revoke order date

Details of Award Received

Department	District	Office	Nature Of Award	Purpose	Date Of Award

Leave On Credit

As On Date	Leave Type	Days On Credit

Leave Availed

Leave Type	From Date	To Date	Purpose	Sanction No	Sanction By
Half Pay Leave	23/02/1982	27/02/1982			
Earned Leave	26/03/1982	27/03/1982			
Earned Leave	17/06/1982	18/06/1982			
Commuted Leave	30/09/1983	01/10/1983			
Commuted Leave	30/01/1984	07/02/1984			
Leave Without Allowance without MC (Rule 88)	20/05/1985	24/05/1988			
Commuted Leave	17/11/1988	22/11/1988			
Commuted Leave	25/07/1989	03/08/1989			
Commuted Leave	13/12/1989	16/12/1989			

Commuted Leave	14/05/1990	02/06/1990			
Leave Without Allowance without MC (Rule 88)	15/07/1992	15/03/2007			

Encashment of Leave During Service				
As on date	No. of days	Amount	Sanction Order No	Sanction Date
01/02/1983	43	0		
01/02/1984	43	0		
01/02/1985	28	0		
01/02/1989	28	0		
01/02/1990	30	0		
15/02/1991	43	0		
01/02/1992	32	0		
07/07/1992	15	0		

Nominations for PF, Pensionary and other claims					
Benefit Name	Nominee name	Nominee address	Relationship	Invalid on the happening of	Amount Portion
S.L.I	Beema P	Parakkal Vilakathu veedu,Vizhinjam	Wife		Full

Annual Performance Report submission details			
Period from	Period To	Submitted(Y/ N)	Submitted Date

Annual Property Return submission details			
Period from	Period To	Submitted(Y/ N)	Submitted date

Details of official accommodation availed (Quarters)						
Station	From date	To date	Is Eligible for HRA	Address	Sanction No	Sanction date

Details of disbursement of loans like HBA, MCA, GPF advance etc.						
Loan Item	Instalment No.	Disbursement date	Amount	Order number	Order date	

Details of current Loans/ Advance Recovery									
Loan Item	Loan Acc No	Loan Amount	Instalment Amount	No.of Instalments	Last Instalment No.	Amount already paid	Status	Freeze Recovery	Principal or Interest

Details of benefits like GPF, GI, SLI, FBS, D.C.R.G, Pension etc						
Benefit Type	Identifying No.	Sum Assured	Subscription	Risk Effect From	Maturity Date	
G.P.F	P&L686		0			

Present Salary Details					
Basic Pay:		Bill type:		Acquittance Group:	
Last Change Date:		Next Incr. Date:			
Credit To Bank:		Bank:		Account No.:	

Additional Pay and Allowances		
Description	Amount	W.E.Date

Deductions and Recoveries			
SINo.	Deduction	Amount	Details

Government of Kerala
Service and Payroll Administrative Repository for Kerala
Employee Data Sheet

PEN : 176289	Name : Muralidharan Nair S	<i>Specimen Signature</i>	<i>Photo</i>
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Personal Memoranda

Sex :	M	Nationality :	India
Date of birth :	24/05/1967	Date of superannuation :	31/05/2023
Father's Name:	Sukumaran Nair G	Mother's Name:	Anathavally Amma
Blood group :		Religion :	Hindu
Caste :	Nair	Category(SC/ST/OBC/OC/GEN) :	Gen
Ex-service Men(Yes/No):	N	Physically handicapped(Yes/No) :	N
If Yes, Nature of Hanicap:			
PAN Number :		Ration Card No:	
Voter Id Card No:		Marital Status :	
Spouse's Name :		Is Inter Religion / Caste(Yes/No) :	
Spouse's Religion:		Spouse's Caste :	
Is Spouse Employed(Yes/No):		Spouse Employed In :	
Identification Marks 1 :	A black mole on the right side of the right eye		
2 :	A black mole below the neck		
Height(cm) :	170		

Present Service Details

Department :	Legislature Secretariat	Office :	Legislature Secretariat
Section :		Seat No :	
Employment Type :	Regular	Service category :	State Subordinate
Designation :	Assistant Section Officer	SDO Code :	
P F Type :	GPFKERALA	P F Number :	
Date of joining in Gov. Service :	21/10/1992	Date of joining in the Department :	21/10/1992

Details of parent department, if currently on deputaion

Parent Department :		Parent Office :	
Designation :		Deputaion w.e.f :	
Deputaion Year :		Deputation Months :	
Order Number :		Order Date :	

Present Address	Permanent Address
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House No and Name:	Anandabhavan	House No and Name:	Anandabhavan
Street Name :	Paliyode	Street Name :	Paliyode
Place :	Vilappilsala, Trivandram	Place :	Vilappilsala, Trivandram
Pin :		Pin :	
State :	Kerala	State :	Kerala
District :	Thiruvananthapuram	District :	Thiruvananthapuram
Taluk :		Taluk :	
Village :		Village :	
Phone Number :		Phone Number :	
Home Town :		Mobile Number :	
E-mail Address :			

Recruitment Details

Source:	PSC	Type:	General	Method:	Direct
Adv. memo No.:	RIA(1) 23621/91/GW/PSC	Adv. Memo Date:	01/10/1992	SI No. in Memo:	0
App. order No:	11284/AC.A4/92/Leg	App. order Date:	20/07/1993	Entry Category:	State Subordinate
Is Dist. Recruit ?	Y	Selected District:			

Police Verification Details

Ref No. :		Ver Report Date:		Police Station:	
Remarks :					

Qualifications

Course Type	Course Name	Subject	University	Institution	Class Obtained	Reg No.	Year Of Pass
Graduation-Arts	B.A	English Language & Literature	Kerala University		Passed	154081/A	1987

Matriculation	SSLC	General	Board of public examinations		Passed	491080	1982
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Details Of Dependents		
Name	Relationship	Date Of Birth

Departmental Tests Passed						
Department	Test Name	Month	Year	Reg No.	Certificate No	Certificate Date
Legislature Secretariat	Account Test Higher	6	1995	724	10879/95	13/10/1995
Legislature Secretariat	Account Test Lower	6	1995	724	10878/95	13/10/1995
Legislature Secretariat	Secretariat Manual	12	1993	3654	10880/95	13/10/1995

Details of Training Programs Attended							
Course Title	Sponsored By	Conducted By	City Name	Country	Qualification	Training From	Training To

Previous Qualifying Services				
Office	Post Held	Date From	Date To	Reason For Termination

Details of Declaration of Probation						
Department	District	Office	Designation	With Effect From	Probation Order No	Probation Order Date
Legislature Secretariat	Thiruvananthapuram	Legislature Secretariat	Assistant Grade-II	20/11/1994	15078/AC.A1/95/Leg	27/11/1995

Details of Regularisation						
Department	District	Office	Designation	Date of Entry	Order No	Order Date
Legislature Secretariat	Thiruvananthapuram	Legislature Secretariat	Assistant Grade-II	21/10/1992	11284/AC.A4/92/Leg	20/07/1993

Service Details							
Department	Category	Date From	Date To	Office	Designation	Basic Pay	Remarks
Legislature Secretariat	State Subordinate	21/10/1992 FN	31/10/1993 AN	Legislature Secretariat	Assistant Grade-II	1200	Joined duty on 21/10/92. Pay rev wef 21/10/92 as per ord no GO(P)/600/93/F in dt 25/3/93.
Legislature Secretariat	State Subordinate	01/11/1993 FN	19/11/1994 AN	Legislature Secretariat	Assistant Grade-II	1230	NI due to declaration of probation wef 20/11/94
Legislature Secretariat	State Subordinate	20/11/1994 FN	31/07/1995 AN	Legislature Secretariat	Assistant Grade-II	1260	Promoted as Asst Gr. I wef 1/8/95 as per Ord No 7079/AC.A4/95/ Leg dt 12/3/97.
Legislature Secretariat	State Subordinate	01/08/1995 FN	31/07/1996 AN	Legislature Secretariat	Assistant Grade-I	1350	Promoted as Asst Gr. I wef 1/8/95 as per Ord No 7079/AC.A4/95/ Leg dt 12/3/97.
Legislature Secretariat	State Subordinate	01/08/1996 FN	28/02/1997 AN	Legislature Secretariat	Assistant Grade-I	1380	Pay refixed wef 1/3/97 as per GO(P) 1562/99/(27)/Fi n TVM dt 12/7/99
Legislature Secretariat	State Subordinate	01/03/1997 FN	31/03/1997 AN	Legislature Secretariat	Assistant Grade-I	4600	Pay refixed wef 1/3/97 as per GO(P) 1562/99/(27)/Fi n TVM dt 12/7/99.
Legislature Secretariat	State Subordinate	01/04/1997 FN	31/03/1998 AN	Legislature Secretariat	Assistant Grade-I	4700	AI wef 1/4/98
Legislature Secretariat	State Subordinate	01/04/1998 FN	31/03/1999 AN	Legislature Secretariat	Assistant Grade-I	4800	AI wef 1/4/99
Legislature Secretariat	State Subordinate	01/04/1999 FN	31/03/2000 AN	Legislature Secretariat	Assistant Grade-I	4900	AI wef 1/4/00

Legislature Secretariat	State Subordinate	01/04/2000 FN	31/05/2000 AN	Legislature Secretariat	Assistant Grade-I	5000	Promoted as Sr.Gr.Asst wef 1/6/00 as per Ord No 7840/AC.A4/2000/Leg dt 20/6/00.
Legislature Secretariat	State Subordinate	01/06/2000 FN	31/05/2001 AN	Legislature Secretariat	Assistant - Senior Grade	5500	Promoted as Sr.Gr.Asst wef 1/6/00 as per Ord No 7840/AC.A4/2000/Leg dt 20/6/00.
Legislature Secretariat	State Subordinate	01/06/2001 FN	31/05/2002 AN	Legislature Secretariat	Assistant - Senior Grade	5650	AI wef 1/6/02
Legislature Secretariat	State Subordinate	01/06/2002 FN	31/05/2003 AN	Legislature Secretariat	Assistant - Senior Grade	5800	AI wef 1/6/03
Legislature Secretariat	State Subordinate	01/06/2003 FN	02/04/2004 AN	Legislature Secretariat	Assistant - Senior Grade	5950	Promoted as Selection Gr. Asst wef 3/4/04 as per Ord No 8726/AC.A4/2004/Leg dt 11/5/04.
Legislature Secretariat	State Subordinate	03/04/2004 FN	31/05/2004 AN	Legislature Secretariat	Assistant Section Officer	6275	Promoted as Selection Gr. Asst wef 3/4/04 as per Ord No 8726/AC.A4/2004/Leg dt 11/5/04.
Legislature Secretariat	State Subordinate	01/06/2004 FN		Legislature Secretariat	Assistant Section Officer	6450	

Disciplinary Actions

Ref No	Ref date	Nature of charge	Enquiry officer	File No	Penalty	Penalty remarks	Penalty start date	Penalty order No	Penalty order date	Penalty revoke order date	Revoke order no	Revoke order date

Details of Award Received

Department	District	Office	Nature Of Award	Purpose	Date Of Award

Leave On Credit

As On Date	Leave Type	Days On Credit
21/10/1993	Earned Leave	37.00
21/10/2005	Half Pay Leave	53.00

Leave Availed

Leave Type	From Date	To Date	Purpose	Sanction No	Sanction By
Leave Without Allowance without MC (Rule 88)	27/10/1992	13/11/1992	Educational Purpose		US
Leave Without Allowance without MC (Rule 88)	08/06/1993	08/06/1993			US
Leave Without Allowance without MC (Rule 88)	17/06/1993	17/06/1993			US
Half Pay Leave	16/12/1993	17/12/1993			US
Half Pay Leave	23/12/1993	23/12/1993			US
Commuted Leave	24/09/1998	06/11/1998			US
Commuted Leave	23/09/2000	21/10/2000			US
Dies-Non	10/01/2002	10/01/2002			US
Dies-Non	06/02/2002	08/03/2002			US
Commuted Leave	07/12/2002	07/12/2002			US
Commuted Leave	11/06/2003	11/06/2003			US
Commuted Leave	17/06/2003	09/07/2003			US
Earned Leave	10/07/2003	17/10/2003			US
Earned Leave	18/10/2003	02/01/2004			US
Earned Leave	29/11/2003	30/11/2003			US
Leave Without Allowance without MC (Rule 88)	03/01/2004	30/01/2004	With MC		US
Leave Without Allowance without MC (Rule 88)	17/03/2004	31/03/2004	With MC		US
Leave Without Allowance without MC (Rule 88)	20/04/2004	10/05/2004	With MC		US

Leave Without Allowance without MC (Rule 88)	11/05/2004	24/05/2004	With MC		US
Leave Without Allowance without MC (Rule 88)	25/05/2004	09/06/2004	With MC		US
Leave Without Allowance without MC (Rule 88)	10/06/2004	15/06/2004	With MC		US
Leave Without Allowance without MC (Rule 88)	01/07/2004	05/07/2004			US
Leave Without Allowance without MC (Rule 88)	08/07/2004	08/07/2004			US
Leave Without Allowance without MC (Rule 88)	13/07/2004	13/07/2004			US
Leave Without Allowance without MC (Rule 88)	15/07/2004	15/07/2004			US
Leave Without Allowance without MC (Rule 88)	23/07/2004	02/08/2004			US
Leave Without Allowance without MC (Rule 88)	04/08/2004	04/08/2004			US
Leave Without Allowance without MC (Rule 88)	06/08/2004	06/08/2004			US
Leave Without Allowance without MC (Rule 88)	12/08/2004	12/08/2004			US
Leave Without Allowance without MC (Rule 88)	18/08/2004	18/08/2004			US
Leave Without Allowance without MC (Rule 88)	20/08/2004	20/08/2004			US
Leave Without Allowance without MC (Rule 88)	14/09/2004	14/09/2004			US
Leave Without Allowance without MC (Rule 88)	06/11/2004	04/01/2005	With MC		US
Leave Without Allowance without MC (Rule 88)	05/01/2005	03/02/2005	With MC		US
Leave Without Allowance without MC (Rule 88)	04/02/2005	02/03/2005			US
Commuted Leave	05/07/2005	05/07/2005			US
Commuted Leave	26/09/2005	26/09/2005			US
Leave Without Allowance without MC (Rule 88)	04/10/2005	06/10/2005	With MC		US
Leave Without Allowance without MC (Rule 88)	18/10/2005	21/10/2005			US
Leave Without Allowance without MC (Rule 88)	25/10/2005	28/10/2005	With MC		US
Commuted Leave	08/11/2005	09/11/2005			US
Leave Without Allowance without MC (Rule 88)	15/11/2005	16/11/2005			US
Leave Without Allowance without MC (Rule 88)	22/11/2005	25/11/2005			US
Leave Without Allowance without MC (Rule 88)	29/11/2005	02/12/2005			US

Encashment of Leave During Service				
As on date	No. of days	Amount	Sanction Order No	Sanction Date
18/04/1996	15	0	GO(P) 600/93/Fin	25/09/1993
01/04/1997	15	0	GO(P) 600/93/Fin	25/09/1993
01/04/1998	15	0	GO(P) 600/93/Fin	25/09/1993
01/04/1999	20	0		
01/04/2000	20	0		
01/04/2001	20	0		
01/09/2003	10	0		
18/03/2005	18	0		

Nominations for PF, Pensionary and other claims					
Benefit Name	Nominee name	Nominee address	Relationship	Invalid on the happening of	Amount Portion
G.P.F	Anathavally Amma	Anandabhavan, Paliyode, Vilappilsala, Trivandram	Mother	Re-nomination	Full
Group Insurance	Maya Rani A	Anandabhavan, Paliyode, Vilappilsala, Trivandram	Sister	Re-nomination	Full

Annual Performance Report submission details			
Period from	Period To	Submitted(Y/ N)	Submitted Date

Annual Property Return submission details

Period from	Period To	Submitted(Y/ N)	Submitted date

Details of official accommodation availed (Quarters)						
Station	From date	To date	Is Eligible for HRA	Address	Sanction No	Sanction date

Details of disbursement of loans like HBA, MCA, GPF advance etc.						
Loan Item	Instalment No.	Disbursement date	Amount	Order number	Order date	

Details of current Loans/ Advance Recovery									
Loan Item	Loan Acc No	Loan Amount	Instalment Amount	No.of Instalments	Last Instalment No.	Amount already paid	Status	Freeze Recovery	Principal or Interest

Details of benefits like GPF, GI, SLI, FBS, D.C.R.G, Pension etc						
Benefit Type	Identifying No.	Sum Assured	Subscription	Risk Effect From	Maturity Date	
G.P.F	P&L 1038		100	01/10/1993		
S.L.I	KSID/LI/729300225		40	01/02/1993		

Present Salary Details					
Basic Pay:		Bill type:		Acquittance Group:	
Last Change Date:		Next Incr. Date:			
Credit To Bank:		Bank:		Account No.:	

Additional Pay and Allowances		
Description	Amount	W.E.Date

Deductions and Recoveries			
SINo.	Deduction	Amount	Details

Government of Kerala
Service and Payroll Administrative Repository for Kerala
Employee Data Sheet

PEN : 176613 **Name :** Jyothi Lekshmi S

Jyothi Lekshmi S



Personal Memoranda

Sex :	F	Nationality :	India
Date of birth :	07/05/1969	Date of superannuation :	31/05/2025
Father's Name:	Subash Chandran M K	Mother's Name:	
Blood group :		Religion :	Hindu
Caste :	Nair	Category(SC/ST/OBC/OC/GEN) :	Gen
Ex-service Men(Yes/No):	N	Physically handicapped(Yes/No) :	N
If Yes, Nature of Hanicap:			
PAN Number :	AWJPJ6331Q	Ration Card No:	
Voter Id Card No:		Marital Status :	M
Spouse's Name :	Padmakumar R	Is Inter Religion / Caste(Yes/No) :	
Spouse's Religion:		Spouse's Caste :	
Is Spouse Employed(Yes/No):		Spouse Employed In :	
Identification Marks 1 :	A black mole on the right palm near the little finger		
2 :	A black mole on the right side of the neck		
Height(cm) :	154		

Present Service Details

Department :	Legislature Secretariat	Office :	Legislature Secretariat
Section :		Seat No :	
Employment Type :	Regular	Service category :	State Subordinate
Designation :	Assistant Section Officer	SDO Code :	
P F Type :	GPFKERALA	P F Number :	P&L1239
Date of joining in Gov. Service :	26/03/1999	Date of joining in the Department :	26/03/1999

Details of parent department, if currently on deputaion

Parent Department :		Parent Office :	
Designation :		Deputaion w.e.f :	
Deputaion Year :		Deputation Months :	
Order Number :		Order Date :	

Present Address

House No and Name: Padmaragam,
Street Name : Railway Station Road,Ettumanur
Place : Kottayam
Pin : 695023
State : Kerala
District : Kottayam
Taluk : Kottayam
Village : Ettumanur
Phone Number : 04712512416
Home Town : kottayam
E-mail Address : jyothikannan1234@gmail.com

Permanent Address

House No and Name: Padmaragam,
Street Name : Railway Station Road,Ettumanur
Place : Kottayam
Pin : 695023
State : Kerala
District : Kottayam
Taluk : Kottayam
Village : Ettumanur
Phone Number : 04712512416
Mobile Number : 9447778826

Recruitment Details

Source:	PSC	Type:	General	Method:	Direct
Adv. memo No.:	RIA(1)9720/96/GW/KPSC, TVM	Adv. Memo Date:	16/01/1999	SI No. in Memo:	0
App. order No:	5001/ACC1/98/Leg	App. order Date:	03/04/1999	Entry Category:	State Subordinate
Is Dist. Recruit ?	N	Selected District:			

Police Verification Details

Ref No. :		Ver Report Date:		Police Station:	
Remarks :					

Qualifications							
Course Type	Course Name	Subject	University	Institution	Class Obtained	Reg No.	Year Of Pass
Graduation-Arts	BA	Arts	Mahatma Gandhi University		Passed	6813	1990
Type Writing	KGTE	Typewriting Malayalam Lr	Board of Technical Education		Passed	58929	1991
Type Writing	KGTE	Typewriting Malayalam Hr	Board of Technical Education		Passed	62988	1992
Type Writing	KGTE	Type writing English (Lower)	Board of Technical Education		Passed	34563	1990
Type Writing	KGTE	Type Writing Eng Hr	Board of Technical Education		Passed	43137	1991
Post Graduation-Arts	MA	Arts	University of Kerala		Passed	1222	1992
Post Graduation- Others	M Phil	M Phil	Mahatma Gandhi University		Passed	94225	1994
Matriculation	SSLC	General	Board of Public Examinations		Passed	130049	1984

Details Of Dependents		
Name	Relationship	Date Of Birth

Departmental Tests Passed							
Department	Test Name	Month	Year	Reg No.	Certificate No	Certificate Date	
Legislature Secretariat	Account Test Higher	6	1999	1669			
Legislature Secretariat	Account Test Lower	6	1999	1669			
Legislature Secretariat	Secretariat Manual	12	2000	13703			

Details of Training Programs Attended							
Course Title	Sponsored By	Conducted By	City Name	Country	Qualification	Training From	Training To

Previous Qualifying Services					
Office	Post Held	Date From	Date To	Reason For Termination	

Details of Declaration of Probation						
Department	District	Office	Designation	With Effect From	Probation Order No	Probation Order Date
Legislature Secretariat	Thiruvananthapuram	Legislature Secretariat	Assistant	16/06/2012	16413/AcA4/2012/Leg	27/07/2012
Legislature Secretariat	Thiruvananthapuram	Legislature Secretariat	Typist Grade -II	28/04/2001	9824/ACC3/01/Leg	26/06/2001

Details of Regularisation						
Department	District	Office	Designation	Date of Entry	Order No	Order Date
Legislature Secretariat	Thiruvananthapuram	Legislature Secretariat	Typist Grade -II	26/03/1999	5001/ACC1/98/Leg	14/06/1999

Service Details							
Department	Category	Date From	Date To	Office	Designation	Basic Pay	Remarks
Legislature Secretariat	State Subordinate	26/03/1999 FN	11/10/1999 AN	Legislature Secretariat	Typist Grade -II	3590	Joined duty at Leg. Secratariate wef 26/3/99. Appointed as Typist in the Office of the Director Kerala State Corporation for Christian Converts from Sheluled Casttes & recommended Communities Limited

Legislature Secretariat	State Subordinate	11/10/2004 FN	30/11/2004 AN	Legislature Secretariat	Typist Grade -I	4900	Relived wef 30/11/04 & take Up LDTypist in the Kerala State Devt.Corporation as per Or No 14267/ACC1/04 /Leg dt 30/11/04
Legislature Secretariat	State Subordinate	01/12/2005 FN	10/02/2006 AN	Legislature Secretariat	Typist Grade -I	5000	Joined duty wef 1/12/05 after expiry of the term of deputation. Relived for deputation wef 10/2/06 to take up appointment as UDC in the KTWWB as per Or 16285/ACC1/05 /Leg dt 10/2/05
Legislature Secretariat	State Subordinate	11/02/2006 FN	31/05/2006 AN	Legislature Secretariat	Typist Grade -I	8790	Promoted as Sr Gr Typist wef 1/6/06 as per OR No 9877/ACC1/04/ Leg dt 6/7/05
Legislature Secretariat	State Subordinate	01/06/2006 FN	31/05/2007 AN	Legislature Secretariat	Typist - Senior Grade	9190	Promoted as Sr Gr Typist wef 1/6/06 as per OR No 9877/ACC1/04/ Leg dt 6/7/05. ML for 135 days(details not available in SB).NI wef 1/6/07
Legislature Secretariat	State Subordinate	01/06/2007 -	31/05/2010 -	Legislature Secretariat	Typist - Senior Grade	9390	
Legislature Secretariat	State Subordinate	01/04/2010 FN	15/06/2010 AN	Legislature Secretariat	Typist - Senior Grade	10550	
Legislature Secretariat	State Subordinate	16/06/2010 FN	25/08/2010 AN	Legislature Secretariat	Assistant	10550	
Legislature Secretariat	State Subordinate	01/06/2011 FN	06/05/2012 AN	Legislature Secretariat	Assistant	19740	
Legislature Secretariat	State Subordinate	07/05/2012 FN	31/05/2012 AN	Legislature Secretariat	Assistant - Senior Grade	20240	Promotion
Legislature Secretariat	State Subordinate	01/06/2012 FN	31/05/2013 AN	Legislature Secretariat	Assistant - Senior Grade	21240	INDREMENT
Legislature Secretariat	State Subordinate	01/06/2013 FN	31/05/2014 AN	Legislature Secretariat	Assistant - Senior Grade	21800	
Legislature Secretariat	State Subordinate	01/06/2014 FN	30/06/2014 AN	Legislature Secretariat	Assistant - Senior Grade	22360	
Legislature Secretariat	State Subordinate	01/07/2014 FN	31/05/2015 AN	Legislature Secretariat	Assistant - Senior Grade	44700	Pay Fixation
Legislature Secretariat	State Subordinate	01/06/2015 -	30/06/2017 -	Legislature Secretariat	Assistant - Senior Grade	45800	promotion

Disciplinary Actions												
Ref No	Ref date	Nature of charge	Enquiry officer	File No	Penalty	Penalty remarks	Penalty start date	Penalty order No	Penalty order date	Penalty revoke order date	Revoke order no	Revoke order date

Details of Award Received						
Department	District	Office	Nature Of Award		Purpose	Date Of Award

Leave On Credit		
As On Date	Leave Type	Days On Credit
25/03/2010	Half Pay Leave	178.00
10/06/2010	Earned Leave	108.00

Leave Aailed					
Leave Type	From Date	To Date	Purpose	Sanction No	Sanction By
Leave Without Allowance without MC (Rule 88)	27/03/1999	24/04/1999			US

Earned Leave	24/11/2004	24/11/2004			US
Dies-Non	24/01/2006	24/01/2006			US
Half Pay Leave	31/08/2015	31/10/2015	personal	1	US SERVICES
Casual Leave	06/12/2015	31/12/2015	personal	1	us
Leave Without Allowance without MC (Rule 88)	04/03/2018	31/03/2018	personal	123	US

Encashment of Leave During Service				
As on date	No. of days	Amount	Sanction Order No	Sanction Date
19/05/2000	20	0		
03/07/2000	20	0		
01/07/2002	10	0		
01/09/2003	10	0		
01/06/2004	10	0		

Nominations for PF, Pensionary and other claims					
Benefit Name	Nominee name	Nominee address	Relationship	Invalid on the happening of	Amount Portion
F.B.S	Padmakumar R	Padmaragam, Railway Station Road, Kottayam	Husband	Re-nomination	Full
G.P.F	Padmakumar R	Padmaragam, Railway Station Road, Kottayam	Husband	Re-nomination	Full
S.L.I	Padmakumar R	Padmaragam, Railway Station Road, Kottayam	Husband		Full

Annual Performance Report submission details			
Period from	Period To	Submitted(Y/ N)	Submitted Date

Annual Property Return submission details			
Period from	Period To	Submitted(Y/ N)	Submitted date

Details of official accommodation availed (Quarters)						
Station	From date	To date	Is Eligible for HRA	Address	Sanction No	Sanction date

Details of disbursement of loans like HBA, MCA, GPF advance etc.					
Loan Item	Instalment No.	Disbursement date	Amount	Order number	Order date

Details of current Loans/ Advance Recovery									
Loan Item	Loan Acc No	Loan Amount	Instalment Amount	No.of Instalments	Last Instalment No.	Amount already paid	Status	Freeze Recovery	Principal or Interest
GPF Loan Repayment(8 01)	P&L1239	252000	7000	36	0	0		N	P

Details of benefits like GPF, GI, SLI, FBS, D.C.R.G, Pension etc						
Benefit Type	Identifying No.	Sum Assured	Subscription	Risk Effect From	Maturity Date	
G.P.F	P&L 1239		500	01/01/2000		

Present Salary Details					
Basic Pay:	50400	Bill type:	ASO deputation	Acquittance Group:	ASSISTANTS A
Last Change Date:	01/07/2017	Next Incr. Date:	01/06/2019		
Credit To Bank:	Y	Bank:		Account No.:	799012600149371

Additional Pay and Allowances		
Description	Amount	W.E.Date

Deductions and Recoveries			
S/No.	Deduction	Amount	Details
0	State Life Insurance-sub(129)	150	150
1	State Life Insurance-sub(129)	200	200

2	State Life Insurance-sub(129)	150	150
0	Income tax(311)	35040	35040
1	Group Insurance Scheme(324)	500	500
0	GPAI Scheme(375)	400	400
1	GPF - Monthly Sub.(701)	5000	5000
1	Arrear to PF(709)	5477	5477
1	Ocki Relief Fund Contribution	500	500
0	Profession Tax(777)	1250	1250

Government of Kerala
Service and Payroll Administrative Repository for Kerala
Employee Data Sheet

PEN : 176651 **Name :** Zeenath Beegam M A

Zeenath Beegam M A



Personal Memoranda

Sex :	F	Nationality :	India
Date of birth :	30/05/1973	Date of superannuation :	31/05/2029
Father's Name:	Mohammed Kunju M P	Mother's Name:	Asma Beevi
Blood group :	O+	Religion :	Islam
Caste :	Muslim	Category(SC/ST/OBC/OC/GEN) :	OBC
Ex-service Men(Yes/No):	N	Physically handicapped(Yes/No) :	N
If Yes, Nature of Hanicap:			
PAN Number :	BACPA6145F	Ration Card No:	1102032410
Voter Id Card No:	YUC0080531	Marital Status :	M
Spouse's Name :	Shajumudeen H	Is Inter Religion / Caste(Yes/No) :	N
Spouse's Religion:	Islam	Spouse's Caste :	Muslim
Is Spouse Employed(Yes/No):	Y	Spouse Employed In :	Finance Dept.
Identification Marks 1 :	A mole on the forehead		
2 :	A mole on the right upper arm		
Height(cm) :	158		

Present Service Details

Department :	Legislature Secretariat	Office :	Legislature Secretariat
Section :		Seat No :	
Employment Type :	Regular	Service category :	State Subordinate
Designation :	Assistant Section Officer	SDO Code :	
P F Type :	GPFKERALA	P F Number :	P&L284714
Date of joining in Gov. Service :	23/10/2002	Date of joining in the Department :	23/10/2002

Details of parent department, if currently on deputaion

Parent Department :		Parent Office :	
Designation :		Deputaion w.e.f :	
Deputaion Year :		Deputation Months :	
Order Number :		Order Date :	

Present Address

House No and Name: Deens T C 14/313
Street Name : Nethaji Lane
Place : Palayam
Pin : 695033
State : Kerala
District : Thiruvananthapuram
Taluk : Thiruvananthapuram
Village : Vanchiyoor
Phone Number : 9995554186
Home Town : Trivandrum
E-mail Address : zeenathbeegamma@gmail.com

Permanent Address

House No and Name: Deens T C 14/313
Street Name : Nethaji Lane
Place : Palayam
Pin : 695033
State : Kerala
District : Thiruvananthapuram
Taluk : Thiruvananthapuram
Village : Vanchiyoor
Phone Number : 9995554186
Mobile Number : 9995554186

Recruitment Details

Source:	PSC	Type:	General	Method:	Direct
Adv. memo No.:	RIA(1)2587/02/GW	Adv. Memo Date:	05/09/2002	SI No. in Memo:	0
App. order No:	O/o NO 10672/ACC1/99/Leg	App. order Date:	03/10/2002	Entry Category:	State Subordinate
Is Dist. Recruit ?	Y	Selected District:			

Police Verification Details

Ref No. :		Ver Report Date:		Police Station:	
Remarks :					

Qualifications							
Course Type	Course Name	Subject	University	Institution	Class Obtained	Reg No.	Year Of Pass
Graduation-Science	B SC	Science	Kerala		Passed	50772	1994
Certificate	Sahithacharya	Hindi		Hindi pracharasabha	Passed	1468	1994
Certificate	Data Preparation&Soft ware	Computer			Passed	117824	1994
Certificate	Bhooshan	Hindi		Hindi Prachar Sabha	Passed	1492	1991
Type Writing	KGTE	English(LR)			Passed	49545	1994
Type Writing	K G T E	Malayalam (LR)		Board Of Technical Examinations	Passed	43271/97	1997
Type Writing	K G T E	Hindi (LR)			Passed	43271	1997
PG Diploma	P G D C A	Computer			Passed	3870	1996
Post Graduation-Arts	M A	Arts	Kerala		Passed	17830	2000
Matriculation	SSLC	General		Board Of Public Examination	Passed	39477	1988

Details Of Dependents		
Name	Relationship	Date Of Birth
Aadil S	son	27/04/2005
Aashiq S	son	18/05/2000

Departmental Tests Passed							
Department	Test Name	Month	Year	Reg No.	Certificate No	Certificate Date	
Legislature Secretariat	Account Test Lower	7	2008	2509	11637/09		
Legislature Secretariat	Secretariat Manual	1	2009	2644	11638/09		

Details of Training Programs Attended							
Course Title	Sponsored By	Conducted By	City Name	Country	Qualification	Training From	Training To

Previous Qualifying Services					
Office	Post Held	Date From	Date To	Reason For Termination	

Details of Declaration of Probation						
Department	District	Office	Designation	With Effect From	Probation Order No	Probation Order Date
Legislature Secretariat	Thiruvananthapuram	Legislature Secretariat	Assistant	22/04/2014	14851/SA2/2014	20/05/2014
Legislature Secretariat	Thiruvananthapuram	Legislature Secretariat	Typist Grade -II	23/10/2004	O/o no 15841/AC.C3/04/Leg	13/12/2004

Details of Regularisation						
Department	District	Office	Designation	Date of Entry	Order No	Order Date

Service Details							
Department	Category	Date From	Date To	Office	Designation	Basic Pay	Remarks
Legislature Secretariat	State Subordinate	23/10/2002 FN	30/09/2003 AN	Legislature Secretariat	Typist Grade -II	3590	Joined duty on 23/10/2002.NI wef 1/10/2003.
Legislature Secretariat	State Subordinate	01/10/2003 FN	22/10/2004 AN	Legislature Secretariat	Typist Grade -II	3675	NI on Probation.
Legislature Secretariat	State Subordinate	23/10/2004 FN	18/01/2005 AN	Legislature Secretariat	Typist Grade -II	3760	Promoted as Typist Gr I wef 19/1/2005FN as per O/o No 9877/ACC1/04/ Leg dt 9/3/2005.pay revised as per GO(P)145/06/FI N dt 25/3/2006.

Legislature Secretariat	State Subordinate	19/01/2005 FN	31/12/2005 AN	Legislature Secretariat	Typist Grade -I	7990	Pay revised as per GO(P)145/06/FI N dt 25/3/2006.wef 19/1/2005.NI wef 1/1/2006
Legislature Secretariat	State Subordinate	01/01/2006 FN	31/08/2008 AN	Legislature Secretariat	Typist Grade -I	8190	NI wef 1/1/2007.
Legislature Secretariat	State Subordinate	01/09/2008 -	30/06/2009 -	Legislature Secretariat	Typist - Senior Grade	9190	
Legislature Secretariat	State Subordinate	01/07/2009 FN	30/06/2010 AN	Legislature Secretariat	Typist - Senior Grade	16980	Pay Fixation
Legislature Secretariat	State Subordinate	01/07/2010 -	30/06/2011 -	Legislature Secretariat	Typist - Senior Grade	17420	
Legislature Secretariat	State Subordinate	01/07/2011 -	20/04/2012 AN	Legislature Secretariat	Typist - Senior Grade	17860	accounts a
Legislature Secretariat	State Subordinate	21/04/2012 -	30/06/2012 -	Legislature Secretariat	Assistant	17860	
Legislature Secretariat	State Subordinate	01/07/2012 -	30/06/2013 -	Legislature Secretariat	Assistant	18300	
Legislature Secretariat	State Subordinate	01/07/2013 -	30/06/2014 -	Legislature Secretariat	Assistant	18740	
Legislature Secretariat	State Subordinate	01/07/2014 FN	30/06/2015 AN	Legislature Secretariat	Assistant	38500	Pay Fixation
Legislature Secretariat	State Subordinate	01/07/2015 FN	09/12/2015 AN	Legislature Secretariat	Assistant	39500	Increment
Legislature Secretariat	State Subordinate	10/12/2015 FN	31/05/2016 AN	Legislature Secretariat	Assistant - Senior Grade	40500	
Legislature Secretariat	State Subordinate	01/06/2016 FN	05/06/2016 AN	Legislature Secretariat	Assistant	39500	
Legislature Secretariat	State Subordinate	06/06/2016 FN	30/06/2016 AN	Legislature Secretariat	Assistant - Senior Grade	41500	
Legislature Secretariat	State Subordinate	01/07/2016 FN	30/06/2017 AN	Legislature Secretariat	Assistant - Senior Grade	42500	
Legislature Secretariat	State Subordinate	01/07/2017 -	30/06/2018 -	Legislature Secretariat	Assistant - Senior Grade	43600	
Legislature Secretariat	State Subordinate	01/07/2018 -	30/06/2019 -	Legislature Secretariat	Assistant - Senior Grade	44700	
Legislature Secretariat	State Subordinate	01/07/2019 -	30/06/2020 -	Legislature Secretariat	Assistant - Senior Grade	63700	
Legislature Secretariat	State Subordinate	01/07/2020 -	24/02/2021 -	Legislature Secretariat	Assistant - Senior Grade	65200	promotion
Legislature Secretariat	State Subordinate	25/02/2021 -	30/06/2021 -	Legislature Secretariat	Assistant Section Officer	68400	

Disciplinary Actions												
Ref No	Ref date	Nature of charge	Enquiry officer	File No	Penalty	Penalty remarks	Penalty start date	Penalty order No	Penalty order date	Penalty revoke order date	Revoke order no	Revoke order date

Details of Award Received						
Department	District	Office	Nature Of Award	Purpose	Date Of Award	

Leave On Credit		
As On Date	Leave Type	Days On Credit
01/08/2011	Earned Leave	73.00
22/08/2012	Earned Leave	77.00
25/07/2013	Earned Leave	77.00
31/03/2014	Earned Leave	70.00
31/03/2015	Earned Leave	73.00
10/07/2016	Earned Leave	85.00
06/08/2017	Earned Leave	90.00
01/08/2018	Earned Leave	94.00

Leave Availed					
Leave Type	From Date	To Date	Purpose	Sanction No	Sanction By
Maternity Leave	26/04/2005	07/09/2005			
Dies-Non	29/09/2005	29/09/2005			
Dies-Non	24/01/2006	24/01/2006			
Commuted Leave	27/03/2006	06/04/2006			
Commuted Leave	25/04/2006	26/04/2006			

Commuted Leave	02/05/2006	06/05/2006			
Commuted Leave	11/08/2006	12/08/2006			
Commuted Leave	23/08/2006	26/08/2006			
Commuted Leave	31/10/2006	02/11/2006			
Commuted Leave	08/11/2006	10/11/2006			

Encashment of Leave During Service				
As on date	No. of days	Amount	Sanction Order No	Sanction Date
11/11/2003	10	0		
16/12/2004	20	0		
21/10/2005	20	0		
08/05/2006	30	0		
02/08/2011	30	23336	10790	08/08/2011
23/08/2012	30	26444	GO (MS) 1134/2012/LEG	15/09/2012
26/07/2013	30	29862	1042/2013/Leg	07/08/2013
01/04/2014	30	31736	570/2014	09/04/2014
01/04/2015	30	35822	446/2015	10/04/2015
11/07/2016	30	47635	1218/2016	13/07/2016
07/08/2017	30	50850	1311/2017	09/08/2017
07/08/2018	30	54355	1308/2018	08/08/2018

Nominations for PF, Pensionary and other claims					
Benefit Name	Nominee name	Nominee address	Relationship	Invalid on the happening of	Amount Portion
Group Insurance	Ashiq S	Deens,TC 14/313,Palayam,TVM	Son		Half
Group Insurance	Shajumudeen H	Deens,TC 14/313,Palayam,TVM	Husband		Half
S.L.I	Shajumudeen H	Deens TC 14/313 Nethaji Lane Palayam	Husband		Full

Annual Performance Report submission details			
Period from	Period To	Submitted(Y/ N)	Submitted Date

Annual Property Return submission details			
Period from	Period To	Submitted(Y/ N)	Submitted date

Details of official accommodation availed (Quarters)						
Station	From date	To date	Is Eligible for HRA	Address	Sanction No	Sanction date

Details of disbursement of loans like HBA, MCA, GPF advance etc.						
Loan Item	Instalment No.	Disbursement date	Amount	Order number	Order date	

Details of current Loans/ Advance Recovery									
Loan Item	Loan Acc No	Loan Amount	Instalment Amount	No.of Instalments	Last Instalment No.	Amount already paid	Status	Freeze Recovery	Principal or Interest

Details of benefits like GPF, GI, SLI, FBS, D.C.R.G, Pension etc						
Benefit Type	Identifying No.	Sum Assured	Subscription	Risk Effect From	Maturity Date	
G.P.F	P&L 284714		1000			
Group Insurance	NIL		100			
S.L.I	720302474		150			
L.I.C.	781594835		544			
L.I.C.	782544035		222			
L.I.C.	783503130		213			

Present Salary Details					
Basic Pay:	70000	Bill type:	ASO	Acquittance Group:	ASSISTANTS A
Last Change Date:	01/07/2021	Next Incr. Date:	01/07/2022		
Credit To Bank:	Y	Bank:		Account No.:	799012600507580

Additional Pay and Allowances		
Description	Amount	W.E.Date

Deductions and Recoveries			
SI No.	Deduction	Amount	Details
0	Excess Pay Drawn(000)	1264	1264
1	Excess Pay Drawn(000)	362	362
1	State Life Insurance-sub(129)	150	150
2	State Life Insurance-sub(129)	175	175
3	State Life Insurance-sub(129)	500	500
4	State Life Insurance-sub(129)	1000	1000
0	LIC Premium(303)	226	226
1	LIC Premium(303)	544	544
2	LIC Premium(303)	222	222
3	LIC Premium(303)	213	213
4	LIC Premium(303)	287	287
1	Income tax(311)	2500	2500
2	Income tax(311)	10155	10155
1	Group Insurance Scheme(324)	800	800
0	GPAI Scheme(375)	500	500
1	CMDRF-Flood Relief	6823	6823
1	GPF - Monthly Sub.(701)	20000	20000
1	Arrear to PF(709)	116922	116922
1	Ocki Relief Fund Contribution	800	800
0	Profession Tax(777)	1250	1250

Government of Kerala
Service and Payroll Administrative Repository for Kerala
Employee Data Sheet

PEN : 176659 **Name :** Prathibha S

Prathibha
16.03.2013



Personal Memoranda

Sex :	F	Nationality :	India
Date of birth :	22/05/1973	Date of superannuation :	31/05/2029
Father's Name:	Viswambharan	Mother's Name:	Suseela G
Blood group :	A+	Religion :	Hindu
Caste :	Ezhava	Category(SC/ST/OBC/OC/GEN) :	OBC
Ex-service Men(Yes/No):	N	Physically handicapped(Yes/No) :	N
If Yes, Nature of Hanicap:			
PAN Number :	DIPPS6841P	Ration Card No:	1102087935
Voter Id Card No:	Nil	Marital Status :	M
Spouse's Name :	Bijesh C	Is Inter Religion / Caste(Yes/No) :	N
Spouse's Religion:	Hindu	Spouse's Caste :	Ezhava
Is Spouse Employed(Yes/No):	Y	Spouse Employed In :	Police Dept
Identification Marks 1 :	A black mole on the right side of the temple		
2 :	A black mole on the right side of the neck		
Height(cm) :	160		

Present Service Details

Department :	Legislature Secretariat	Office :	Legislature Secretariat
Section :		Seat No :	
Employment Type :	Regular	Service category :	State Subordinate
Designation :	Assistant Section Officer	SDO Code :	
P F Type :	GPFKERALA	P F Number :	P&L290018
Date of joining in Gov. Service :	24/09/2002	Date of joining in the Department :	14/12/2002

Details of parent department, if currently on deputaion

Parent Department :		Parent Office :	
Designation :		Deputaion w.e.f :	
Deputaion Year :		Deputation Months :	
Order Number :		Order Date :	

Present Address

House No and Name: Sreeja Bhavan
Street Name : Vanda
Place : Karippoor PO
Pin : 695541
State : Kerala
District : Thiruvananthapuram
Taluk : Nedumangad
Village : Karippur
Phone Number : 04712512416
Home Town : Nedumangad
E-mail Address : prathibhasuseela@gmail.com

Permanent Address

House No and Name: Roadarikathu veedu
Street Name : Karippoor
Place : Karippoor PO
Pin : 695541
State : Kerala
District : Thiruvananthapuram
Taluk : Nedumangad
Village : Karippur
Phone Number : 04712512416
Mobile Number : 9497690015

Recruitment Details

Source:	PSC	Type:	General	Method:	Transfer
Adv. memo No.:	RIA(1)2587/02/GW/PSC	Adv. Memo Date:	29/07/2002	SI No. in Memo:	0
App. order No:	Or No.65866/01dt 4/9/02 M2/65866/01dt 24/09/2002, GO(Ms)905/02/leg	App. order Date:	09/12/2002	Entry Category:	State Subordinate
Is Dist. Recruit ?	Y	Selected District:	Thiruvananthapuram		

Police Verification Details

Ref No. :		Ver Report Date:		Police Station:	
Remarks :					

Qualifications							
Course Type	Course Name	Subject	University	Institution	Class Obtained	Reg No.	Year Of Pass
Graduation-Commerce	BCom	Commerce	Kerala University		Passed	59854	1993
Certificate	Seminar Placement scheme	Nil		Canarabank	Passed		1990
Certificate	Hindi Bhushan	Hindi	Kerala hindi Prachar Sabha		Passed	1293	1994
Type Writing	KGTE	Malayalam L	Board of Tech Exam		Passed	63507	1993
Type Writing	KGTE	English L	Board of Tech Exam		Passed	62356	1991
Type Writing	KGTE	English H	Board of Tech Exam		Passed	9268	1991
Diploma	PGDT	Nil	Kerala govt		Passed		1999
Higher Secondary (Plus 2)	PDC	General	Kerala University		Passed	4178	1990
Post Graduation-Commerce	MCom	Commerce	Kerala University		Passed	64	1995
Post Graduation - Education	SET	Education	Kerala Govt		Passed	11280212	2002
Matriculation	SSLC	General	Board of Public exam		Passed	33364	1988

Details Of Dependents		
Name	Relationship	Date Of Birth
Adithya Krishna	Daughter	07/07/2006
Appu	son	18/11/2014

Departmental Tests Passed							
Department	Test Name	Month	Year	Reg No.	Certificate No	Certificate Date	
Legislature Secretariat	Account Test Higher	7	2007	04726			
Legislature Secretariat	Account Test Lower	7	2007	04726			
Legislature Secretariat	Secretariat Manual	1	2009	4481			

Details of Training Programs Attended							
Course Title	Sponsored By	Conducted By	City Name	Country	Qualification	Training From	Training To

Previous Qualifying Services					
Office	Post Held	Date From	Date To	Reason For Termination	
SCU Govt.VHS	VL in AA	29/11/2001	30/03/2002	30/03/2002	
AG Office EKM	Typist gr.II	24/09/2002	13/12/2002	13/12/2002	

Details of Declaration of Probation						
Department	District	Office	Designation	With Effect From	Probation Order No	Probation Order Date
Legislature Secretariat	Thiruvananthapuram	Legislature Secretariat	Typist Grade -II	16/12/2004	M.No.5207/AcC3/05/leg	20/01/2005

Details of Regularisation						
Department	District	Office	Designation	Date of Entry	Order No	Order Date
Advocate General	Ernakulam	O/o Advocate General, Ernakulam.	Typist Grade II	24/09/2002	M2 65866/01	13/11/2002

Service Details							
Department	Category	Date From	Date To	Office	Designation	Basic Pay	Remarks
Legislature Secretariat	State Subordinate	14/12/2002 FN	31/08/2003 AN	Legislature Secretariat	Typist Grade -II	3590	Appointed as typist Gr.II on 14/12/02. Interdept. trrfd to LS TVM as per GO(Ms)905/02/leg dt 9/12/02. NI wef 1/9/03
Legislature Secretariat	State Subordinate	01/09/2003 FN	15/12/2004 AN	Legislature Secretariat	Typist Grade -II	3675	Probation declared on 16/12/04 vide M.No.5207/AcC 3/05/leg dt 20/1/05

Legislature Secretariat	State Subordinate	16/12/2004 FN	30/06/2005 AN	Legislature Secretariat	Typist Grade -II	6380	Probation declared on 16/12/04 vide M.No.5207/AcC 3/05/leg dt 20/1/05. Pay rev wef 16/12/04 as per GO(P)145/06/Fi n dt 25/3/2006. Promoted as Typist gr.I wef 1/7/05 vide or No.9877/04/Ac C1/leg dt 13/7/0
Legislature Secretariat	State Subordinate	01/07/2005 FN	30/06/2006 AN	Legislature Secretariat	Typist Grade -I	7990	Promoted as Typist gr.I wef 1/7/05 vide or No.9877/04/Ac C1/leg dt 13/7/05. NI wef 1/7/2006
Legislature Secretariat	State Subordinate	01/07/2006 FN	30/06/2007 AN	Legislature Secretariat	Typist Grade -I	8190	NI wef 1/7/2007. Confirmed as Typist Gr.II wef 1/4/04 vide GO(Ms)12972A cC1/06/leg(1)dt 21/7/06
Legislature Secretariat	State Subordinate	01/07/2007	30/06/2008	Legislature Secretariat	Typist Grade -I	8390	
Legislature Secretariat	State Subordinate	01/07/2008 -	03/03/2009 -	Legislature Secretariat	Typist - Senior Grade	9190	
Legislature Secretariat	State Subordinate	04/03/2009 -	09/06/2009 -	Legislature Secretariat	Typist Grade -I	8590	
Legislature Secretariat	State Subordinate	10/06/2009 -	31/01/2010 -	Legislature Secretariat	Typist - Senior Grade	9190	
Legislature Secretariat	State Subordinate	01/02/2010 FN	31/01/2011 AN	Legislature Secretariat	Typist - Senior Grade	16980	Pay Fixation
Legislature Secretariat	State Subordinate	01/02/2011 -	31/01/2012 -	Legislature Secretariat	Typist - Senior Grade	17420	
Legislature Secretariat	State Subordinate	01/02/2012 FN	31/01/2013 AN	Legislature Secretariat	Typist - Senior Grade	17860	
Legislature Secretariat	State Subordinate	01/02/2013 FN	03/02/2013 AN	Legislature Secretariat	Typist - Senior Grade	18300	
Legislature Secretariat	State Subordinate	04/02/2013 FN	31/01/2014 AN	Legislature Secretariat	Assistant	18300	
Legislature Secretariat	State Subordinate	01/02/2014 FN	31/01/2015 AN	Legislature Secretariat	Assistant	37500	Pay Fixation
Legislature Secretariat	State Subordinate	01/02/2015 FN	31/01/2016 AN	Legislature Secretariat	Assistant	38500	
Legislature Secretariat	State Subordinate	01/02/2016 FN	28/06/2016 AN	Legislature Secretariat	Assistant	19740	
Legislature Secretariat	State Subordinate	29/06/2016 -	31/01/2017 -	Legislature Secretariat	Assistant - Senior Grade	41500	
Legislature Secretariat	State Subordinate	01/02/2017 -	31/01/2018 -	Legislature Secretariat	Assistant - Senior Grade	42500	
Legislature Secretariat	State Subordinate	01/02/2018 -	31/01/2019 -	Legislature Secretariat	Assistant - Senior Grade	43600	
Legislature Secretariat	State Subordinate	01/02/2019 -	30/06/2019 -	Legislature Secretariat	Assistant - Senior Grade	44700	
Legislature Secretariat	State Subordinate	01/07/2019 -	31/01/2020 -	Legislature Secretariat	Assistant - Senior Grade	62200	
Legislature Secretariat	State Subordinate	01/02/2020 -	31/01/2021 -	Legislature Secretariat	Assistant - Senior Grade	63700	
Legislature Secretariat	State Subordinate	01/02/2021 -	15/06/2021 -	Legislature Secretariat	Assistant - Senior Grade	65200	promotion

Disciplinary Actions

Ref No	Ref date	Nature of charge	Enquiry officer	File No	Penalty	Penalty remarks	Penalty start date	Penalty order No	Penalty order date	Penalty revoke order date	Revoke order no	Revoke order date

Details of Award Received

Department	District	Office	Nature Of Award	Purpose	Date Of Award

Leave On Credit

As On Date	Leave Type	Days On Credit
29/08/2010	Earned Leave	81.00
31/05/2011	Earned Leave	76.00
07/04/2014	Earned Leave	67.00
03/02/2016	Earned Leave	91.00
15/08/2016	Earned Leave	79.00
31/03/2018	Earned Leave	102.00

Leave Availed					
Leave Type	From Date	To Date	Purpose	Sanction No	Sanction By
Maternity Leave	05/07/2006	16/11/2006			US

Encashment of Leave During Service				
As on date	No. of days	Amount	Sanction Order No	Sanction Date
06/10/2003	10	0		
17/02/2005	20	0		
25/07/2005	20	0		
03/05/2006	30	0		
02/09/2010	30	17379	935/10/leg	06/09/2010
03/06/2011	30	22791	462	07/06/2011
13/07/2012	30	25837	945	26/07/2012
13/03/2014	30	31736	447/2014	25/03/2014
08/04/2014	30	31736	650/2014	25/04/2014
04/02/2016	30	39091	225/2016	15/02/2016
16/08/2016	30	45455	1419/2016	18/08/2016
01/04/2018	30	52654	543/2018	09/04/2018
10/02/2021	30	59230	236/2021/Leg	16/02/2021

Nominations for PF, Pensionary and other claims					
Benefit Name	Nominee name	Nominee address	Relationship	Invalid on the happening of	Amount Portion
Group Insurance	Suseela G	Sreeja Bhavan Vanda Karippoor PO Nedumangadu	Mother		Full
S.L.I	Adithya Krishna	Sreeja Bhavan Vanda Karippoor p o Nedumangadu	daughter		80
S.L.I	Brijesh C	Sreeja Bhavan Vanda Karippoor p o Nedumangadu	Husband		20

Annual Performance Report submission details			
Period from	Period To	Submitted(Y/ N)	Submitted Date

Annual Property Return submission details			
Period from	Period To	Submitted(Y/ N)	Submitted date

Details of official accommodation availed (Quarters)						
Station	From date	To date	Is Eligible for HRA	Address	Sanction No	Sanction date

Details of disbursement of loans like HBA, MCA, GPF advance etc.					
Loan Item	Instalment No.	Disbursement date	Amount	Order number	Order date

Details of current Loans/ Advance Recovery									
Loan Item	Loan Acc No	Loan Amount	Instalment Amount	No.of Instalments	Last Instalment No.	Amount already paid	Status	Freeze Recovery	Principal or Interest

Details of benefits like GPF, GI, SLI, FBS, D.C.R.G, Pension etc					
Benefit Type	Identifying No.	Sum Assured	Subscription	Risk Effect From	Maturity Date
G.P.F	P&L 290018		1000		
Group Insurance	NIL		100		
S.L.I	720302473		150		
L.I.C.	781489382		92		

Present Salary Details					
Basic Pay:	68400	Bill type:	ASO	Acquittance Group:	ASSISTANTS A
Last Change Date:	16/06/2021	Next Incr. Date:	01/02/2022		
Credit To Bank:	Y	Bank:		Account No.:	799012600149380

Additional Pay and Allowances		
Description	Amount	W.E.Date

Deductions and Recoveries			
SI No.	Deduction	Amount	Details
0	Excess Pay Drawn(000)	1233	1233
1	State Life Insurance-sub(129)	150	150
2	State Life Insurance-sub(129)	150	150
3	State Life Insurance-sub(129)	2000	2000
4	State Life Insurance-sub(129)	1000	1000
1	LIC Premium(303)	92	92
1	Income tax(311)	7030	7030
2	Income tax(311)	15000	15000
1	Group Insurance Scheme(324)	800	800
0	GPAI Scheme(375)	500	500
0	GPF - Monthly Sub.(701)	20000	20000
1	Arrear to PF(709)	122519	122519
1	Ocki Relief Fund Contribution	500	500
0	Profession Tax(777)	1250	1250

Government of Kerala
Service and Payroll Administrative Repository for Kerala
Employee Data Sheet

PEN : 176661 **Name :** Sabitha K

Sabitha



Personal Memoranda

Sex :	F	Nationality :	India
Date of birth :	30/05/1972	Date of superannuation :	31/05/2028
Father's Name:	Divakaran K	Mother's Name:	Ramani N
Blood group :	B+	Religion :	Hindu
Caste :	Vannan	Category(SC/ST/OBC/OC/GEN) :	SC
Ex-service Men(Yes/No):	N	Physically handicapped(Yes/No) :	N
If Yes, Nature of Hanicap:			
PAN Number :	CKKPK4738B	Ration Card No:	
Voter Id Card No:	KL04028387839	Marital Status :	M
Spouse's Name :	Gireesh KUMar R P	Is Inter Religion / Caste(Yes/No) :	N
Spouse's Religion:	Hindu	Spouse's Caste :	Mannan
Is Spouse Employed(Yes/No):	Y	Spouse Employed In :	Health Services
Identification Marks 1 :	A small black mole on the chest nesr the neck		
2 :	A black mole on the right arm near the wrist		
Height(cm) :	155		

Present Service Details

Department :	Legislature Secretariat	Office :	Legislature Secretariat
Section :		Seat No :	
Employment Type :	Regular	Service category :	State Subordinate
Designation :	Assistant Section Officer	SDO Code :	
P F Type :	GPFKERALA	P F Number :	P&L284705
Date of joining in Gov. Service :	15/05/2002	Date of joining in the Department :	15/05/2002

Details of parent department, if currently on deputaion

Parent Department :		Parent Office :	
Designation :		Deputaion w.e.f :	
Deputaion Year :		Deputation Months :	
Order Number :		Order Date :	

Present Address

House No and Name: Kayyenlikkal House, Near Vezhupore L P School
Street Name : Thamarassery P O
Place : Kozhikkode
Pin : 695002
State : Kerala
District : Kozhikode
Taluk : Kozhikode
Village : Rarothu
Phone Number : 04712512466
Home Town : kozhikode
E-mail Address : sabithagireesh@gmail.com

Permanent Address

House No and Name: Kayyenlikkal House, Near Vezhupore L P School
Street Name : Thamarassery P O
Place : Kozhikkode
Pin : 673573
State : Kerala
District : Kozhikode
Taluk : Kozhikode
Village : Rarothu
Phone Number : 04712512416
Mobile Number : 9497690012

Recruitment Details

Source:	Inter Cadre	Type:	General	Method:	Transfer
Adv. memo No.:	1	Adv. Memo Date:	08/05/2002	SI No. in Memo:	1
App. order No:	0/0 19568/aca4/2010/leg	App. order Date:	26/05/2011	Entry Category:	State Subordinate
Is Dist. Recruit ?	N	Selected District:			

Police Verification Details

Ref No. :		Ver Report Date:		Police Station:	
Remarks :					

Qualifications							
Course Type	Course Name	Subject	University	Institution	Class Obtained	Reg No.	Year Of Pass
Type Writing	KGTE	Malayalam Lr	Board of Technical Education		Passed	25520	1991
Type Writing	KGTE	English Lower	Board of Technical Education		Passed	49968	1990
Type Writing	KGTE	English Hr	Board of Technical Education		Passed	25520	1991
Matriculation	SSLC	General	Board of public examinations		Passed	37341	1987

Details Of Dependents		
Name	Relationship	Date Of Birth

Departmental Tests Passed							
Department	Test Name	Month	Year	Reg No.	Certificate No	Certificate Date	
Legislature Secretariat	Account Test Lower	7	2007	496			
Legislature Secretariat	Secretariat Manual	7	2007	11496			

Details of Training Programs Attended							
Course Title	Sponsored By	Conducted By	City Name	Country	Qualification	Training From	Training To

Previous Qualifying Services				
Office	Post Held	Date From	Date To	Reason For Termination

Details of Declaration of Probation						
Department	District	Office	Designation	With Effect From	Probation Order No	Probation Order Date
Legislature Secretariat	Thiruvananthapuram	Legislature Secretariat	Assistant	12/05/2011	15350/sa2/2013/leg	21/06/2013
Legislature Secretariat	Thiruvananthapuram	Legislature Secretariat	Typist Grade -II	15/05/2004	9290/ACC3/2004/Leg	26/05/2004

Details of Regularisation						
Department	District	Office	Designation	Date of Entry	Order No	Order Date
Legislature Secretariat	Thiruvananthapuram	Legislature Secretariat	Typist Grade -II	15/05/2002	10672/AC.C1/99/Leg	19/11/2002

Service Details							
Department	Category	Date From	Date To	Office	Designation	Basic Pay	Remarks
Legislature Secretariat	State Subordinate	15/05/2002 FN	30/04/2003 AN	Legislature Secretariat	Typist Grade -II	3590	Joined duty on 15/5/02. NI wef 1/5/03
Legislature Secretariat	State Subordinate	01/05/2003 FN	14/05/2004 AN	Legislature Secretariat	Typist Grade -II	3675	Promoted as Typist Gr.I wef 15/5/04 as per Ord No 9877/ACC1/04/ Leg dt 30/6/04.
Legislature Secretariat	State Subordinate	15/05/2004 FN	30/06/2004 AN	Legislature Secretariat	Typist Grade -I	4600	Promoted as Typist Gr.I wef 15/5/04 as per Ord No 9877/ACC1/04/ Leg dt 30/6/04.Pay rev wef 1/7/04 as per Ord No GO(P)/145/06/F in dt 25/3/06.
Legislature Secretariat	State Subordinate	01/07/2004 FN	30/06/2005 AN	Legislature Secretariat	Typist Grade -I	7990	Pay rev wef 1/7/04 as per Ord No GO(P)/145/06/F in dt 25/3/06. NI wef 1/7/05
Legislature Secretariat	State Subordinate	01/07/2005 FN	30/06/2006 AN	Legislature Secretariat	Typist Grade -I	8190	NI wef 1/7/06

Legislature Secretariat	State Subordinate	01/07/2006 FN	30/04/2007 AN	Legislature Secretariat	Typist Grade -I	8390	Promoted as Sr.Gr.Typist wef 30/4/07 AN as per Ord no 10720/ACC1/07 /Leg dt 30/4/07.
Legislature Secretariat	State Subordinate	01/05/2007 AN	30/04/2008 FN	Legislature Secretariat	Typist - Senior Grade	9190	Promoted as Sr.Gr.Typist wef 30/4/07 as per Ord no 10720/ACC1/07 /Leg dt 30/4/07.
Legislature Secretariat	State Subordinate	01/05/2008 FN	30/04/2009 AN	Legislature Secretariat	Typist - Senior Grade	9390	
Legislature Secretariat	State Subordinate	01/05/2009 FN	30/06/2009 AN	Legislature Secretariat	Typist - Senior Grade	9590	
Legislature Secretariat	State Subordinate	01/07/2009 FN	30/06/2010 AN	Legislature Secretariat	Typist - Senior Grade	17420	Pay Fixation
Legislature Secretariat	State Subordinate	01/07/2010 FN	09/12/2010 AN	Legislature Secretariat	Typist - Selection Grade	17860	Increment
Legislature Secretariat	State Subordinate	10/12/2010 FN	30/11/2012 AN	Legislature Secretariat	Assistant	19240	
Legislature Secretariat	State Subordinate	01/12/2012 -	24/02/2013 -	Legislature Secretariat	Assistant	19740	
Legislature Secretariat	State Subordinate	25/02/2013 -	30/11/2013 -	Legislature Secretariat	Assistant - Senior Grade	20740	
Legislature Secretariat	State Subordinate	01/12/2013 FN	30/06/2014 AN	Legislature Secretariat	Assistant - Senior Grade	21240	
Legislature Secretariat	State Subordinate	01/07/2014 FN	31/01/2015 AN	Legislature Secretariat	Assistant - Senior Grade	42500	Pay Fixation
Legislature Secretariat	State Subordinate	01/02/2015 FN	31/01/2016 AN	Legislature Secretariat	Assistant - Senior Grade	43600	Increment
Legislature Secretariat	State Subordinate	01/02/2016 -	31/01/2017 -	Legislature Secretariat	Assistant - Senior Grade	44700	
Legislature Secretariat	State Subordinate	01/02/2017 -	31/01/2018 -	Legislature Secretariat	Assistant - Senior Grade	45800	
Legislature Secretariat	State Subordinate	01/02/2018 -	31/01/2019 -	Legislature Secretariat	Assistant - Senior Grade	46900	
Legislature Secretariat	State Subordinate	01/02/2019 -	30/04/2019 -	Legislature Secretariat	Assistant - Senior Grade	48000	Promotion
Legislature Secretariat	State Subordinate	01/05/2019 -	30/06/2019 -	Legislature Secretariat	Assistant Section Officer	50400	
Legislature Secretariat	State Subordinate	01/07/2019 -	31/01/2020 -	Legislature Secretariat	Assistant Section Officer	70000	
Legislature Secretariat	State Subordinate	01/02/2020 -	31/01/2021 -	Legislature Secretariat	Assistant Section Officer	71800	

Disciplinary Actions

Ref No	Ref date	Nature of charge	Enquiry officer	File No	Penalty	Penalty remarks	Penalty start date	Penalty order No	Penalty order date	Penalty revoke order date	Revoke order no	Revoke order date

Details of Award Received

Department	District	Office	Nature Of Award	Purpose	Date Of Award

Leave On Credit

As On Date	Leave Type	Days On Credit
19/06/2011	Earned Leave	53.00
27/07/2012	Earned Leave	59.00
18/10/2013	Earned Leave	69.00
31/03/2014	Earned Leave	54.00
01/12/2014	Half Pay Leave	50.00
02/12/2014	Half Pay Leave	122.00
21/01/2015	Earned Leave	41.00
08/04/2015	Earned Leave	56.00
31/03/2016	Earned Leave	58.00
31/03/2017	Earned Leave	82.00
31/03/2018	Earned Leave	61.00
31/03/2019	Earned Leave	64.00

Leave Aailed

Leave Type	From Date	To Date	Purpose	Sanction No	Sanction By
Maternity Leave	11/03/2004	23/07/2004			US

Earned Leave	03/08/2004	26/08/2004			US
Earned Leave	27/08/2004	04/09/2004			US
Dies-Non	05/07/2005	05/07/2005			US
Commuted Leave	30/08/2005	01/09/2005			US
Commuted Leave	03/09/2005	09/09/2005			US
Dies-Non	29/09/2005	29/09/2005			US
Dies-Non	24/01/2006	24/01/2006			US
Commuted Leave	24/04/2006	04/05/2006			US
Leave Without Allowance without MC (Rule 88)	12/05/2011	31/05/2011			
Dies-Non	08/01/2013	13/01/2013	Dies-non		
Half Pay Leave	02/12/2014	11/12/2014	personal	1	us
Half Pay Leave	10/04/2017	12/05/2017			

Encashment of Leave During Service				
As on date	No. of days	Amount	Sanction Order No	Sanction Date
03/01/2004	10	0		
13/05/2005	20	0		
06/05/2006	30	0		
20/06/2011	30	23588	899/2011	01/08/2011
28/07/2012	30	26901	973/2012	03/08/2012
19/10/2013	30	32082	1369/2013/Leg	01/11/2013
01/04/2014	30	34971	570/2014	09/04/2014
09/04/2015	30	39590	475/2015	18/04/2015
01/04/2016	30	47832	558/2016	18/04/2016
01/04/2017	30	51746	579/2017/Nise	07/04/2017
01/04/2018	30	53916	543/2018	09/04/2018
01/04/2019	30	55650	499/2019	06/04/2019

Nominations for PF, Pensionary and other claims					
Benefit Name	Nominee name	Nominee address	Relationship	Invalid on the happening of	Amount Portion
G.P.F	Divakaran	Kayyenlikkal House, Near Vezhupore L P School, Thamarassery P O, Kozhikkode	Father		Full
Group Insurance	Divakaran	Kayyenlikkal House, Near Vezhupore L P School, Thamarassery P O, Kozhikkode	Father	On re-nomination	Full
S.L.I	gireeesh kumar r v	R V House kalpathoor p o kozhikode	Husband		100

Annual Performance Report submission details			
Period from	Period To	Submitted(Y/ N)	Submitted Date

Annual Property Return submission details			
Period from	Period To	Submitted(Y/ N)	Submitted date

Details of official accommodation availed (Quarters)						
Station	From date	To date	Is Eligible for HRA	Address	Sanction No	Sanction date
11/124 ,Melaranoor	09/02/2009	18/01/2021	N	Melaranoor	Go(Rt)No 1848/08	19/11/2008

Details of disbursement of loans like HBA, MCA, GPF advance etc.					
Loan Item	Instalment No.	Disbursement date	Amount	Order number	Order date

Details of current Loans/ Advance Recovery									
Loan Item	Loan Acc No	Loan Amount	Instalment Amount	No.of Instalments	Last Instalment No.	Amount already paid	Status	Freeze Recovery	Principal or Interest
Festival Advance(002)	FestAdv0820 21	15000	3000	5	4	12000		N	P

Details of benefits like GPF, GI, SLI, FBS, D.C.R.G, Pension etc					
Benefit Type	Identifying No.	Sum Assured	Subscription	Risk Effect From	Maturity Date

G.P.F	P&L 284705		1000		
Group Insurance	NIL		100		
S.L.I	720302458		150		
L.I.C.	791944086		419		

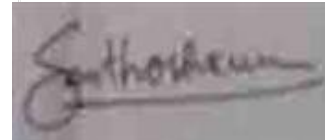
Present Salary Details					
Basic Pay:	73600	Bill type:	ASO	Acquittance Group:	ASSISTANTS A
Last Change Date:	01/02/2021	Next Incr. Date:	01/02/2022		
Credit To Bank:	Y	Bank:		Account No.:	799012600149381

Additional Pay and Allowances		
Description	Amount	W.E.Date

Deductions and Recoveries			
SINo.	Deduction	Amount	Details
0	Excess Pay Drawn(000)	1361	1361
1	Excess Pay Drawn(000)	18274	18274
1	State Life Insurance-sub(129)	150	150
2	State Life Insurance-sub(129)	50	50
3	State Life Insurance-sub(129)	500	500
4	State Life Insurance-sub(129)	2000	2000
5	State Life Insurance-sub(129)	1000	1000
1	LIC Premium(303)	419	419
2	LIC Premium(303)	612	612
1	Income tax(311)	7000	7000
1	Group Insurance Scheme(324)	800	800
0	GPAI Scheme(375)	500	500
1	CMDRF-Flood Relief	5439	5439
1	GPF - Monthly Sub.(701)	15000	15000
1	Arrear to PF(709)	130760	130760
1	Ocki Relief Fund Contribution	1000	1000
0	Profession Tax(777)	1250	1250

Government of Kerala
Service and Payroll Administrative Repository for Kerala
Employee Data Sheet

PEN : 176669 **Name :** Santhosh Kumar B



Personal Memoranda

Sex :	M	Nationality :	India
Date of birth :	25/05/1974	Date of superannuation :	31/05/2030
Father's Name:	Balakrishna Pillai	Mother's Name:	
Blood group :		Religion :	Hindu
Caste :	Nair	Category(SC/ST/OBC/OC/GEN) :	Gen
Ex-service Men(Yes/No):	N	Physically handicapped(Yes/No) :	N
If Yes, Nature of Hanicap:			
PAN Number :	CJSPK6207J	Ration Card No:	
Voter Id Card No:		Marital Status :	S
Spouse's Name :		Is Inter Religion / Caste(Yes/No) :	
Spouse's Religion:		Spouse's Caste :	
Is Spouse Employed(Yes/No):		Spouse Employed In :	
Identification Marks 1 :	A mole on the chest		
2 :	A mole on the right side of the right eye		
Height(cm) :	178		

Present Service Details

Department :	Legislature Secretariat	Office :	Legislature Secretariat
Section :		Seat No :	
Employment Type :	Regular	Service category :	State Subordinate
Designation :	Assistant Section Officer	SDO Code :	
P F Type :	GPFKERALA	P F Number :	SWC277724
Date of joining in Gov. Service :	10/10/2001	Date of joining in the Department :	06/09/2002

Details of parent department, if currently on deputaion

Parent Department :		Parent Office :	
Designation :		Deputaion w.e.f :	
Deputaion Year :		Deputation Months :	
Order Number :		Order Date :	

Present Address

House No and Name: Nandanam
Street Name : Thazham North
Place : Chathannur P O, Kollam
Pin : 691572
State : Kerala
District : Kollam
Taluk : Kollam
Village : Meenadu
Phone Number : 9495432073
Home Town : kollam
E-mail Address : kumarkollam@rocketmail.com

Permanent Address

House No and Name: Murali Nivas
Street Name : Thazham North
Place : Chathannur P O, Kollam
Pin : 691572
State : Kerala
District : Kollam
Taluk : Kollam
Village : Meenadu
Phone Number : 9495432073
Mobile Number : 9495432073

Recruitment Details

Source:	PSC	Type:	General	Method:	Direct
Adv. memo No.:	QRI(1) 3682/97-(3)/PSKLM	Adv. Memo Date:	03/10/2001	SI No. in Memo:	0
App. order No:	E(5) 10653/98/A TVM dt 3/10/01,RIA(1) 2587/GW/PSC dt29/7/02,1067/ACC1/99/L eg	App. order Date:	02/09/2002	Entry Category:	State Subordinate
Is Dist. Recruit ?	Y	Selected District:			

Police Verification Details

Ref No. :		Ver Report Date:		Police Station:	
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Remarks :	
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Qualifications

Course Type	Course Name	Subject	University	Institution	Class Obtained	Reg No.	Year Of Pass
Graduation-Commerce	B.Com	Commerce	Kerala University		Passed	82110/A 96	1996
Type Writing	KGTE	Malayalam Hr	Board of Technical Education		Passed	25881/92	1992
Type Writing	KGTE	English Hr	Board of Technical Education		Passed	2613/91	1991
Matriculation	SSLC	General	Board of public examinations		Passed	330603	1989

Details Of Dependents

Name	Relationship	Date Of Birth
Balakrishanan Pillai	Father	
Vijayamma	Mother	

Departmental Tests Passed

Department	Test Name	Month	Year	Reg No.	Certificate No	Certificate Date
Legislature Secretariat	Account Test Lower (Paper-1)	1	2011	13273		
Legislature Secretariat	Account Test Lower	7	2007	5514		
Legislature Secretariat	Secretariat Manual	7	2010	5152		

Details of Training Programs Attended

Course Title	Sponsored By	Conducted By	City Name	Country	Qualification	Training From	Training To
Data Preparation And Computer Software	ITI Chanthanathoppe	ITI Chanthanathoppe	Chanthanathoppe	India	B.Com	01/08/1995	01/07/1996
DTP	KSAV And REprographic Centre TVM	KSAV And REprographic Centre TVM	TVM	India	B.Com	03/03/1999	02/06/1999

Previous Qualifying Services

Office	Post Held	Date From	Date To	Reason For Termination
DA(S.C.Unit) TVM	L.D. Typist	10/10/2001	05/09/2002	05/09/2002

Details of Declaration of Probation

Department	District	Office	Designation	With Effect From	Probation Order No	Probation Order Date
Legislature Secretariat	Thiruvananthapuram	Legislature Secretariat	Assistant	21/04/2014	14850/SA2/2014	06/05/2014
Legislature Secretariat	Thiruvananthapuram	Legislature Secretariat	Typist Grade -II	06/09/2004	12791/ACC3/04/Leg	27/09/2004

Details of Regularisation

Department	District	Office	Designation	Date of Entry	Order No	Order Date
Agriculture	Thiruvananthapuram	DIRECTORATE OF AGRICULTURE, THIRUVANATHAPURAM	LD Typist	10/10/2001	E(5) 10653/98/D Agri TVM	18/12/2001

Service Details

Department	Category	Date From	Date To	Office	Designation	Basic Pay	Remarks
Legislature Secretariat	State Subordinate	06/09/2002 FN	31/08/2003 AN	Legislature Secretariat	Typist Grade -II	3590	Joined duty on 6/9/02. NI wef 1/9/03.
Legislature Secretariat	State Subordinate	01/09/2003 FN	05/09/2004 AN	Legislature Secretariat	Typist Grade -II	3675	NI due to declaration wef 6/9/04.
Legislature Secretariat	State Subordinate	06/09/2004 FN	08/09/2004 AN	Legislature Secretariat	Typist Grade -II	3760	Promoted as Typist Gr.I wef 9/9/04 as per Ord No 9877/ACC1/04/ Leg dt 13/10/04.
Legislature Secretariat	State Subordinate	09/09/2004 FN	31/08/2005 AN	Legislature Secretariat	Typist Grade -I	7990	Promoted as Typist Gr.I wef 9/9/04 as per Ord No 9877/ACC1/04/ Leg dt 13/10/04.
Legislature Secretariat	State Subordinate	01/09/2005 FN	31/08/2006 AN	Legislature Secretariat	Typist Grade -I	8190	NI wef 1/9/06

Legislature Secretariat	State Subordinate	01/09/2006 FN	31/08/2007 FN	Legislature Secretariat	Typist Grade -I	8390	
Legislature Secretariat	State Subordinate	01/09/2007 FN	30/11/2007 AN	Legislature Secretariat	Typist Grade -I	8590	
Legislature Secretariat	State Subordinate	01/12/2007 FN	16/03/2008 AN	Legislature Secretariat	Typist - Senior Grade	9190	
Legislature Secretariat	State Subordinate	17/03/2008 FN	31/03/2008 AN	Legislature Secretariat	Typist Grade -I	8590	
Legislature Secretariat	State Subordinate	01/04/2008 FN	15/05/2008 AN	Legislature Secretariat	Typist - Senior Grade	9190	
Legislature Secretariat	State Subordinate	16/05/2008 FN	31/05/2008 AN	Legislature Secretariat	Typist Grade -I	8590	
Legislature Secretariat	Trainee	01/06/2008 FN	31/12/2008 AN	Legislature Secretariat	Typist - Senior Grade	9190	
Legislature Secretariat	State Subordinate	01/01/2009 FN	31/12/2009 AN	Legislature Secretariat	Typist - Senior Grade	9390	
Legislature Secretariat	State Subordinate	01/01/2010 FN	31/12/2010 AN	Legislature Secretariat	Typist - Senior Grade	17420	Pay Fixation
Legislature Secretariat	State Subordinate	01/01/2011 -	31/12/2011 -	Legislature Secretariat	Typist - Senior Grade	17860	
Legislature Secretariat	State Subordinate	01/01/2012 -	20/04/2012 AN	Legislature Secretariat	Typist - Senior Grade	18300	accounts a
Legislature Secretariat	State Subordinate	21/04/2012 -	31/12/2012 -	Legislature Secretariat	Assistant	18300	
Legislature Secretariat	State Subordinate	01/01/2013 -	31/12/2013 -	Legislature Secretariat	Assistant	18740	
Legislature Secretariat	State Subordinate	01/01/2014 -	30/06/2014 -	Legislature Secretariat	Assistant	19240	
Legislature Secretariat	State Subordinate	01/07/2014 FN	31/12/2014 AN	Legislature Secretariat	Assistant	38500	Pay Fixation
Legislature Secretariat	State Subordinate	01/01/2015 FN	05/12/2015 AN	Legislature Secretariat	Assistant	39500	Increment
Legislature Secretariat	State Subordinate	06/12/2015 FN	31/12/2015 AN	Legislature Secretariat	Assistant - Senior Grade	41500	Promotion
Legislature Secretariat	State Subordinate	01/01/2016 -	31/12/2016 -	Legislature Secretariat	Assistant - Senior Grade	42500	
Legislature Secretariat	State Subordinate	01/01/2017 -	31/12/2017 -	Legislature Secretariat	Assistant - Senior Grade	43600	
Legislature Secretariat	State Subordinate	01/01/2018 -	31/12/2018 -	Legislature Secretariat	Assistant - Senior Grade	44700	
Legislature Secretariat	State Subordinate	01/01/2019 -	30/06/2019 -	Legislature Secretariat	Assistant - Senior Grade	45800	
Legislature Secretariat	State Subordinate	01/07/2019 -	31/12/2019 -	Legislature Secretariat	Assistant - Senior Grade	63700	
Legislature Secretariat	State Subordinate	01/01/2020 -	31/12/2020 -	Legislature Secretariat	Assistant - Senior Grade	65200	
Legislature Secretariat	State Subordinate	01/01/2021 -	24/02/2021 -	Legislature Secretariat	Assistant - Senior Grade	66800	promotion

Disciplinary Actions												
Ref No	Ref date	Nature of charge	Enquiry officer	File No	Penalty	Penalty remarks	Penalty start date	Penalty order No	Penalty order date	Penalty revoke order date	Revoke order no	Revoke order date

Details of Award Received						
Department	District	Office	Nature Of Award	Purpose	Date Of Award	

Leave On Credit		
As On Date	Leave Type	Days On Credit
15/04/2011	Earned Leave	111.00
31/03/2013	Earned Leave	109.00
09/06/2014	Earned Leave	119.00
08/04/2015	Earned Leave	114.00
31/03/2016	Earned Leave	116.00
31/03/2017	Earned Leave	79.00
31/03/2018	Earned Leave	119.00
31/03/2019	Earned Leave	120.00

Leave Availed					
Leave Type	From Date	To Date	Purpose	Sanction No	Sanction By
Dies-Non	10/01/2002	10/01/2002			DS
Dies-Non	06/02/2002	17/02/2002			DS

Dies-Non	19/02/2002	08/03/2002			DS
Commutd Leave	05/11/2004	06/11/2004			US
Commutd Leave	17/11/2004	17/11/2004			US
Commutd Leave	22/11/2004	22/11/2004			US
Commutd Leave	25/11/2004	26/11/2004			US
Commutd Leave	08/12/2004	10/12/2004			US
Commutd Leave	16/12/2004	18/12/2004			US
Commutd Leave	31/12/2004	01/01/2005			US
Commutd Leave	12/01/2005	14/01/2005			US
Commutd Leave	01/02/2005	05/02/2005			US
Leave Without Allowance without MC (Rule 88)	21/04/2012	30/04/2012			

Encashment of Leave During Service				
As on date	No. of days	Amount	Sanction Order No	Sanction Date
01/07/2003	10	0		
18/10/2004	20	0		
20/04/2005	20	0		
25/04/2006	30	0		
09/04/2007	30	0		
20/01/2011	30	18367	145/2006	30/04/2011
01/04/2012	30	25163	G.O(MS)NO:539/2012/LEG	26/04/2012
01/04/2013	30	28363	485/2013/leg	17/04/2013
10/06/2014	30	34475	922/2014	12/06/2014
09/04/2015	30	36722	475/2015	18/04/2015
01/04/2016	30	47450	558/2016	18/04/2016
01/04/2017	30	51782	579/2017/Nise	07/04/2017
01/04/2018	30	53908	543/2018	09/04/2018
01/04/2019	30	55620	499/2019	06/04/2019

Nominations for PF, Pensionary and other claims					
Benefit Name	Nominee name	Nominee address	Relationship	Invalid on the happening of	Amount Portion
G.P.F	Vijyamma Amma	Murali Nivas, Thazhan North, Chathannur P O, Kollam	Mother		Full
Group Insurance	Vijyamma Amma	Murali Nivas, Thazhan North, Chathannur P O, Kollam	Mother		Full

Annual Performance Report submission details			
Period from	Period To	Submitted(Y/ N)	Submitted Date

Annual Property Return submission details			
Period from	Period To	Submitted(Y/ N)	Submitted date

Details of official accommodation availed (Quarters)						
Station	From date	To date	Is Eligible for HRA	Address	Sanction No	Sanction date

Details of disbursement of loans like HBA, MCA, GPF advance etc.						
Loan Item	Instalment No.	Disbursement date	Amount	Order number	Order date	

Details of current Loans/ Advance Recovery									
Loan Item	Loan Acc No	Loan Amount	Instalment Amount	No.of Instalments	Last Instalment No.	Amount already paid	Status	Freeze Recovery	Principal or Interest
Festival Advance(002)	FestAdv082021	15000	3000	5	4	12000		N	P

Details of benefits like GPF, GI, SLI, FBS, D.C.R.G, Pension etc						
Benefit Type	Identifying No.	Sum Assured	Subscription	Risk Effect From	Maturity Date	
G.P.F	SWC 277724		600			
Group Insurance	NIL		100			
S.L.I	720302471		150			

Present Salary Details					
Basic Pay:	70000	Bill type:	ASO	Acquittance Group:	ASSISTANTS A
Last Change Date:	25/02/2021	Next Incr. Date:	01/01/2022		
Credit To Bank:	Y	Bank:		Account No.:	799012600149384

Additional Pay and Allowances		
Description	Amount	W.E.Date

Deductions and Recoveries			
SINo.	Deduction	Amount	Details
0	State Life Insurance-sub(129)	150	150
1	State Life Insurance-sub(129)	300	300
2	State Life Insurance-sub(129)	400	400
3	State Life Insurance-sub(129)	700	700
1	Income tax(311)	13000	13000
1	Group Insurance Scheme(324)	800	800
0	GPAI Scheme(375)	500	500
1	GPF - Monthly Sub.(701)	5000	5000
1	Arrear to PF(709)	119560	119560
1	Ocki Relief Fund Contribution	500	500
0	Profession Tax(777)	1250	1250

Government of Kerala
Service and Payroll Administrative Repository for Kerala
Employee Data Sheet

PEN : 176678 **Name :** Ajith Johney



Personal Memoranda

Sex :	M	Nationality :	India
Date of birth :	29/12/1970	Date of superannuation :	31/12/2026
Father's Name:	Johney C G	Mother's Name:	Mary Johney
Blood group :	O+	Religion :	Christian
Caste :	Latin Catholic	Category(SC/ST/OBC/OC/GEN) :	Gen
Ex-service Men(Yes/No):	N	Physically handicapped(Yes/No) :	N
If Yes, Nature of Hanicap:			
PAN Number :	AELPJ6132R	Ration Card No:	1421010855
Voter Id Card No:	KL16109429455	Marital Status :	M
Spouse's Name :	Prameela Ajith	Is Inter Religion / Caste(Yes/No) :	N
Spouse's Religion:	Christian	Spouse's Caste :	LC
Is Spouse Employed(Yes/No):	Y	Spouse Employed In :	Education Dept.
Identification Marks 1 :	A black mole on the right fore arm		
2 :	A black mole in front of the neck		
Height(cm) :	163		

Present Service Details

Department :	Legislature Secretariat	Office :	Legislature Secretariat
Section :		Seat No :	
Employment Type :	Regular	Service category :	State Subordinate
Designation :	Assistant Section Officer	SDO Code :	
P F Type :	GPFKERALA	P F Number :	AJ271645
Date of joining in Gov. Service :	29/09/2001	Date of joining in the Department :	11/09/2002

Details of parent department, if currently on deputaion

Parent Department :		Parent Office :	
Designation :		Deputaion w.e.f :	
Deputaion Year :		Deputation Months :	
Order Number :		Order Date :	

Present Address

House No and Name: Santhi Bhavan
Street Name : Cherukole
Place : Mavelikkara, Alepppey
Pin : 690104
State : Kerala
District : Alappuzha
Taluk : Mavelikkara
Village : Chennithala
Phone Number : 04712512416
Home Town : mavelikkara
E-mail Address : johneyajith29dec@gmail.com

Permanent Address

House No and Name: Santhi Bhavan
Street Name : Cherukole
Place : Mavelikkara, Alepppey
Pin : 690104
State : Kerala
District : Alappuzha
Taluk : Mavelikkara
Village : Chennithala
Phone Number : 04712512416
Mobile Number : 8547619018

Recruitment Details

Source:	PSC	Type:	General	Method:	Direct
Adv. memo No.:	PIIR 4255/01/PSC PKD	Adv. Memo Date:	09/08/2001	SI No. in Memo:	1
App. order No:	38415/200/DC PKd18/9/01,WI(2)2602/97(1)/PSC WYD17/10/01,RIA(1)2587/ GW/PSC/29/7/02,10672/A CC1/99/Leg	App. order Date:	02/09/2002	Entry Category:	State Subordinate
Is Dist. Recruit ?	Y	Selected District:	Thiruvananthapuram		

Police Verification Details					
Ref No. :		Ver Report Date:		Police Station:	
Remarks :					

Qualifications							
Course Type	Course Name	Subject	University	Institution	Class Obtained	Reg No.	Year Of Pass
Graduation-Arts	B.A	Economics	Kerala University		Passed	16517/	1993
Certificate	Survey Test Lower	Survey Test Lower	Govt of Kerala		Passed		1997
Type Writing	KGTE	Malayalam Lr	Board of Technical Education		Passed	57651/95	1995
Type Writing	KGTE	Malayalam Hr	Board of Technical Education		Passed	14394/95	1995
Type Writing	KGTE	English Lower	Board of Technical Education		Passed	24030	1990
Type Writing	KGTE	English Hr	Board of Technical Education		Passed	29052/91	1991
Matriculation	SSLC	General	Board of public examinations		Passed	121992	1986

Details Of Dependents		
Name	Relationship	Date Of Birth
JEWEL ANTO	Son	28/02/2007
JOICE MARY	Daughter	25/06/2003
PRAMEELA ANTONY	Wife	

Departmental Tests Passed							
Department	Test Name	Month	Year	Reg No.	Certificate No	Certificate Date	
Legislature Secretariat	Account Test Lower (Paper-1)	10	2001	27403	25625/10	03/01/2011	
Legislature Secretariat	Secretariat Manual	7	2010	1014	25626/10	03/01/2011	

Details of Training Programs Attended							
Course Title	Sponsored By	Conducted By	City Name	Country	Qualification	Training From	Training To

Previous Qualifying Services					
Office	Post Held	Date From	Date To	Reason For Termination	
Tahsildar Alathur	Village Man	29/09/2001	12/11/2001	12/11/2001	
JM S Bathery(Appd C/8612/01/CJM dt23/10/01)	LD Typist	13/11/2001	10/09/2002	10/09/2002	

Details of Declaration of Probation						
Department	District	Office	Designation	With Effect From	Probation Order No	Probation Order Date
Legislature Secretariat	Thiruvananthapuram	Legislature Secretariat	Assistant	12/06/2013	15348/SA2/2013/LEG	21/06/2013
Legislature Secretariat	Thiruvananthapuram	Legislature Secretariat	Typist Grade -II	26/10/2004	14509/ACC3/2004/Leg	09/11/2004

Details of Regularisation						
Department	District	Office	Designation	Date of Entry	Order No	Order Date

Service Details							
Department	Category	Date From	Date To	Office	Designation	Basic Pay	Remarks
Legislature Secretariat	State Subordinate	11/09/2002 FN	31/08/2003 AN	Legislature Secretariat	Typist Grade -II	3590	Joined duty on 11/9/02
Legislature Secretariat	State Subordinate	01/09/2003 FN	25/10/2004 AN	Legislature Secretariat	Typist Grade -II	3675	NI due to declaration wef 26/10/04
Legislature Secretariat	State Subordinate	26/10/2004 FN	30/11/2004 AN	Legislature Secretariat	Typist Grade -II	3760	Promoted as Typist Gr.I wef 1/12/04 as per Ord No 9877/ACC1/04/ Leg dt 8/12/04.

Legislature Secretariat	State Subordinate	01/12/2004 FN	30/11/2005 AN	Legislature Secretariat	Typist Grade -I	7990	Promoted as Typist Gr.I wef 1/12/04 as per Ord No 9877/ACC1/04/ Leg dt 8/12/04.Pay rev wef 1/12/04 as per Ord No GO(P)/145/06/F in dt 25/3/06.
Legislature Secretariat	State Subordinate	01/12/2005 FN	30/11/2006 AN	Legislature Secretariat	Typist Grade -I	8190	NI wef 1/12/06
Legislature Secretariat	State Subordinate	01/12/2006 FN	30/06/2008 AN	Legislature Secretariat	Typist Grade -I	8390	
Legislature Secretariat	State Subordinate	01/07/2008 -	31/03/2009 -	Legislature Secretariat	Typist - Senior Grade	9190	
Legislature Secretariat	State Subordinate	01/04/2009 -	30/06/2009 -	Legislature Secretariat	Typist - Senior Grade	9390	
Legislature Secretariat	State Subordinate	01/07/2009 FN	30/06/2010 AN	Legislature Secretariat	Typist - Senior Grade	16980	Pay Fixation
Legislature Secretariat	State Subordinate	01/07/2010 -	30/06/2011 -	Legislature Secretariat	Assistant	17420	
Legislature Secretariat	State Subordinate	01/07/2011 -	30/06/2012 -	Legislature Secretariat	Assistant	17860	
Legislature Secretariat	State Subordinate	01/07/2012 FN	30/06/2013 AN	Legislature Secretariat	Assistant - Senior Grade	18300	
Legislature Secretariat	State Subordinate	01/07/2013 -	30/06/2014 -	Legislature Secretariat	Assistant - Senior Grade	19740	
Legislature Secretariat	State Subordinate	01/07/2014 FN	30/06/2015 AN	Legislature Secretariat	Assistant - Senior Grade	40500	Pay Fixation
Legislature Secretariat	State Subordinate	01/07/2015 -	30/06/2016 -	Legislature Secretariat	Assistant - Senior Grade	41500	
Legislature Secretariat	State Subordinate	01/07/2016 -	30/06/2017 -	Legislature Secretariat	Assistant - Senior Grade	42500	
Legislature Secretariat	State Subordinate	01/07/2017 -	30/06/2018 -	Legislature Secretariat	Assistant - Senior Grade	43600	
Legislature Secretariat	State Subordinate	01/07/2018 -	30/06/2019 -	Legislature Secretariat	Assistant - Senior Grade	44700	
Legislature Secretariat	State Subordinate	01/07/2019 -	17/08/2019 -	Legislature Secretariat	Assistant - Senior Grade	63700	Promotion
Legislature Secretariat	State Subordinate	18/08/2019 -	30/06/2020 -	Legislature Secretariat	Assistant Section Officer	66800	
Legislature Secretariat	State Subordinate	01/07/2020 -	30/06/2021 -	Legislature Secretariat	Assistant Section Officer	68400	

Disciplinary Actions

Ref No	Ref date	Nature of charge	Enquiry officer	File No	Penalty	Penalty remarks	Penalty start date	Penalty order No	Penalty order date	Penalty revoke order date	Revoke order no	Revoke order date

Details of Award Received

Department	District	Office	Nature Of Award	Purpose	Date Of Award

Leave On Credit

As On Date	Leave Type	Days On Credit
29/08/2010	Earned Leave	52.00
27/07/2011	Earned Leave	51.00
05/09/2012	Earned Leave	56.00
01/04/2013	Earned Leave	45.00
31/03/2014	Earned Leave	46.00
31/03/2015	Earned Leave	49.00
31/03/2016	Earned Leave	51.00
31/03/2017	Earned Leave	84.00
31/03/2018	Earned Leave	56.00
11/04/2019	Earned Leave	59.00

Leave Availed

Leave Type	From Date	To Date	Purpose	Sanction No	Sanction By
Dies-Non	06/02/2002	07/02/2002			JM
Dies-Non	09/02/2002	13/02/2002			JM
Dies-Non	15/02/2002	08/03/2002			JM
Earned Leave	26/10/2002	26/10/2002			US

Earned Leave	13/12/2002	13/12/2002			US
Earned Leave	26/12/2002	26/12/2002			US
Earned Leave	27/12/2002	28/12/2002			US
Earned Leave	24/06/2003	28/06/2003			US
Earned Leave	06/11/2003	06/11/2003			US
Earned Leave	11/11/2003	11/11/2003			US
Earned Leave	17/11/2003	18/11/2003			US
Earned Leave	24/11/2003	24/11/2003			US
Earned Leave	08/12/2003	09/12/2003			US
Earned Leave	26/12/2003	27/12/2003			US
Earned Leave	25/05/2004	29/05/2004			US
Earned Leave	01/06/2004	05/06/2004			US
Commuted Leave	23/12/2004	24/12/2004			US
Commuted Leave	03/01/2005	05/01/2005			US
Commuted Leave	15/02/2005	07/03/2005			US
Earned Leave	08/03/2005	11/03/2005			US
Commuted Leave	19/05/2005	20/05/2005			US
Earned Leave	25/05/2005	26/05/2005			US
Earned Leave	22/06/2005	23/06/2005			US
Earned Leave	12/09/2005	13/09/2005			US
Commuted Leave	07/12/2005	09/12/2005			US
Commuted Leave	22/03/2006	23/03/2006			US
Commuted Leave	21/11/2006	28/11/2006			US
Dies-Non	17/02/2009	17/02/2009			us
Leave Without Allowance without MC (Rule 88)	12/05/2011	31/05/2011			

Encashment of Leave During Service				
As on date	No. of days	Amount	Sanction Order No	Sanction Date
15/01/2003	10	0		
01/04/2004	10	0		
10/12/2004	10	0		
05/12/2005	20	0		
19/05/2006	30	0		
08/09/2010	30	17790	16702/acc3/09/leg	09/09/2010
28/07/2011	30	23336	936/2011	09/08/2011
06/09/2012	30	26444	GO (MS) 1134/2012/LEG	15/09/2012
02/04/2013	30	27725	485/2013/leg	17/04/2013
01/04/2014	30	33366	570/2014	09/04/2014
01/04/2015	30	37622	446/2015	10/04/2015
01/04/2016	30	46390	558/2016	18/04/2016
01/04/2017	30	50000	579/2017/Nise	07/04/2017
01/04/2018	30	52654	543/2018	09/04/2018
12/04/2019	30	56590	562/2019	25/04/2019
10/02/2021	30	61990	236/2021	16/02/2021

Nominations for PF, Pensionary and other claims					
Benefit Name	Nominee name	Nominee address	Relationship	Invalid on the happening of	Amount Portion
G.P.F	Prameela Ajith	Santhi Bhavan, Cherukole, Mavelikkara, Alepppey	Wife		Full

Annual Performance Report submission details			
Period from	Period To	Submitted(Y/ N)	Submitted Date

Annual Property Return submission details			
Period from	Period To	Submitted(Y/ N)	Submitted date

Details of official accommodation availed (Quarters)						
Station	From date	To date	Is Eligible for HRA	Address	Sanction No	Sanction date

Details of disbursement of loans like HBA, MCA, GPF advance etc.						
Loan Item	Instalment No.	Disbursement date	Amount	Order number	Order date	

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Details of current Loans/ Advance Recovery									
Loan Item	Loan Acc No	Loan Amount	Instalment Amount	No.of Instalments	Last Instalment No.	Amount already paid	Status	Freeze Recovery	Principal or Interest

Details of benefits like GPF, GI, SLI, FBS, D.C.R.G, Pension etc					
Benefit Type	Identifying No.	Sum Assured	Subscription	Risk Effect From	Maturity Date
G.P.F	AJ 271645		600	01/07/2002	
Group Insurance	NIL		100		
S.L.I	390255049		150		

Present Salary Details					
Basic Pay:	70000	Bill type:	ASO	Acquittance Group:	ASSISTANTS A
Last Change Date:	01/07/2021	Next Incr. Date:	01/07/2022		
Credit To Bank:	Y	Bank:		Account No.:	799012600149389

Additional Pay and Allowances		
Description	Amount	W.E.Date

Deductions and Recoveries			
SINo.	Deduction	Amount	Details
0	State Life Insurance-sub(129)	150	150
1	State Life Insurance-sub(129)	1000	1000
2	State Life Insurance-sub(129)	150	150
1	LIC Premium(303)	766	766
2	LIC Premium(303)	745	745
1	Income tax(311)	12000	12000
1	Group Insurance Scheme(324)	800	800
0	GPAI Scheme(375)	500	500
0	GPF - Monthly Sub.(701)	7000	7000
1	Arrear to PF(709)	131097	131097
1	Ocki Relief Fund Contribution	1000	1000
0	Profession Tax(777)	1250	1250

Government of Kerala
Service and Payroll Administrative Repository for Kerala
Employee Data Sheet

PEN : 176726 **Name :** Biju V



Personal Memoranda

Sex :	M	Nationality :	India
Date of birth :	15/03/1974	Date of superannuation :	31/03/2030
Father's Name:	Viswambaran	Mother's Name:	Devayani
Blood group :		Religion :	Hindu
Caste :	Viswakarma	Category(SC/ST/OBC/OC/GEN) :	OBC
Ex-service Men(Yes/No):	N	Physically handicapped(Yes/No) :	N
If Yes, Nature of Hanicap:			
PAN Number :	BMYPB6121J	Ration Card No:	1418013342
Voter Id Card No:	KL15100261236	Marital Status :	M
Spouse's Name :	Rajani	Is Inter Religion / Caste(Yes/No) :	N
Spouse's Religion:		Spouse's Caste :	
Is Spouse Employed(Yes/No):	N	Spouse Employed In :	
Identification Marks 1 :	A mole on the little finger of the left hand		
2 :	A mole on the cheek near the right ear		
Height(cm) :	150		

Present Service Details

Department :	Legislature Secretariat	Office :	Legislature Secretariat
Section :		Seat No :	
Employment Type :	Regular	Service category :	State Subordinate
Designation :	Assistant Section Officer	SDO Code :	
P F Type :	GPFKERALA	P F Number :	P&L353513
Date of joining in Gov. Service :	01/03/2006	Date of joining in the Department :	01/03/2006

Details of parent department, if currently on deputaion

Parent Department :		Parent Office :	
Designation :		Deputaion w.e.f :	
Deputaion Year :		Deputation Months :	
Order Number :		Order Date :	

Present Address

House No and Name: Kannamangalam
Street Name : A N Puram South
Place : Near KSHB, Alapuzha
Pin : 688011
State : Kerala
District : Alappuzha
Taluk : Ambalappuzha
Village : Mullakkal
Phone Number : 04772237312
Home Town : Alappuzha
E-mail Address : biju.v.sec@gmail.com

Permanent Address

House No and Name: Kannamangalam
Street Name : A N Puram South
Place : Near KSHB, Alapuzha
Pin : 688011
State : Kerala
District : Alappuzha
Taluk : Ambalappuzha
Village : Mullakkal
Phone Number : 04772237312
Mobile Number : 9496332848

Recruitment Details

Source:	PSC	Type:	General	Method:	Direct
Adv. memo No.:	L.No.RIA(1)2469/2006/GW	Adv. Memo Date:	07/02/2006	SI No. in Memo:	0
App. order No:	Or.No.6539/ACA4/2006/Le g/dt.17/02/2006, Or.No.6539/ACA4/2006/Le g	App. order Date:	09/03/2006	Entry Category:	State Subordinate
Is Dist. Recruit ?	N	Selected District:			

Police Verification Details

Ref No. :		Ver Report Date:		Police Station:	
Remarks :					

Qualifications							
Course Type	Course Name	Subject	University	Institution	Class Obtained	Reg No.	Year Of Pass
Graduation-Science	BSC	Zoology	University of Kerala		Passed	146435	1995
Graduation-Education	BEd	Naturalscience	UNIVERSITY OF KERALA	ARYAD BEd COLLEGE	First Class		1998
Post Graduation-Management	MBA	FINANCE	M. G . UNIVERSITY	St. Aloysious college Edathua	Passed		2011
Post Graduation-Others	MA	ENGLISH	UNIVERSITY OF KERALA		Second Class		2000
Matriculation	SSLC	General	Board of Public Examinations		Passed	49640	1990

Details Of Dependents		
Name	Relationship	Date Of Birth

Departmental Tests Passed							
Department	Test Name	Month	Year	Reg No.	Certificate No	Certificate Date	
Legislature Secretariat	Account Test Higher (Paper-4)	6	2006	277	27635/06		
Legislature Secretariat	Account Test Higher (Paper-3)	6	2006	277	27635/06		
Legislature Secretariat	Account Test Higher (Paper-2)	6	2006	277	27635/06		
Legislature Secretariat	Account Test Higher (Paper-1)	6	2006	277	27635/06		
Legislature Secretariat	Account Test Lower (Paper-4)	6	2006	277	27634/06		
Legislature Secretariat	Account Test Lower (Paper-3)	6	2006	277	27634/06		
Legislature Secretariat	Account Test Lower (Paper-2)	6	2006	277	27634/06		
Legislature Secretariat	Account Test Lower (Paper-1)	6	2006	277	27634/06		
Legislature Secretariat	Secretariat Manual	6	2006	277	27636/06		

Details of Training Programs Attended							
Course Title	Sponsored By	Conducted By	City Name	Country	Qualification	Training From	Training To

Previous Qualifying Services					
Office	Post Held	Date From	Date To	Reason For Termination	

Details of Declaration of Probation						
Department	District	Office	Designation	With Effect From	Probation Order No	Probation Order Date
Legislature Secretariat	Thiruvananthapuram	Legislature Secretariat	Assistant	01/03/2008	8206/MAC/2008/leg	28/03/2008

Details of Regularisation						
Department	District	Office	Designation	Date of Entry	Order No	Order Date
Legislature Secretariat	Thiruvananthapuram	Legislature Secretariat	Assistant Grade-II	01/03/2006	Or.No.6539/ACA4/2006/Leg	25/05/2006

Service Details							
Department	Category	Date From	Date To	Office	Designation	Basic Pay	Remarks
Legislature Secretariat	State Subordinate	01/03/2006 FN	28/02/2010 AN	Legislature Secretariat	Assistant	7990	Joined duty on 01/03/06. Pay rev wef 1/3/06 as per GO(P)145/Fin/d t.25/03/06. NI wef 1/03/07
Administration of Justice-Judiciary	State Subordinate	01/03/2010 FN	28/02/2011 AN	DIRECTORATE OF PROSECUTION, ERNAKULAM	Senior Grade Assistant	16980	Pay Fixation
Legislature Secretariat	State Subordinate	01/03/2014 FN	30/06/2014 AN	Legislature Secretariat	Assistant Section Officer	19740	
Legislature Secretariat	State Subordinate	01/07/2014 FN	28/02/2015 AN	Legislature Secretariat	Assistant Section Officer	39500	Pay Fixation
Legislature Secretariat	State Subordinate	01/03/2015 FN	29/02/2016 AN	Legislature Secretariat	Assistant Section Officer	40500	
Legislature Secretariat	State Subordinate	01/03/2016 -	28/02/2017 -	Legislature Secretariat	Assistant Section Officer	41500	

Disciplinary Actions

Ref No	Ref date	Nature of charge	Enquiry officer	File No	Penalty	Penalty remarks	Penalty start date	Penalty order No	Penalty order date	Penalty revoke order date	Revoke order no	Revoke order date

Details of Award Received												
Department		District		Office		Nature Of Award		Purpose		Date Of Award		

Leave On Credit		
As On Date	Leave Type	Days On Credit
03/04/2015	Earned Leave	50.00
31/03/2016	Earned Leave	53.00
31/03/2017	Earned Leave	50.00

Leave Aailed					
Leave Type	From Date	To Date	Purpose	Sanction No	Sanction By
Leave Without Allowance without MC (Rule 88)	07/12/2017	31/12/2017	Personal	123/2017	

Encashment of Leave During Service				
As on date	No. of days	Amount	Sanction Order No	Sanction Date
08/05/2007	23	0		
04/04/2015	30	37622	446/2015	10/04/2015
01/04/2016	30	46390	558/2016	18/04/2016
01/04/2017	30	50000	579/2017/Nise	07/04/2017

Nominations for PF, Pensionary and other claims					
Benefit Name	Nominee name	Nominee address	Relationship	Invalid on the happening of	Amount Portion
G.P.F	Devayani P K	Kannamangalam, A N Puram South, Near KSHB, Alapuzha	Mother		Full

Annual Performance Report submission details			
Period from	Period To	Submitted(Y/ N)	Submitted Date

Annual Property Return submission details			
Period from	Period To	Submitted(Y/ N)	Submitted date

Details of official accommodation availed (Quarters)						
Station	From date	To date	Is Eligible for HRA	Address	Sanction No	Sanction date

Details of disbursement of loans like HBA, MCA, GPF advance etc.					
Loan Item	Instalment No.	Disbursement date	Amount	Order number	Order date

Details of current Loans/ Advance Recovery									
Loan Item	Loan Acc No	Loan Amount	Instalment Amount	No.of Instalments	Last Instalment No.	Amount already paid	Status	Freeze Recovery	Principal or Interest
Festival Advance(002)	FestAdv	15000	3000	5	3	9000		N	P
GPF Loan Repayment(8 01)	P&L353513	212400	5900	36	24	141600		Y	P

Details of benefits like GPF, GI, SLI, FBS, D.C.R.G, Pension etc						
Benefit Type	Identifying No.		Sum Assured	Subscription	Risk Effect From	Maturity Date
G.P.F	P&L 353513			600	01/03/2007	
L.I.C.	392375868			562		

Present Salary Details					
Basic Pay:	42500	Bill type:	SDO	Acquittance Group:	ASSISTANTS A

Last Change Date:	01/03/2017	Next Incr. Date:	01/03/2020		
Credit To Bank:	Y	Bank:		Account No.:	799012600149400

Additional Pay and Allowances		
Description	Amount	W.E.Date

Deductions and Recoveries			
SINo.	Deduction	Amount	Details
1	Excess Pay Drawn(000)	665	665
0	State Life Insurance-sub(129)	300	300
3	State Life Insurance-sub(129)	500	500
0	LIC Premium(303)	562	562
1	LIC Premium(303)	1151	1151
1	Income tax(311)	600	600
0	Group Insurance Scheme(324)	400	400
0	GPAI Scheme(375)	400	400
0	GPF - Monthly Sub.(701)	7000	7000
1	Arrear to PF(709)	2510	2510

Government of Kerala
Service and Payroll Administrative Repository for Kerala
Employee Data Sheet

PEN : 200866 **Name :** Saritha S



Personal Memoranda

Sex :	F	Nationality :	India
Date of birth :	02/03/1971	Date of superannuation :	31/03/2027
Father's Name:	Sahadevan S	Mother's Name:	Sakunthala J
Blood group :	O+	Religion :	Hindu
Caste :	Ezhava	Category(SC/ST/OBC/OC/GEN) :	OBC
Ex-service Men(Yes/No):	N	Physically handicapped(Yes/No) :	N
If Yes, Nature of Hanicap:			
PAN Number :	DBFPS5975F	Ration Card No:	1102029325
Voter Id Card No:	KI20134081529	Marital Status :	M
Spouse's Name :	Shabu V	Is Inter Religion / Caste(Yes/No) :	N
Spouse's Religion:	Hindu	Spouse's Caste :	Ezhava
Is Spouse Employed(Yes/No):	Y	Spouse Employed In :	Excise Dept.
Identification Marks 1 :	A black mole on the right fore arm		
2 :	A black mole on the left shoulder		
Height(cm) :	165		

Present Service Details

Department :	Legislature Secretariat	Office :	Legislature Secretariat
Section :		Seat No :	
Employment Type :	Regular	Service category :	State Subordinate
Designation :	Assistant Section Officer	SDO Code :	
P F Type :	GPFKERALA	P F Number :	IND274181
Date of joining in Gov. Service :	08/01/2001	Date of joining in the Department :	27/11/2001

Details of parent department, if currently on deputaion

Parent Department :		Parent Office :	
Designation :		Deputaion w.e.f :	
Deputaion Year :		Deputation Months :	
Order Number :		Order Date :	

Present Address

House No and Name: TC 3/765-1 Sreenikunjam
Street Name : Kuttikkattu
Place : Muttada P O
Pin : 695025
State : Kerala
District : Thiruvananthapuram
Taluk : Thiruvananthapuram
Village : Kavadiyar
Phone Number : 04712541710
Home Town : Trivandrum
E-mail Address : sarithasdev9@gmail.com

Permanent Address

House No and Name: Kuttikkadu puthen veedu
Street Name : Muttada P O
Place : Tvp-m-25
Pin : 695025
State : Kerala
District : Thiruvananthapuram
Taluk : Thiruvananthapuram
Village : Kavadiyar
Phone Number : 04712541710
Mobile Number : 9496038906

Recruitment Details

Source:	PSC	Type:	General	Method:	Direct
Adv. memo No.:	RIA(1)8803/10/GW(3)	Adv. Memo Date:	01/02/2011	SI No. in Memo:	1
App. order No:	12163/AcA4/2011/leg	App. order Date:	21/02/2011	Entry Category:	State Subordinate
Is Dist. Recruit ?	N	Selected District:			

Police Verification Details

Ref No. :		Ver Report Date:		Police Station:	
Remarks :					

Qualifications

Course Type	Course Name	Subject	University	Institution	Class Obtained	Reg No.	Year Of Pass
Graduation-Science	BSC	GENERAL	KERALA		Passed	10361	1991
Certificate	PC SOFTWARE	PC SOFTWARE	INSTITUTE OF MANAGEMENT IN GOVT		Passed		0
Higher Secondary (Plus 2)	PDC	GENERAL	KERALA		Passed	10333	1988
Post Graduation-Arts	MA	GENERAL	KERALA		Passed	225	1993
Matriculation	SSLC	GENERAL	BOARD OF PUBLIC EXAMINATIONS		Passed	250279	1986

Details Of Dependents		
Name	Relationship	Date Of Birth
Hridhya S S	Daughter	07/09/2012
J Sakunthala	Mother	28/04/1949

Departmental Tests Passed						
Department	Test Name	Month	Year	Reg No.	Certificate No	Certificate Date
Industries & Commerce	Account Test (Higher)	12	2001	1929	9882/02	02/09/2002
Industries & Commerce	Account Test (Lower)	12	2001	1929	9881/02	02/09/2002
Industries & Commerce	Manual of Office Procedure	12	2001	1929	9880	02/09/2002
Legislature Secretariat	Secretariat Manual	7	2011	10441	3580/12	

Details of Training Programs Attended							
Course Title	Sponsored By	Conducted By	City Name	Country	Qualification	Training From	Training To
OFFICE AUTOMATION(MS OFFICE 2000)&INTERNET	DIC,TVPM	IMG	TVPM	India	MA	17/10/2002	30/10/2002

Previous Qualifying Services					
Office	Post Held	Date From	Date To	Reason For Termination	
CB CID HQ,TVPM	LDC	08/01/2001	26/11/2001	26/11/2001	

Details of Declaration of Probation						
Department	District	Office	Designation	With Effect From	Probation Order No	Probation Order Date
Industries & Commerce	Thiruvananthapuram	DISTRICT INDUSTRIES CENTRE TVPM	Clerk	29/12/2003	EA1/1314/04	16/03/2004
Legislature Secretariat	Thiruvananthapuram	Legislature Secretariat	Assistant	25/02/2013	12624/SA2/2013/LEG	21/03/2013

Details of Regularisation						
Department	District	Office	Designation	Date of Entry	Order No	Order Date
Police	Thiruvananthapuram	CRIME BRANCH HEAD QUARTER, THIRUVANANTHAPURAM	Clerk	08/01/2001	SO No 265/98	31/10/2001
Legislature Secretariat	Thiruvananthapuram	Legislature Secretariat	Assistant	25/02/2011	12521/(ACA4)/2012/Le g	01/03/2012

Service Details							
Department	Category	Date From	Date To	Office	Designation	Basic Pay	Remarks
Industries & Commerce	State Subordinate	27/11/2001 FN	31/12/2001 AN	DISTRICT INDUSTRIES CENTRE TVPM	Clerk	3050	Interdepartment ally transfered from CBCID HQ,TVPM TO DIC,TVPM IN THE SCALE OF RS.3050-5230
Industries & Commerce	State Subordinate	01/01/2002 FN	31/12/2002 AN	DISTRICT INDUSTRIES CENTRE TVPM	Clerk	3125	INCREMENT
Industries & Commerce	State Subordinate	01/01/2003 FN	31/12/2003 AN	DISTRICT INDUSTRIES CENTRE TVPM	Clerk	3200	INCREMENT
Industries & Commerce	State Subordinate	01/01/2004 FN	11/01/2005 AN	DISTRICT INDUSTRIES CENTRE TVPM	Clerk	3275	PAY REVISED WEF 12/1/05 SCALE RS.4990-7990/-

Industries & Commerce	State Subordinate	12/01/2005 FN	31/12/2005 AN	DISTRICT INDUSTRIES CENTRE TVPM	Clerk	5930	PAY REVISED WEF 12/1/05 SCALE RS.4990-7990/-
Industries & Commerce	State Subordinate	01/01/2006 FN	31/12/2006 AN	DISTRICT INDUSTRIES CENTRE TVPM	Clerk	6080	INCREMENT
Industries & Commerce	State Subordinate	01/01/2007 FN	30/06/2009 AN	DISTRICT INDUSTRIES CENTRE TVPM	Clerk	6230	INCREMENT
Legislature Secretariat	State Subordinate	01/07/2009 FN	30/06/2010 AN	Legislature Secretariat	Assistant	13900	Pay Fixation
Legislature Secretariat	State Subordinate	01/07/2010 FN	30/06/2011 AN	Legislature Secretariat	Assistant	14260	
Legislature Secretariat	State Subordinate	01/07/2011 FN	30/06/2012 AN	Legislature Secretariat	Assistant	14260	
Legislature Secretariat	State Subordinate	01/07/2012 FN	24/02/2013 AN	Legislature Secretariat	Assistant	14620	
Legislature Secretariat	State Subordinate	25/02/2013 -	26/02/2013 -	Legislature Secretariat	Assistant	14980	
Legislature Secretariat	State Subordinate	27/02/2013 -	31/01/2014 -	Legislature Secretariat	Assistant - Senior Grade	16180	
Legislature Secretariat	State Subordinate	01/02/2014 -	30/06/2014 -	Legislature Secretariat	Assistant - Senior Grade	16580	
Legislature Secretariat	State Subordinate	01/07/2014 FN	31/01/2015 AN	Legislature Secretariat	Assistant - Senior Grade	33100	Pay Fixation
Legislature Secretariat	State Subordinate	01/02/2015 FN	31/01/2016 AN	Legislature Secretariat	Assistant - Senior Grade	33900	Increment
Legislature Secretariat	State Subordinate	01/02/2016 -	31/01/2017 -	Legislature Secretariat	Assistant - Senior Grade	34800	
Legislature Secretariat	State Subordinate	01/02/2017 -	31/01/2018 -	Legislature Secretariat	Assistant - Senior Grade	35700	
Legislature Secretariat	State Subordinate	01/02/2018 -	31/07/2018 -	Legislature Secretariat	Assistant - Senior Grade	36600	Promotion
Legislature Secretariat	State Subordinate	01/08/2018 -	31/01/2019 -	Legislature Secretariat	Assistant Section Officer	38500	
Legislature Secretariat	State Subordinate	01/02/2019 -	30/06/2019 -	Legislature Secretariat	Assistant Section Officer	39500	
Legislature Secretariat	State Subordinate	01/07/2019 -	31/01/2020 -	Legislature Secretariat	Assistant Section Officer	55200	
Legislature Secretariat	State Subordinate	01/02/2020 -	31/01/2021 -	Legislature Secretariat	Assistant Section Officer	56500	

Disciplinary Actions

Ref No	Ref date	Nature of charge	Enquiry officer	File No	Penalty	Penalty remarks	Penalty start date	Penalty order No	Penalty order date	Penalty revoke order date	Revoke order no	Revoke order date

Details of Award Received

Department	District	Office	Nature Of Award	Purpose	Date Of Award

Leave On Credit		
As On Date	Leave Type	Days On Credit
06/06/2011	Earned Leave	137.00
26/04/2012	Earned Leave	137.00
07/07/2013	Earned Leave	130.00
31/03/2014	Earned Leave	122.00
31/03/2015	Earned Leave	125.00
31/03/2016	Earned Leave	126.00
31/03/2017	Earned Leave	49.00
31/03/2018	Earned Leave	132.00
01/04/2019	Earned Leave	134.00

Leave Availed

Leave Type	From Date	To Date	Purpose	Sanction No	Sanction By
Dies-Non	10/01/2002	10/01/2002			AA,DIC,TVPM
Dies-Non	06/02/2002	08/03/2002			AA,DIC,TVPM
Commuted Leave	01/12/2004	03/12/2004			AA,DIC,TVPM
Commuted Leave	06/12/2004	08/12/2004		E9206/04	AA,DIC,TVPM
Commuted Leave	06/07/2005	08/07/2005		E6603/05	AA,DIC,TVPM
Commuted Leave	01/12/2005	02/12/2005		E10352/05	AA,DIC,TVPM
Commuted Leave	24/05/2006	27/05/2006		E3708/06	AA,DIC,TVPM

Dies-Non	17/02/2009	17/02/2009		EC2/3609/2009	AA DI&C TVPM
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Encashment of Leave During Service				
As on date	No. of days	Amount	Sanction Order No	Sanction Date
20/06/2003	10	0	E6059/03	01/06/2003
01/04/2004	10	0	E2525/04	01/04/2004
21/06/2004	10	0	E25225/04	01/06/2004
01/04/2005	20	0	E3456/05	01/04/2005
01/04/2006	30	0		01/04/2006
01/04/2007	30	0	E3046/07	04/04/2007
06/06/2011	30	18376	988/2011	16/06/2011
27/04/2012	30	20292	85/2011	07/05/2012
08/07/2013	30	25895	911/2013	16/07/2013
01/04/2014	30	28165	570/2014	09/04/2014
01/04/2015	30	31754	446/2015	10/04/2015
01/04/2016	30	39288	558/2016	18/04/2016
01/04/2017	30	42384	579/2017/Nise	07/04/2017
01/04/2018	30	44124	543/2018	09/04/2018
01/04/2019	30	47825	499/2019	06/04/2019
10/02/2021	30	52200	236/2021	16/02/2021

Nominations for PF, Pensionary and other claims					
Benefit Name	Nominee name	Nominee address	Relationship	Invalid on the happening of	Amount Portion
G.P.F	SAKUNTHALA j	SREENIKUNJAM,KUTTIKATT ,MUTTADA P O	MOTHER	ON ACQUIRING A FAMILY	FULL
S.L.I	SAHADEVAN S	.	FATHER		

Annual Performance Report submission details			
Period from	Period To	Submitted(Y/ N)	Submitted Date

Annual Property Return submission details			
Period from	Period To	Submitted(Y/ N)	Submitted date

Details of official accommodation availed (Quarters)						
Station	From date	To date	Is Eligible for HRA	Address	Sanction No	Sanction date

Details of disbursement of loans like HBA, MCA, GPF advance etc.					
Loan Item	Instalment No.	Disbursement date	Amount	Order number	Order date

Details of current Loans/ Advance Recovery									
Loan Item	Loan Acc No	Loan Amount	Instalment Amount	No.of Instalments	Last Instalment No.	Amount already paid	Status	Freeze Recovery	Principal or Interest
Festival Advance(002)	FestAdv082021	15000	3000	5	4	12000		N	P

Details of benefits like GPF, GI, SLI, FBS, D.C.R.G, Pension etc					
Benefit Type	Identifying No.	Sum Assured	Subscription	Risk Effect From	Maturity Date
G.P.F	IND 274181		250	01/01/2002	
S.L.I	KSID/LI/600102741		300	01/08/2001	

Present Salary Details					
Basic Pay:	57900	Bill type:	ASO	Acquittance Group:	ASSISTANTS A
Last Change Date:	01/02/2021	Next Incr. Date:	01/02/2022		
Credit To Bank:	Y	Bank:		Account No.:	799012600160988

Additional Pay and Allowances		
Description	Amount	W.E.Date

Deductions and Recoveries			
SI No.	Deduction	Amount	Details
0	State Life Insurance-sub(129)	300	300
1	State Life Insurance-sub(129)	600	600
2	State Life Insurance-sub(129)	300	300
1	Income tax(311)	3000	3000
1	Group Insurance Scheme(324)	800	800
0	GPAI Scheme(375)	500	500
1	GPF - Monthly Sub.(701)	10000	10000
1	Arrear to PF(709)	109513	109513
1	Ocki Relief Fund Contribution	500	500
0	Profession Tax(777)	1250	1250

Government of Kerala
Service and Payroll Administrative Repository for Kerala
Employee Data Sheet

PEN : 201500 **Name :** Ravikumar I R

2102



Personal Memoranda

Sex :	M	Nationality :	India
Date of birth :	29/08/1972	Date of superannuation :	31/08/2028
Father's Name:	Rajagopalan Nair	Mother's Name:	Indirabai Amma P
Blood group :	O+	Religion :	Hindu
Caste :	Nair	Category(SC/ST/OBC/OC/GEN) :	Gen
Ex-service Men(Yes/No):	N	Physically handicapped(Yes/No) :	N
If Yes, Nature of Hanicap:			
PAN Number :	BSLPR6417C	Ration Card No:	1104007158
Voter Id Card No:	KL19128330463	Marital Status :	M
Spouse's Name :	Remadevi R N	Is Inter Religion / Caste(Yes/No) :	N
Spouse's Religion:	Hindu	Spouse's Caste :	Nair
Is Spouse Employed(Yes/No):	Y	Spouse Employed In :	KSEB
Identification Marks 1 :	A wound scar near the left ear		
2 :	A mole on the face near the left ear		
Height(cm) :	178		

Present Service Details

Department :	Legislature Secretariat	Office :	Legislature Secretariat
Section :		Seat No :	
Employment Type :	Regular	Service category :	State Subordinate
Designation :	Assistant Section Officer	SDO Code :	
P F Type :	GPFKERALA	P F Number :	IND5135
Date of joining in Gov. Service :	19/09/1998	Date of joining in the Department :	04/11/2011

Details of parent department, if currently on deputaion

Parent Department :		Parent Office :	
Designation :		Deputaion w.e.f :	
Deputaion Year :		Deputation Months :	
Order Number :		Order Date :	

Present Address

House No and Name: Rajasadanam
Street Name : Mamam
Place : Kizhuvalam (PO) Attingal
Pin : 695104
State : Kerala
District : Thiruvananthapuram
Taluk : Chirayinkeezhu
Village : Kizhuvallam
Phone Number : 04702623805
Home Town : Attingal
E-mail Address : indrajravikumar@gmail.com

Permanent Address

House No and Name: Rajasadanam
Street Name : Mamam
Place : Kizhuvalam (PO) Attingal
Pin : 695104
State : Kerala
District : Thiruvananthapuram
Taluk : Chirayinkeezhu
Village : Kizhuvallam
Phone Number : 04702623805
Mobile Number : 9447330884

Recruitment Details

Source:	PSC	Type:	General	Method:	Direct
Adv. memo No.:	RIA(1)8803/10/GW(2)	Adv. Memo Date:	04/10/2011	SI No. in Memo:	
App. order No:	16544/AcA4/2011/LEG	App. order Date:	27/10/2011	Entry Category:	State Subordinate
Is Dist. Recruit ?	N	Selected District:			

Police Verification Details

Ref No. :		Ver Report Date:		Police Station:	ATTINGAL
Remarks :	SUITABLE				

Qualifications							
Course Type	Course Name	Subject	University	Institution	Class Obtained	Reg No.	Year Of Pass
Diploma	Diploma	General	Board of Technical Education	Central Polytechnic, Trivandrum	Passed	16543	1993
Higher Secondary (Plus 2)	Pre Degree	General	Kerala		Passed	22946	1990
Matriculation	SSLC	General	Board of public Examination		Passed		0

Details Of Dependents		
Name	Relationship	Date Of Birth
Anil Kumar	Brother	
Aravind R R	Son	
Devika R	Daughter	
Indirabai Amma P	Mother	
Prabha	Sister	
Rajagopalan Nair N	Father	
Remadevi R N	Wife	

Departmental Tests Passed							
Department	Test Name	Month	Year	Reg No.	Certificate No	Certificate Date	
Industries & Commerce	Account Test Higher - Paper II	12	1999	5318	93/20001	01/01/2001	
Industries & Commerce	Manual of Office Procedure	12	1999	5318	94/2001	01/01/2001	
Legislature Secretariat	Secretariat Manual	7	2012	102992	7633/13		

Details of Training Programs Attended							
Course Title	Sponsored By	Conducted By	City Name	Country	Qualification	Training From	Training To

Previous Qualifying Services					
Office	Post Held	Date From	Date To	Reason For Termination	
Womens'Prision Neyyatinkara	LDC	19/09/1998	12/01/2000	12/01/2000	
Industries and Commerce Dept	LDC	13/01/2000	03/11/2011	03/11/2011	

Details of Declaration of Probation						
Department	District	Office	Designation	With Effect From	Probation Order No	Probation Order Date
Legislature Secretariat	Thiruvananthapuram	Legislature Secretariat	Assistant	04/11/2013	20603/SA2/13/LEG	13/12/2013

Details of Regularisation						
Department	District	Office	Designation	Date of Entry	Order No	Order Date
Legislature Secretariat	Thiruvananthapuram	Legislature Secretariat	Assistant	04/11/2011	12521/SA2/2012/LEG	27/02/2013

Service Details							
Department	Category	Date From	Date To	Office	Designation	Basic Pay	Remarks
Industries & Commerce	State Subordinate	13/01/2000 FN	31/08/2000 FN	DIRECTORATE OF INDUSTRIES AND COMMERCE, THIRUVANANTHAPURAM	Clerk	3125	Inter Dept . Tr to DIC TVM Wef 13/01/2000 in the scale of Rs 3050-5230
Industries & Commerce	State Subordinate	01/09/2000 FN	31/08/2001 FN	DIRECTORATE OF INDUSTRIES AND COMMERCE, THIRUVANANTHAPURAM	Clerk	3200	Annual Increment
Industries & Commerce	State Subordinate	01/09/2001 FN	31/08/2002 FN	DIRECTORATE OF INDUSTRIES AND COMMERCE, THIRUVANANTHAPURAM	Clerk	3275	Annual Increment
Industries & Commerce	State Subordinate	01/09/2002 FN	31/08/2003 FN	DIRECTORATE OF INDUSTRIES AND COMMERCE, THIRUVANANTHAPURAM	Clerk	3350	Annual Increment
Industries & Commerce	State Subordinate	01/09/2003 FN	31/08/2004 FN	DIRECTORATE OF INDUSTRIES AND COMMERCE, THIRUVANANTHAPURAM	Clerk	3425	Annual Increment

Industries & Commerce	State Subordinate	01/09/2004 FN	31/08/2005 FN	DIRECTORATE OF INDUSTRIES AND COMMERCE, THIRUVANANTHAPURAM	Clerk	3500	Annual Increment
Industries & Commerce	State Subordinate	01/09/2005 FN	31/08/2006 FN	DIRECTORATE OF INDUSTRIES AND COMMERCE, THIRUVANANTHAPURAM	Clerk	3575	Annual Increment
Industries & Commerce	State Subordinate	01/09/2006 FN	18/09/2006 FN	DIRECTORATE OF INDUSTRIES AND COMMERCE, THIRUVANANTHAPURAM	Clerk	3650	Pay revision Wef 18/09/2006
Industries & Commerce	State Subordinate	19/09/2006 FN	12/10/2006 FN	DIRECTORATE OF INDUSTRIES AND COMMERCE, THIRUVANANTHAPURAM	Clerk	6840	Pay revision in the scale of Rs 4990-7990 Santioned First Hr Grade Wef 19/09/2006 & Tr to Chirayinkeezhu Wef 30/04/2007
Industries & Commerce	State Subordinate	12/10/2006 AN	30/04/2007 AN	DIRECTORATE OF INDUSTRIES AND COMMERCE, THIRUVANANTHAPURAM	Senior Clerk	6840	Appointed UDC Wef 12/10/2006
Industries & Commerce	State Subordinate	01/05/2007 FN	31/08/2007 AN	DIRECTORATE OF INDUSTRIES AND COMMERCE, THIRUVANANTHAPURAM	Senior Clerk	6840	Admitted for duty as UDC WEF 02/05/20007
Industries & Commerce	State Subordinate	01/09/2007 FN	31/08/2009 FN	DIRECTORATE OF INDUSTRIES AND COMMERCE, THIRUVANANTHAPURAM	Senior Clerk	7000	Admitted for duty as UDC WEF12/10/200 6 in the scale of Rs 6680-10790
Industries & Commerce	State Subordinate	01/09/2009 FN	31/08/2010 AN	PROJECT OFFICE (COIR), CHIRAYINKEEZHU	Senior Clerk	13540	Pay Fixation
Industries & Commerce	State Subordinate	01/09/2010 -	31/08/2011 -	PROJECT OFFICE (COIR), CHIRAYINKEEZHU	Senior Clerk	13900	
Industries & Commerce	State Subordinate	01/09/2011 -	03/11/2011 AN	PROJECT OFFICE (COIR), CHIRAYINKEEZHU	Senior Clerk	14260	
Legislature Secretariat	State Subordinate	04/11/2011 -	31/10/2012 -	Legislature Secretariat	Assistant	14980	
Legislature Secretariat	State Subordinate	01/11/2012 FN	31/10/2013 AN	Legislature Secretariat	Assistant	15380	
Legislature Secretariat	State Subordinate	01/11/2013 -	03/11/2013 -	Legislature Secretariat	Assistant	16180	
Legislature Secretariat	State Subordinate	04/11/2013 FN	30/06/2014 AN	Legislature Secretariat	Assistant - Senior Grade	16580	
Legislature Secretariat	State Subordinate	01/07/2014 FN	31/10/2014 AN	Legislature Secretariat	Assistant - Senior Grade	33100	Pay Fixation
Legislature Secretariat	State Subordinate	01/11/2014 FN	31/10/2015 AN	Legislature Secretariat	Assistant - Senior Grade	33900	Increment
Legislature Secretariat	State Subordinate	01/11/2015 -	31/10/2016 -	Legislature Secretariat	Assistant - Senior Grade	34800	
Legislature Secretariat	State Subordinate	01/11/2016 -	31/10/2017 -	Legislature Secretariat	Assistant - Senior Grade	35700	
Legislature Secretariat	State Subordinate	01/11/2017 -	31/10/2018 -	Legislature Secretariat	Assistant - Senior Grade	36600	
Legislature Secretariat	State Subordinate	01/11/2018 -	30/06/2019 -	Legislature Secretariat	Assistant - Senior Grade	37500	Promotion
Legislature Secretariat	State Subordinate	01/07/2019 -	26/08/2019 -	Legislature Secretariat	Assistant - Senior Grade	52600	Promotion
Legislature Secretariat	State Subordinate	27/08/2019 -	31/10/2019 -	Legislature Secretariat	Assistant Section Officer	55200	
Legislature Secretariat	State Subordinate	01/11/2019 -	31/10/2020 -	Legislature Secretariat	Assistant Section Officer	56500	
Legislature Secretariat	State Subordinate	01/11/2020 -	31/10/2021 -	Legislature Secretariat	Assistant Section Officer	57900	

Disciplinary Actions

Ref No	Ref date	Nature of charge	Enquiry officer	File No	Penalty	Penalty remarks	Penalty start date	Penalty order No	Penalty order date	Penalty revoke order date	Revoke order no	Revoke order date

Details of Award Received					
Department	District	Office	Nature Of Award	Purpose	Date Of Award

Leave On Credit		
As On Date	Leave Type	Days On Credit
07/03/2012	Earned Leave	382.77
31/07/2012	Earned Leave	133.00
31/12/2013	Earned Leave	151.00
31/03/2014	Earned Leave	129.00
31/03/2015	Earned Leave	132.00
31/03/2016	Earned Leave	135.00
31/03/2017	Earned Leave	79.00
31/03/2018	Earned Leave	138.00
31/03/2019	Earned Leave	141.00

Leave Availed					
Leave Type	From Date	To Date	Purpose	Sanction No	Sanction By
Dies-Non	11/05/2000	11/05/2000		CEI/407/2000	AA
Earned Leave	04/10/2000	04/10/2000		CEI/27/02/2000	AA
Earned Leave	01/11/2000	01/11/2000			
Dies-Non	25/07/2001	25/07/2001		CEI/204/03	AA
Commuted Leave	10/10/2001	18/10/2001		CEI/341/2001	AA
Dies-Non	22/11/2001	22/11/2001		CEI/204/2003	AA
Dies-Non	06/12/2001	10/12/2001		CEI/341/2001	AA
Dies-Non	10/01/2002	10/01/2002		CEI/240/02	AA
Dies-Non	06/02/2002	08/03/2002		CEI/1074/2002	AA
Earned Leave	26/08/2002	02/09/2002		CEI/3890/02	AA
Commuted Leave	11/09/2002	30/09/2002		CEI/3290/02	AA
Earned Leave	21/11/2002	21/11/2002			AA
Earned Leave	25/11/2002	25/11/2002			AA
Earned Leave	29/11/2002	29/11/2002			
Earned Leave	03/12/2002	07/12/2002			
Earned Leave	26/12/2002	26/12/2002			
Commuted Leave	15/01/2004	17/01/2004		CEI/829/04	AA
Commuted Leave	03/06/2004	05/06/2004			AA
Commuted Leave	01/12/2006	06/12/2006		CEI/2846/06	AA

Encashment of Leave During Service				
As on date	No. of days	Amount	Sanction Order No	Sanction Date
18/02/2000	20	0	CEI/1946/2000	19/02/2000
10/07/2000	6	0	CEI/413/2000	04/08/2000
19/02/2001	20	0	CEI/1305/2001	
30/11/2001	20	0	CEI/1305/2001	04/12/2001
02/07/2003	10	0	CEI/455/03	02/07/2003
01/04/2004	10	0	CEI/3002/04	05/04/2004
21/06/2004	10	0	CEI/4335/047	23/06/2004
23/04/2005	20	0	CEI/3751/05	23/04/2005
01/02/2007	30	0	CEI/1325/07	23/02/2007
01/04/2007	30	0	CEI/231/07	03/04/2007
08/03/2012	30	20764	345/2012	15/03/2012
01/08/2012	30	21812	997/2012	08/08/2012
01/01/2014	30	26861	42/2014	10/01/2014
01/04/2014	30	26861	570/2014	09/04/2014
01/04/2015	30	31754	446/2015	10/04/2015
01/04/2016	30	39288	558/2016	18/04/2016
01/04/2017	30	42384	579/2017/Nise	07/04/2017
01/04/2018	30	44124	543/2018	09/04/2018
01/04/2019	30	45525	499/2019	06/04/2019
10/01/2021	30	52200	53/2021	12/01/2021

Nominations for PF, Pensionary and other claims					
Benefit Name	Nominee name	Nominee address	Relationship	Invalid on the happening of	Amount Portion
D.C.R.G.	Remadevi R N	Rajsadanam Mamom Kizhuvalam PO	Wife		Full
Pension	Remadevi R N	Rajsadanam Mamom Kizhuvalam PO	Wife		Full

G.P.F	Remadevi R N	Raj Sadanam, Mamom,Kizhuvilakam, TVM	Wife		Full
Group Insurance	Remadevi R N	Rajsadanam, Mamom, Kixhuvalam P.O	Wife		Full
S.L.I	Remadevi R N	Rajsadanam Mamom Kizhuvalam PO	Wife		Full
GPAI	Remadevi R N	Rajsadanam Mamom Kizhuvalam PO	Wife		Full

Annual Performance Report submission details			
Period from	Period To	Submitted(Y/ N)	Submitted Date

Annual Property Return submission details			
Period from	Period To	Submitted(Y/ N)	Submitted date

Details of official accommodation availed (Quarters)						
Station	From date	To date	Is Eligible for HRA	Address	Sanction No	Sanction date

Details of disbursement of loans like HBA, MCA, GPF advance etc.					
Loan Item	Instalment No.	Disbursement date	Amount	Order number	Order date

Details of current Loans/ Advance Recovery									
Loan Item	Loan Acc No	Loan Amount	Instalment Amount	No.of Instalments	Last Instalment No.	Amount already paid	Status	Freeze Recovery	Principal or Interest
Festival Advance(002)	FestAdv082021	15000	3000	5	4	12000		N	P
Interest on HBA(116)	GAD103985	282800	5050	56	1	5050		N	P
GPF Loan Repayment(801)	IND5135	720000	20000	36	11	220000		N	P

Details of benefits like GPF, GI, SLI, FBS, D.C.R.G, Pension etc						
Benefit Type	Identifying No.	Sum Assured	Subscription	Risk Effect From	Maturity Date	
G.P.F	IND 5135	0	500	01/05/2000		
Group Insurance	01002379	0	100	03/10/2001		
S.L.I	KSID/LI 370102098	0	150	10/04/2001	31/08/2027	

Present Salary Details					
Basic Pay:	59300	Bill type:	ASO	Acquittance Group:	ASSISTANTS A
Last Change Date:	01/11/2021	Next Incr. Date:	01/11/2022		
Credit To Bank:	Y	Bank:		Account No.:	799012600161218

Additional Pay and Allowances		
Description	Amount	W.E.Date

Deductions and Recoveries			
SINo.	Deduction	Amount	Details
1	State Life Insurance-sub(129)	150	150
2	State Life Insurance-sub(129)	500	500
1	LIC Premium(303)	127	127
2	LIC Premium(303)	180	180
3	LIC Premium(303)	352	352
1	Income tax(311)	5000	5000
1	Group Insurance Scheme(324)	800	800
0	GPAI Scheme(375)	500	500
1	GPF - Monthly Sub.(701)	4000	4000
1	Arrear to PF(709)	109588	109588
1	Ocki Relief Fund Contribution	500	500
0	Profession Tax(777)	1250	1250

Government of Kerala
Service and Payroll Administrative Repository for Kerala
Employee Data Sheet

PEN : 219470 **Name :** Sreevidya S



Personal Memoranda

Sex :	F	Nationality :	India
Date of birth :	21/11/1976	Date of superannuation :	30/11/2032
Father's Name:	Sreekumaran Pillai A	Mother's Name:	Sreekumari Pillai
Blood group :	A+	Religion :	Hindu
Caste :	Nair	Category(SC/ST/OBC/OC/GEN) :	Gen
Ex-service Men(Yes/No):	N	Physically handicapped(Yes/No) :	N
If Yes, Nature of Hanicap:			
PAN Number :	CZAPS0129K	Ration Card No:	1104143025
Voter Id Card No:	KL19128372359	Marital Status :	M
Spouse's Name :	Vinod kumar T	Is Inter Religion / Caste(Yes/No) :	N
Spouse's Religion:	Hindu	Spouse's Caste :	Nair
Is Spouse Employed(Yes/No):	Y	Spouse Employed In :	Brahmos Aerospace
Identification Marks 1 :	A black mole on the right side of the forehead		
2 :	A black mole on the right side of the neck		
Height(cm) :	165		

Present Service Details

Department :	Legislature Secretariat	Office :	Legislature Secretariat
Section :		Seat No :	
Employment Type :	Regular	Service category :	State Subordinate
Designation :	Assistant Section Officer	SDO Code :	
P F Type :	GPFKERALA	P F Number :	P381745
Date of joining in Gov. Service :	20/09/2007	Date of joining in the Department :	17/06/2010

Details of parent department, if currently on deputaion

Parent Department :		Parent Office :	
Designation :		Deputaion w.e.f :	
Deputaion Year :		Deputation Months :	
Order Number :		Order Date :	

Present Address

House No and Name: Dwaraka
Street Name : Altharamoodu
Place : Chirayinkeezhu
Pin : 695304
State : Kerala
District : Thiruvananthapuram
Taluk : Chirayinkeezhu
Village : Sarkara
Phone Number : 04702640446
Home Town : Chirayinkeezhu
E-mail Address : aami1976@yahoo.com

Permanent Address

House No and Name: Dwaraka
Street Name : Altharamoodu
Place : Chirayinkeezhu
Pin : 695304
State : Kerala
District : Thiruvananthapuram
Taluk : Chirayinkeezhu
Village : Sarkara
Phone Number : 04702640446
Mobile Number : 8921651190

Recruitment Details

Source:	PSC	Type:	General	Method:	Direct
Adv. memo No.:	RIA(1)8803/10/GW	Adv. Memo Date:	20/05/2010	SI No. in Memo:	1
App. order No:	13507/AcA4/2010/Leg	App. order Date:	11/06/2010	Entry Category:	State Subordinate
Is Dist. Recruit ?	N	Selected District:			

Police Verification Details

Ref No. :		Ver Report Date:		Police Station:	
Remarks :					

Qualifications

Course Type	Course Name	Subject	University	Institution	Class Obtained	Reg No.	Year Of Pass
Graduation-Arts	BA	Arts	Kerala		Passed	30264	1997

Details Of Dependents		
Name	Relationship	Date Of Birth

Departmental Tests Passed							
Department	Test Name	Month	Year	Reg No.	Certificate No	Certificate Date	
Police	MOP Police	7	2008	3854			
Legislature Secretariat	Account Test Lower	7	2011	12726 3854 31497	6467/12		
Legislature Secretariat	Secretariat Manual	1	2011	31497	6468/12		

Details of Training Programs Attended							
Course Title	Sponsored By	Conducted By	City Name	Country	Qualification	Training From	Training To

Previous Qualifying Services					
Office	Post Held	Date From	Date To	Reason For Termination	

Details of Declaration of Probation						
Department	District	Office	Designation	With Effect From	Probation Order No	Probation Order Date
Police	Thiruvananthapuram	POLICE HEADQUARTERS, THIRUVANANTHAPURAM	Lower Division Clerk HG	10/10/2009	197/09	21/12/2009
Legislature Secretariat	Thiruvananthapuram	Legislature Secretariat	Assistant	26/06/2012	16416/AcA4/2012/Leg	16/07/2012

Details of Regularisation						
Department	District	Office	Designation	Date of Entry	Order No	Order Date
Legislature Secretariat	Thiruvananthapuram	Legislature Secretariat	Assistant	17/06/2010	13507/AcA4/2010/Leg	29/07/2010

Service Details							
Department	Category	Date From	Date To	Office	Designation	Basic Pay	Remarks
Police	State Subordinate	20/09/2007 -	31/08/2008 -	POLICE HEADQUARTERS, THIRUVANANTHAPURAM	Clerk	5250	
Police	State Subordinate	01/09/2008 -	30/06/2009 -	POLICE HEADQUARTERS, THIRUVANANTHAPURAM	Clerk	5380	
Police	State Subordinate	01/07/2009 FN	15/06/2010 AN	POLICE HEADQUARTERS, THIRUVANANTHAPURAM	Clerk	9940	Pay Fixation
Police	State Subordinate	16/06/2010 FN	16/06/2010 AN	TRANSIT	Clerk	9940	Office Transfer
Legislature Secretariat	State Subordinate	17/06/2010 -	31/05/2011 -	Legislature Secretariat	Assistant	13900	
Legislature Secretariat	State Subordinate	01/06/2011 FN	06/05/2012 AN	Legislature Secretariat	Assistant	14260	
Legislature Secretariat	State Subordinate	07/05/2012 -	30/04/2013 -	Legislature Secretariat	Assistant - Senior Grade	16180	
Legislature Secretariat	State Subordinate	01/05/2013 -	30/04/2014 -	Legislature Secretariat	Assistant - Senior Grade	16580	
Legislature Secretariat	State Subordinate	01/05/2014 -	30/06/2014 -	Legislature Secretariat	Assistant - Senior Grade	16980	
Legislature Secretariat	State Subordinate	01/07/2014 FN	30/04/2015 AN	Legislature Secretariat	Assistant - Senior Grade	33900	Pay Fixation
Legislature Secretariat	State Subordinate	01/05/2015 -	30/04/2016 -	Legislature Secretariat	Assistant - Senior Grade	34800	
Legislature Secretariat	State Subordinate	01/05/2016 -	15/02/2017 -	Legislature Secretariat	Assistant - Senior Grade	35700	
Legislature Secretariat	State Subordinate	16/02/2017 -	30/04/2017 -	Legislature Secretariat	Assistant Section Officer	37500	
Legislature Secretariat	State Subordinate	01/05/2017 -	30/04/2018 -	Legislature Secretariat	Assistant Section Officer	38500	
Legislature Secretariat	State Subordinate	01/05/2018 -	30/04/2019 -	Legislature Secretariat	Assistant Section Officer	39500	
Legislature Secretariat	State Subordinate	01/05/2019 -	30/06/2019 -	Legislature Secretariat	Assistant Section Officer	40500	

Legislature Secretariat	State Subordinate	01/07/2019 -	30/04/2020 -	Legislature Secretariat	Assistant Section Officer	56500	
Legislature Secretariat	State Subordinate	01/05/2020 -	30/04/2021 -	Legislature Secretariat	Assistant Section Officer	57900	

Disciplinary Actions

Ref No	Ref date	Nature of charge	Enquiry officer	File No	Penalty	Penalty remarks	Penalty start date	Penalty order No	Penalty order date	Penalty revoke order date	Revoke order no	Revoke order date

Details of Award Received

Department	District	Office	Nature Of Award	Purpose	Date Of Award

Leave On Credit

As On Date	Leave Type	Days On Credit
06/06/2011	Earned Leave	52.00
23/05/2013	Half Pay Leave	20.00
11/07/2013	Earned Leave	71.00
08/04/2014	Earned Leave	62.00
27/12/2014	Half Pay Leave	8.00
22/01/2015	Earned Leave	49.00
03/05/2015	Earned Leave	58.00
04/05/2016	Earned Leave	47.00
17/11/2017	Earned Leave	66.00
01/08/2018	Earned Leave	59.00
20/09/2019	Half Pay Leave	245.00
20/10/2019	Earned Leave	61.82

Leave Availed

Leave Type	From Date	To Date	Purpose	Sanction No	Sanction By
Leave Without Allowance without MC (Rule 88)	17/06/2010	30/06/2010	TRANSFER		
Dies-Non	08/01/2013	13/01/2013	Dies-non		
Half Pay Leave	24/05/2013	26/05/2013			
Earned Leave	17/05/2019	23/05/2019			

Encashment of Leave During Service

As on date	No. of days	Amount	Sanction Order No	Sanction Date
06/06/2011	30	18376	988/2011	16/06/2011
19/07/2012	30	21316	932/2012	24/07/2012
12/07/2013	30	26507	696/2013	24/07/2013
09/04/2014	30	28165	650/2014	25/04/2014
04/05/2015	30	32546	593/2015	11/05/2015
05/05/2016	30	41313	722/2016	12/05/2016
16/11/2017	30	46290	1817/2017	17/11/2017
07/08/2018	30	47825	1308/2018	08/08/2018
22/10/2019	30	51000	1517/2019/Leg	24/10/2019
10/02/2021	30	52200	236/2021	16/02/2021

Nominations for PF, Pensionary and other claims

Benefit Name	Nominee name	Nominee address	Relationship	Invalid on the happening of	Amount Portion
G.P.F	Vinod Kumar T Vineeth V S	Dwaraka Altharamoodu Chirayinkil	Husband Son		Equal

Annual Performance Report submission details

Period from	Period To	Submitted(Y/ N)	Submitted Date

Annual Property Return submission details

Period from	Period To	Submitted(Y/ N)	Submitted date

Details of official accommodation availed (Quarters)

Station	From date	To date	Is Eligible for HRA	Address	Sanction No	Sanction date

Details of disbursement of loans like HBA, MCA, GPF advance etc.

Loan Item	Instalment No.	Disbursement date	Amount	Order number	Order date

Details of current Loans/ Advance Recovery

Loan Item	Loan Acc No	Loan Amount	Instalment Amount	No.of Instalments	Last Instalment No.	Amount already paid	Status	Freeze Recovery	Principal or Interest
Festival Advance(002)	FestAdv082021	15000	3000	5	4	12000		N	P
GPF Loan Repayment(801)	P381745	100080	2780	36	0	0		N	P

Details of benefits like GPF, GI, SLI, FBS, D.C.R.G, Pension etc

Benefit Type	Identifying No.	Sum Assured	Subscription	Risk Effect From	Maturity Date
G.P.F	P 381745	0	5000		
Group Insurance	TVM011004685	0	200		
S.L.I	600803249	0	300		
L.I.C.	783546595	0	476		
L.I.C.	783547817	0	215		

Present Salary Details

Basic Pay:	59300	Bill type:	ASO	Acquittance Group:	ASSISTANTS A
Last Change Date:	01/05/2021	Next Incr. Date:	01/05/2022		
Credit To Bank:	Y	Bank:		Account No.:	799012600507990

Additional Pay and Allowances

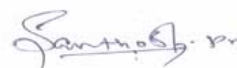
Description	Amount	W.E.Date

Deductions and Recoveries

SINo.	Deduction	Amount	Details
0	Excess Pay Drawn(000)	1117	1117
1	Excess Pay Drawn(000)	15958	15958
2	Excess Pay Drawn(000)	2237	2237
0	State Life Insurance-sub(129)	300	300
1	State Life Insurance-sub(129)	500	500
0	LIC Premium(303)	476	476
1	LIC Premium(303)	215	215
2	LIC Premium(303)	708	708
3	LIC Premium(303)	534	534
1	Income tax(311)	3000	3000
1	Group Insurance Scheme(324)	800	800
0	GPAI Scheme(375)	500	500
0	CMDRF-Flood Relief	2750	2750
1	CMDRF-Flood Relief	4783	4783
1	GPF - Monthly Sub.(701)	3000	3000
2	GPF - Monthly Sub.(701)	8000	8000
1	Arrear to PF(709)	113506	113506
1	Ocki Relief Fund Contribution	500	500
0	Profession Tax(777)	1250	1250

Government of Kerala
Service and Payroll Administrative Repository for Kerala
Employee Data Sheet

PEN : 322266 **Name :** Santhosh PN



Personal Memoranda

Sex :	M	Nationality :	India
Date of birth :	30/05/1978	Date of superannuation :	31/05/2034
Father's Name:	Neelaambaran N	Mother's Name:	Thankam L
Blood group :	A-	Religion :	Hindu
Caste :	Ezhava	Category(SC/ST/OBC/OC/GEN) :	OBC
Ex-service Men(Yes/No):	N	Physically handicapped(Yes/No) :	Y
If Yes, Nature of Hanicap:			
PAN Number :	DINPS8955L	Ration Card No:	1210004192
Voter Id Card No:		Marital Status :	M
Spouse's Name :	Dhanya K S	Is Inter Religion / Caste(Yes/No) :	N
Spouse's Religion:	Hindu	Spouse's Caste :	Ezhava
Is Spouse Employed(Yes/No):	N	Spouse Employed In :	
Identification Marks 1 :	A black mole on the left arm		
2 :	A black mole on the right forearm		
Height(cm) :	170		

Present Service Details

Department :	Legislature Secretariat	Office :	Legislature Secretariat
Section :		Seat No :	
Employment Type :	Regular	Service category :	State Subordinate
Designation :	Assistant Section Officer	SDO Code :	
P F Type :	GPFKERALA	P F Number :	SSW390785
Date of joining in Gov. Service :	26/09/2008	Date of joining in the Department :	17/12/2011

Details of parent department, if currently on deputaion

Parent Department :		Parent Office :	
Designation :		Deputaion w.e.f :	
Deputaion Year :		Deputation Months :	
Order Number :		Order Date :	

Present Address

House No and Name:	435 Padiyana Veedu
Street Name :	Chavara South
Place :	Kollam
Pin :	691584
State :	Kerala
District :	Kollam
Taluk :	Karunagappally
Village :	Thekkumbhagam
Phone Number :	04762882082
Home Town :	Kollam
E-mail Address :	santhosh411padiyana@yahoo.com

Permanent Address

House No and Name:	435 Padiyana Veedu
Street Name :	Chavara South
Place :	Kollam
Pin :	691584
State :	Kerala
District :	Kollam
Taluk :	Karunagappally
Village :	Thekkumbhagam
Phone Number :	04762882082
Mobile Number :	9400882082

Recruitment Details

Source:		Type:		Method:	
Adv. memo No.:		Adv. Memo Date:		SI No. in Memo:	
App. order No:		App. order Date:		Entry Category:	
Is Dist. Recruit ?		Selected District:			

Police Verification Details

Ref No. :		Ver Report Date:		Police Station:	
Remarks :					

Qualifications							
Course Type	Course Name	Subject	University	Institution	Class Obtained	Reg No.	Year Of Pass

Details Of Dependents		
Name	Relationship	Date Of Birth
Dhanya K Sasidharan	Wife	25/05/1985
Harisankar P S	son	11/10/2018
Neelambaran J	Father	20/11/1942
P S Gouri Lakshmi	Daughter	20/12/2012
Thankamma	Mother	20/09/1947

Departmental Tests Passed							
Department	Test Name	Month	Year	Reg No.	Certificate No	Certificate Date	
Legislature Secretariat	Secretariat Manual	7	2012	103976			

Details of Training Programs Attended							
Course Title	Sponsored By	Conducted By	City Name	Country	Qualification	Training From	Training To

Previous Qualifying Services					
Office	Post Held	Date From	Date To	Reason For Termination	

Details of Declaration of Probation						
Department	District	Office	Designation	With Effect From	Probation Order No	Probation Order Date
Legislature Secretariat	Thiruvananthapuram	Legislature Secretariat	Assistant	14/01/2014	11725/SA2/2014/LEG	30/01/2014

Details of Regularisation						
Department	District	Office	Designation	Date of Entry	Order No	Order Date
Legislature Secretariat	Thiruvananthapuram	Legislature Secretariat	Assistant	17/12/2011	12521/SA2/2012/LEG	27/02/2013

Service Details							
Department	Category	Date From	Date To	Office	Designation	Basic Pay	Remarks
State Insurance	State Subordinate	26/09/2008 -	30/06/2009 -	District Insurance Office, Malappuram	Clerk	5250	
State Insurance	State Subordinate	01/07/2009 FN	30/06/2010 AN	District Insurance Office, Malappuram	Clerk	9940	Pay Fixation
State Insurance	State Subordinate	01/07/2010 -	30/06/2011 -	District Insurance Office, Malappuram	Clerk	10210	
State Insurance	State Subordinate	01/07/2011 -	16/12/2011 -	District Insurance Office, Malappuram	Clerk	10480	
Legislature Secretariat	State Subordinate	17/12/2011 -	30/11/2012 -	Legislature Secretariat	Assistant	13900	
Legislature Secretariat	State Subordinate	01/12/2012 FN	31/12/2013 AN	Legislature Secretariat	Assistant	14500	
Legislature Secretariat	State Subordinate	01/01/2014 FN	30/06/2014 AN	Legislature Secretariat	Assistant - Senior Grade	16180	
Legislature Secretariat	State Subordinate	01/07/2014 FN	31/12/2014 AN	Legislature Secretariat	Assistant - Senior Grade	32300	Pay Fixation
Legislature Secretariat	State Subordinate	01/01/2015 FN	31/12/2015 AN	Legislature Secretariat	Assistant - Senior Grade	33100	Increment
Legislature Secretariat	State Subordinate	01/01/2016 -	31/12/2016 -	Legislature Secretariat	Assistant - Senior Grade	33900	
Legislature Secretariat	State Subordinate	01/01/2017 -	31/12/2017 -	Legislature Secretariat	Assistant - Senior Grade	34800	
Legislature Secretariat	State Subordinate	01/01/2018 -	31/12/2018 -	Legislature Secretariat	Assistant - Senior Grade	35700	
Legislature Secretariat	State Subordinate	01/01/2019 -	30/06/2019 -	Legislature Secretariat	Assistant - Senior Grade	36600	Promotion
Legislature Secretariat	State Subordinate	01/07/2019 -	02/09/2019 -	Legislature Secretariat	Assistant - Senior Grade	51400	Promotion
Legislature Secretariat	State Subordinate	03/09/2019 -	31/12/2019 -	Legislature Secretariat	Assistant Section Officer	53900	
Legislature Secretariat	State Subordinate	01/01/2020 -	31/12/2020 -	Legislature Secretariat	Assistant Section Officer	55200	

Disciplinary Actions

Ref No	Ref date	Nature of charge	Enquiry officer	File No	Penalty	Penalty remarks	Penalty start date	Penalty order No	Penalty order date	Penalty revoke order date	Revoke order no	Revoke order date

Details of Award Received												
Department		District		Office		Nature Of Award		Purpose		Date Of Award		

Leave On Credit		
As On Date	Leave Type	Days On Credit
17/10/2008	Earned Leave	1.00
26/02/2010	Earned Leave	30.64
28/07/2011	Earned Leave	74.91
17/04/2012	Earned Leave	56.00
01/04/2013	Earned Leave	57.00
31/03/2014	Earned Leave	35.00
31/03/2015	Earned Leave	63.00
31/03/2016	Earned Leave	64.00
31/03/2017	Earned Leave	42.00
31/08/2018	Earned Leave	84.00
25/09/2018	Half Pay Leave	66.00
25/09/2018	Earned Leave	56.00
16/01/2020	Earned Leave	67.00

Leave Availed					
Leave Type	From Date	To Date	Purpose	Sanction No	Sanction By
Special Casual Leave	03/09/2018	07/09/2018			
Commuted Leave	22/11/2018	24/11/2018			
Commuted Leave	26/12/2018	27/12/2018			
Commuted Leave	29/01/2019	02/02/2019			
Commuted Leave	31/05/2019	01/06/2019			
Commuted Leave	21/06/2019	22/06/2019			

Encashment of Leave During Service				
As on date	No. of days	Amount	Sanction Order No	Sanction Date
01/03/2010	30	9856	DIO/MPM/M1/1677/10	19/03/2010
01/08/2011	30	13385	DIO/MPM/M1/5422/11	10/08/2011
17/04/2012	30	19349	512/2012	18/04/2012
02/04/2013	30	21817	485/2013/leg	17/04/2013
01/04/2014	30	24971	570/2014	09/04/2014
01/04/2015	30	30984	446/2015	10/04/2015
01/04/2016	30	38334	558/2016	18/04/2016
01/04/2017	30	41376	579/2017/Nise	07/04/2017
01/09/2018	30	43455	1432/2018	05/08/2018
26/09/2018	30	43455	1553/2018	27/09/2018
16/01/2020	30	49800	107/2020	22/01/2020

Nominations for PF, Pensionary and other claims					
Benefit Name	Nominee name	Nominee address	Relationship	Invalid on the happening of	Amount Portion
D.C.R.G.	NEELAMBARAN	PADIYANAYIL, NADUVATHUCHERI, CHAVARA SOUTH PO KOLLAM	FATHER	FILING A FRESH NOMINATION	FULL
G.P.F	NEELAMBARAN	PADIYANAYIL NADUVATHUCHERI	FATHER	FILING AFRESH NOMINATION	FULL
Group Insurance	NEELAMBARAN	PADIYANAYIL NADUVATHUCHERI	FATHER	FILING AFRESH NOMINATION	FULL
GPAI	NEELAMBARAN	PADIYANAYIL, NADUVATHUCHERI, CHAVARA SOUTH PO KOLLAM	FATHER	FILING A FRESH NOMINATION	FULL

Annual Performance Report submission details			
Period from	Period To	Submitted(Y/ N)	Submitted Date

Annual Property Return submission details

Period from	Period To	Submitted(Y/ N)	Submitted date

Details of official accommodation availed (Quarters)						
Station	From date	To date	Is Eligible for HRA	Address	Sanction No	Sanction date

Details of disbursement of loans like HBA, MCA, GPF advance etc.						
Loan Item	Instalment No.	Disbursement date	Amount	Order number	Order date	

Details of current Loans/ Advance Recovery									
Loan Item	Loan Acc No	Loan Amount	Instalment Amount	No.of Instalments	Last Instalment No.	Amount already paid	Status	Freeze Recovery	Principal or Interest
GPF Loan Repayment(801)	SSW390785	450000	12500	36	31	387500		N	P

Details of benefits like GPF, GI, SLI, FBS, D.C.R.G, Pension etc						
Benefit Type	Identifying No.	Sum Assured	Subscription	Risk Effect From	Maturity Date	

Present Salary Details						
Basic Pay:	56500	Bill type:	ASO	Acquittance Group:	ASSISTANTS A	
Last Change Date:	01/01/2021	Next Incr. Date:	01/01/2022			
Credit To Bank:	Y	Bank:		Account No.:	799012600505796	

Additional Pay and Allowances		
Description	Amount	W.E.Date
Special Allwnc. for physically handicapped(85)	1100	01/03/2021

Deductions and Recoveries			
SINo.	Deduction	Amount	Details
1	Excess Pay Drawn(000)	465	465
0	State Life Insurance-sub(129)	500	500
2	Group Insurance Scheme(324)	800	800
0	GPAI Scheme(375)	500	500
2	GPF - Monthly Sub.(701)	3500	3500
1	Arrear to PF(709)	103554	103554
1	Ocki Relief Fund Contribution	200	200

Government of Kerala
Service and Payroll Administrative Repository for Kerala
Employee Data Sheet

PEN : 333308

Name : Gopan P R



Personal Memoranda

Sex :	M	Nationality :	India
Date of birth :	12/03/1977	Date of superannuation :	31/03/2033
Father's Name:	Pushkaran K	Mother's Name:	
Blood group :		Religion :	Hindu
Caste :	Kanikkan	Category(SC/ST/OBC/OC/GEN) :	SC
Ex-service Men(Yes/No):	N	Physically handicapped(Yes/No) :	N
If Yes, Nature of Hanicap:			
PAN Number :	BDEPG2912H	Ration Card No:	
Voter Id Card No:		Marital Status :	S
Spouse's Name :		Is Inter Religion / Caste(Yes/No) :	
Spouse's Religion:		Spouse's Caste :	
Is Spouse Employed(Yes/No):		Spouse Employed In :	
Identification Marks 1 :	GGGF		
2 :	HFHGH		
Height(cm) :	150		

Present Service Details

Department :	Legislature Secretariat	Office :	Legislature Secretariat
Section :		Seat No :	
Employment Type :	Regular	Service category :	State Subordinate
Designation :	Assistant Section Officer	SDO Code :	
P F Type :	GPFKERALA	P F Number :	TRY356287
Date of joining in Gov. Service :	10/11/2004	Date of joining in the Department :	19/04/2008

Details of parent department, if currently on deputaion

Parent Department :		Parent Office :	
Designation :		Deputaion w.e.f :	
Deputaion Year :		Deputation Months :	
Order Number :		Order Date :	

Present Address

House No and Name:	Radhamandiram
Street Name :	Manali
Place :	Anapara
Pin :	695101
State :	Kerala
District :	Thiruvananthapuram
Taluk :	Thiruvananthapuram
Village :	Petta
Phone Number :	04712512416
Home Town :	anayara
E-mail Address :	accb@niyamasabha.org

Permanent Address

House No and Name:	Radhamandiram
Street Name :	Manali
Place :	Anapara
Pin :	695101
State :	Kerala
District :	Thiruvananthapuram
Taluk :	Thiruvananthapuram
Village :	Poovar
Phone Number :	04712512416
Mobile Number :	9966112244

Recruitment Details

Source:	PSC	Type:	General	Method:	Direct
Adv. memo No.:	RIA (1) 2469/06/GW	Adv. Memo Date:	25/03/2008	SI No. in Memo:	1
App. order No:	11777/AcA4/08/Leg	App. order Date:	07/04/2008	Entry Category:	State Subordinate
Is Dist. Recruit ?	N	Selected District:			

Police Verification Details

Ref No. :	C NO.TR350/SB/UR/S/2008	Ver Report Date:	07/05/2008	Police Station:	
Remarks :					

Qualifications							
Course Type	Course Name	Subject	University	Institution	Class Obtained	Reg No.	Year Of Pass
Graduation-Arts	BA	Arts	Kerala		Passed	36707/4 97	1997

Details Of Dependents		
Name	Relationship	Date Of Birth

Departmental Tests Passed							
Department	Test Name	Month	Year	Reg No.	Certificate No	Certificate Date	
Legislature Secretariat	Account Test Lower	1	2011	2289 6952 11331			
Legislature Secretariat	Secretariat Manual	1	2011	11331			

Details of Training Programs Attended							
Course Title	Sponsored By	Conducted By	City Name	Country	Qualification	Training From	Training To

Previous Qualifying Services					
Office	Post Held	Date From	Date To	Reason For Termination	

Details of Declaration of Probation						
Department	District	Office	Designation	With Effect From	Probation Order No	Probation Order Date
Legislature Secretariat	Thiruvananthapuram	Legislature Secretariat	Assistant	14/01/2011	13881/AcA4/2011/Leg	21/06/2011

Details of Regularisation						
Department	District	Office	Designation	Date of Entry	Order No	Order Date
Legislature Secretariat	Thiruvananthapuram	Legislature Secretariat	Assistant	19/04/2008	12435/AcA4/2008/Leg.	22/08/2008

Service Details							
Department	Category	Date From	Date To	Office	Designation	Basic Pay	Remarks
Treasuries	State Subordinate	10/11/2004 FN	27/06/2006 AN	Sub Treasury Pathanapuram	Junior Accountant	3050	
Treasuries	State Subordinate	28/06/2006 FN	18/04/2008 AN	Sub Treasury, Kadakkal	Junior Accountant	5120	
Legislature Secretariat	State Subordinate	19/04/2008 -	09/11/2009 -	Legislature Secretariat	Assistant	7990	
Legislature Secretariat	State Subordinate	10/11/2009 FN	13/01/2011 AN	Legislature Secretariat	Assistant	14980	Pay Fixation
Legislature Secretariat	State Subordinate	14/01/2011 -	30/04/2011 -	Legislature Secretariat	Assistant	15380	
Legislature Secretariat	State Subordinate	01/05/2011 -	17/05/2011 -	Legislature Secretariat	Assistant - Senior Grade	16180	
Legislature Secretariat	State Subordinate	18/05/2011 FN	31/05/2012 AN	Legislature Secretariat	Assistant	15380	
Legislature Secretariat	State Subordinate	01/06/2012 -	31/05/2013 -	Legislature Secretariat	Assistant - Senior Grade	16580	
Legislature Secretariat	State Subordinate	01/06/2013 -	31/05/2014 -	Legislature Secretariat	Assistant - Senior Grade	16980	
Legislature Secretariat	State Subordinate	01/06/2014 -	30/06/2014 -	Legislature Secretariat	Assistant - Senior Grade	17420	
Legislature Secretariat	State Subordinate	01/07/2014 FN	31/05/2015 AN	Legislature Secretariat	Assistant - Senior Grade	34800	Pay Fixation
Legislature Secretariat	State Subordinate	01/06/2015 -	31/05/2016 -	Legislature Secretariat	Assistant - Senior Grade	35700	
Legislature Secretariat	State Subordinate	01/06/2016 -	28/06/2016 -	Legislature Secretariat	Assistant - Senior Grade	36600	
Legislature Secretariat	State Subordinate	29/06/2016 -	31/05/2017 -	Legislature Secretariat	Assistant Section Officer	38500	
Legislature Secretariat	State Subordinate	01/06/2017 -	31/05/2018 -	Legislature Secretariat	Assistant Section Officer	39500	
Legislature Secretariat	State Subordinate	01/06/2018 -	31/05/2019 -	Legislature Secretariat	Assistant Section Officer	40500	
Legislature Secretariat	State Subordinate	01/06/2019 -	30/06/2019 -	Legislature Secretariat	Assistant Section Officer	41500	
Legislature Secretariat	State Subordinate	01/07/2019 -	31/05/2020 -	Legislature Secretariat	Assistant Section Officer	57900	
Legislature Secretariat	State Subordinate	01/06/2020 -	31/05/2021 -	Legislature Secretariat	Assistant Section Officer	59300	

Disciplinary Actions												
Ref No	Ref date	Nature of charge	Enquiry officer	File No	Penalty	Penalty remarks	Penalty start date	Penalty order No	Penalty order date	Penalty revoke order date	Revoke order no	Revoke order date

Details of Award Received						
Department	District	Office	Nature Of Award	Purpose	Date Of Award	

Leave On Credit		
As On Date	Leave Type	Days On Credit
28/02/2011	Earned Leave	59.00
24/11/2011	Earned Leave	46.00
10/07/2013	Earned Leave	56.00
31/03/2014	Earned Leave	48.00
04/11/2014	Half Pay Leave	68.00
22/01/2015	Earned Leave	42.00
12/05/2015	Earned Leave	52.00
30/06/2016	Earned Leave	55.00

Leave Availed					
Leave Type	From Date	To Date	Purpose	Sanction No	Sanction By
Dies-Non	08/01/2013	13/01/2013	Dies-non		
Commuted Leave	04/11/2014	04/11/2014			
Half Pay Leave	01/03/2019	11/03/2019			
Leave Without Allowance without MC (Rule 88)	16/03/2019	26/03/2019			
Leave Without Allowance without MC (Rule 88)	29/03/2019	06/04/2019			

Encashment of Leave During Service				
As on date	No. of days	Amount	Sanction Order No	Sanction Date
01/03/2011	30	16554	285/2011	16/03/2011
25/11/2011	30	22336	1345/2011	08/12/2011
17/07/2012	30	24020	932/2012	24/07/2012
11/07/2013	30	27169	911/2013	16/07/2013
01/04/2014	30	28867	570/2014	09/04/2014
13/05/2015	30	32546	631/2015	16/05/2015
01/07/2016	30	42294	1182/2016	07/07/2016
26/09/2018	30	48975	1553/2018	27/09/2018

Nominations for PF, Pensionary and other claims					
Benefit Name	Nominee name	Nominee address	Relationship	Invalid on the happening of	Amount Portion
D.C.R.G.	Radha P	Radhamandiram Manaly Anappara P O Vithura	Mother		
G.P.F	Radha P	Radhamandiram Manaly Anappara P O Vithura	Mother		
Group Insurance	Radha P	Radhamandiram Manaly Anappara P O Vithura	Mother		

Annual Performance Report submission details			
Period from	Period To	Submitted(Y/ N)	Submitted Date

Annual Property Return submission details			
Period from	Period To	Submitted(Y/ N)	Submitted date

Details of official accommodation availed (Quarters)						
Station	From date	To date	Is Eligible for HRA	Address	Sanction No	Sanction date

Details of disbursement of loans like HBA, MCA, GPF advance etc.						
Loan Item	Instalment No.	Disbursement date	Amount	Order number	Order date	

--	--	--	--	--	--

Details of current Loans/ Advance Recovery									
Loan Item	Loan Acc No	Loan Amount	Instalment Amount	No.of Instalments	Last Instalment No.	Amount already paid	Status	Freeze Recovery	Principal or Interest

Details of benefits like GPF, GI, SLI, FBS, D.C.R.G, Pension etc					
Benefit Type	Identifying No.	Sum Assured	Subscription	Risk Effect From	Maturity Date
G.P.F	TRY 356287	0	6000		
Group Insurance	00	0	200		
S.L.I	870605479	0	150		
L.I.C.	782529064	0	621		
L.I.C.	783519559	0	191		

Present Salary Details					
Basic Pay:	60700	Bill type:	ASO	Acquittance Group:	ASSISTANTS A
Last Change Date:	01/06/2021	Next Incr. Date:	01/06/2022		
Credit To Bank:	Y	Bank:		Account No.:	799012600226253

Additional Pay and Allowances		
Description	Amount	W.E.Date

Deductions and Recoveries			
SINo.	Deduction	Amount	Details
0	Excess Pay Drawn(000)	1145	1145
1	Excess Pay Drawn(000)	11232	11232
2	Excess Pay Drawn(000)	11000	11000
3	Excess Pay Drawn(000)	8263	8263
4	Excess Pay Drawn(000)	8669	8669
0	State Life Insurance-sub(129)	150	150
1	State Life Insurance-sub(129)	500	500
1	LIC Premium(303)	621	621
2	LIC Premium(303)	191	191
3	LIC Premium(303)	1412	1412
4	LIC Premium(303)	495	495
1	Income tax(311)	5000	5000
1	Group Insurance Scheme(324)	800	800
0	GPAI Scheme(375)	500	500
0	CMDRF-Flood Relief	2750	2750
1	GPF - Monthly Sub.(701)	10000	10000
1	Arrear to PF(709)	101821	101821
1	Ocki Relief Fund Contribution	500	500
0	Profession Tax(777)	1250	1250

Government of Kerala
Service and Payroll Administrative Repository for Kerala
Employee Data Sheet

PEN : 333969 **Name :** Jaise T Lukose



Personal Memoranda

Sex :	M	Nationality :	India
Date of birth :	02/01/1978	Date of superannuation :	31/01/2034
Father's Name:	T V Lukose	Mother's Name:	Ancy Lukose
Blood group :		Religion :	Christian
Caste :	Roman Catholic	Category(SC/ST/OBC/OC/GEN) :	Gen
Ex-service Men(Yes/No):	N	Physically handicapped(Yes/No) :	N
If Yes, Nature of Hanicap:			
PAN Number :	AITPL7960R	Ration Card No:	
Voter Id Card No:		Marital Status :	S
Spouse's Name :		Is Inter Religion / Caste(Yes/No) :	
Spouse's Religion:		Spouse's Caste :	
Is Spouse Employed(Yes/No):		Spouse Employed In :	
Identification Marks 1 :	A black mole on the backside of middle finger of left hand		
2 :	A black mole on the little finger of left hand		
Height(cm) :	158		

Present Service Details

Department :	Legislature Secretariat	Office :	Legislature Secretariat
Section :		Seat No :	
Employment Type :	Regular	Service category :	State Subordinate
Designation :	Assistant Section Officer	SDO Code :	
P F Type :	GPFKERALA	P F Number :	P&L393688
Date of joining in Gov. Service :	20/11/2008	Date of joining in the Department :	20/11/2008

Details of parent department, if currently on deputaion

Parent Department :		Parent Office :	
Designation :		Deputaion w.e.f :	
Deputaion Year :		Deputation Months :	
Order Number :		Order Date :	

Present Address

House No and Name: Thengummoottil house
Street Name : Thidanadu
Place : Erattupetta
Pin : 695101
State : Kerala
District : Kottayam
Taluk : Kanjirappally
Village : Elangulam
Phone Number : 04712512416
Home Town : kottayam
E-mail Address : jaise2020@gmail.com

Permanent Address

House No and Name: Thengummoottil House
Street Name : Thidanadu
Place : erattupetta
Pin : 695101
State : Kerala
District : Kottayam
Taluk : Kanjirappally
Village : Erumeli Thekku
Phone Number : 04712512416
Mobile Number : 9496843271

Recruitment Details

Source:	PSC	Type:	General	Method:	Direct
Adv. memo No.:	RIA (1) 2469/06/GW	Adv. Memo Date:	31/10/2009	SI No. in Memo:	1
App. order No:	11777/AcA4/08/Leg	App. order Date:	15/11/2000	Entry Category:	State Subordinate
Is Dist. Recruit ?	N	Selected District:			

Police Verification Details

Ref No. :	C NO.1214/SBVS/08/K	Ver Report Date:	23/12/2008	Police Station:	
Remarks :					

Qualifications							
Course Type	Course Name	Subject	University	Institution	Class Obtained	Reg No.	Year Of Pass
Graduation-Education	BEd	Education	MG		Passed	65419	2001
Post Graduation-Commerce	MA	Economics	MG		Passed	80006	2000

Details Of Dependents		
Name	Relationship	Date Of Birth

Departmental Tests Passed							
Department	Test Name	Month	Year	Reg No.	Certificate No	Certificate Date	
Legislature Secretariat	Account Test Lower	1	2011	1775 2280 10149			
Legislature Secretariat	Secretariat Manual	7	2009	2280	9413/10		

Details of Training Programs Attended							
Course Title	Sponsored By	Conducted By	City Name	Country	Qualification	Training From	Training To

Previous Qualifying Services				
Office	Post Held	Date From	Date To	Reason For Termination

Details of Declaration of Probation						
Department	District	Office	Designation	With Effect From	Probation Order No	Probation Order Date
Legislature Secretariat	Thiruvananthapuram	Legislature Secretariat	Assistant	20/11/2010	18916/ACA4/2010/LE G	29/12/2010

Details of Regularisation						
Department	District	Office	Designation	Date of Entry	Order No	Order Date
Legislature Secretariat	Thiruvananthapuram	Legislature Secretariat	Assistant	20/11/2008	12435/AcA4/2008/Leg.	07/03/2009

Service Details							
Department	Category	Date From	Date To	Office	Designation	Basic Pay	Remarks
Legislature Secretariat	State Subordinate	20/11/2008 -	31/10/2009 -	Legislature Secretariat	Assistant	7990	
Legislature Secretariat	State Subordinate	01/11/2009 FN	31/10/2010 AN	Legislature Secretariat	Assistant	14980	Pay Fixation
Legislature Secretariat	State Subordinate	01/11/2010 FN	22/06/2011 AN	Legislature Secretariat	Assistant	14980	
Legislature Secretariat	State Subordinate	23/06/2011 -	31/05/2012 -	Legislature Secretariat	Assistant - Senior Grade	16180	
Legislature Secretariat	State Subordinate	01/06/2012 -	31/05/2013 -	Legislature Secretariat	Assistant - Senior Grade	16580	
Legislature Secretariat	State Subordinate	01/06/2013 -	31/05/2014 -	Legislature Secretariat	Assistant - Senior Grade	16980	
Legislature Secretariat	State Subordinate	01/06/2014 -	30/06/2014 -	Legislature Secretariat	Assistant - Senior Grade	17420	
Legislature Secretariat	State Subordinate	01/07/2014 FN	31/05/2015 AN	Legislature Secretariat	Assistant - Senior Grade	33900	Pay Fixation
Legislature Secretariat	State Subordinate	01/06/2015 -	31/05/2016 -	Legislature Secretariat	Assistant - Senior Grade	34800	
Legislature Secretariat	State Subordinate	01/06/2016 -	28/06/2016 -	Legislature Secretariat	Assistant - Senior Grade	35700	
Legislature Secretariat	State Subordinate	29/06/2016 -	31/05/2017 -	Legislature Secretariat	Assistant Section Officer	37500	
Legislature Secretariat	State Subordinate	01/06/2017 -	31/05/2018 -	Legislature Secretariat	Assistant Section Officer	38500	
Legislature Secretariat	State Subordinate	01/06/2018 -	31/05/2019 -	Legislature Secretariat	Assistant Section Officer	39500	
Legislature Secretariat	State Subordinate	01/06/2019 -	30/06/2019 -	Legislature Secretariat	Assistant Section Officer	40500	
Legislature Secretariat	State Subordinate	01/07/2019 -	31/05/2020 -	Legislature Secretariat	Assistant Section Officer	56500	
Legislature Secretariat	State Subordinate	01/06/2020 -	31/05/2021 -	Legislature Secretariat	Assistant Section Officer	57900	

Disciplinary Actions

Ref No	Ref date	Nature of charge	Enquiry officer	File No	Penalty	Penalty remarks	Penalty start date	Penalty order No	Penalty order date	Penalty revoke order date	Revoke order no	Revoke order date

Details of Award Received												
Department		District		Office		Nature Of Award		Purpose		Date Of Award		

Leave On Credit		
As On Date	Leave Type	Days On Credit
19/11/2014	Half Pay Leave	120.00
23/01/2015	Earned Leave	188.00
16/07/2015	Earned Leave	204.00
31/03/2016	Earned Leave	197.00
12/04/2017	Earned Leave	52.00
05/05/2018	Earned Leave	203.00
17/07/2019	Earned Leave	211.00

Leave Aailed					
Leave Type	From Date	To Date	Purpose	Sanction No	Sanction By

Encashment of Leave During Service				
As on date	No. of days	Amount	Sanction Order No	Sanction Date
17/07/2015	30	33338	977/2015	24/07/2015
01/04/2016	30	39288	558/2016	18/04/2016
12/04/2017	30	44400	636/2017	17/04/2017
05/05/2018	30	46290	739/2018	07/05/2018
17/07/2019	30	51000	1069/19	25/07/2019
10/12/2020	30	52200	1202/2020/leg	17/12/2020

Nominations for PF, Pensionary and other claims					
Benefit Name	Nominee name	Nominee address	Relationship	Invalid on the happening of	Amount Portion
G.P.F	Ancy Lukose	Thengummoottil Thidanad Kottayam	Mother		50
G.P.F	T V Lukose	Thengummoottil Thidanad P O Kottayam	Father		50
Group Insurance	Ancy Lukose	Thengummoottil Thidanad P O Kottayam	Mother		50
Group Insurance	T V Lukose	Thengummoottil Thidanad P O Kottayam	Father		50
S.L.I	Ancy Lukose	Thengummoottil Thidanad P O Kottayam	Mother		50
S.L.I	Renjini Joseph	Thengummoottil Thidanad P O Kottayam	Wife		100
S.L.I	T V Lukose	Thengummoottil Thidanad P O Kottayam	Father		50

Annual Performance Report submission details			
Period from	Period To	Submitted(Y/ N)	Submitted Date

Annual Property Return submission details			
Period from	Period To	Submitted(Y/ N)	Submitted date

Details of official accommodation availed (Quarters)						
Station	From date	To date	Is Eligible for HRA	Address	Sanction No	Sanction date

Details of disbursement of loans like HBA, MCA, GPF advance etc.					
Loan Item	Instalment No.	Disbursement date	Amount	Order number	Order date

Details of current Loans/ Advance Recovery									
Loan Item	Loan Acc No	Loan Amount	Instalment Amount	No.of Instalments	Last Instalment No.	Amount already paid	Status	Freeze Recovery	Principal or Interest
Festival Advance(002)	FestAdv082021	15000	3000	5	4	12000		N	P

Details of benefits like GPF, GI, SLI, FBS, D.C.R.G, Pension etc					
Benefit Type	Identifying No.	Sum Assured	Subscription	Risk Effect From	Maturity Date

Present Salary Details					
Basic Pay:	59300	Bill type:	ASO	Acquittance Group:	ASSISTANTS A
Last Change Date:	01/06/2021	Next Incr. Date:	01/06/2022		
Credit To Bank:	Y	Bank:		Account No.:	799012600226575

Additional Pay and Allowances		
Description	Amount	W.E.Date

Deductions and Recoveries			
SIno.	Deduction	Amount	Details
0	Excess Pay Drawn(000)	1156	1156
1	Excess Pay Drawn(000)	200	200
0	State Life Insurance-sub(129)	200	200
1	State Life Insurance-sub(129)	500	500
0	LIC Premium(303)	1114	1114
1	LIC Premium(303)	548	548
1	Income tax(311)	5500	5500
1	Group Insurance Scheme(324)	800	800
0	GPAI Scheme(375)	500	500
0	CMDRF-Flood Relief	2750	2750
1	CMDRF-Flood Relief	4783	4783
1	GPF - Monthly Sub.(701)	4000	4000
1	Arrear to PF(709)	113380	113380
1	Ocki Relief Fund Contribution	500	500
0	Profession Tax(777)	1250	1250

Government of Kerala
Service and Payroll Administrative Repository for Kerala
Employee Data Sheet

PEN : 367480 **Name :** Chithra Lekha K

Chithra Lekha K



Personal Memoranda

Sex :	F	Nationality :	India
Date of birth :	30/05/1976	Date of superannuation :	31/05/2031
Father's Name:	Vijayan N	Mother's Name:	Kumari A
Blood group :	O+	Religion :	Hindu
Caste :	Ezhava	Category(SC/ST/OBC/OC/GEN) :	OBC
Ex-service Men(Yes/No):	N	Physically handicapped(Yes/No) :	N
If Yes, Nature of Hanicap:			
PAN Number :	BSAPK8147B	Ration Card No:	1103007664
Voter Id Card No:	BCC1610286	Marital Status :	S
Spouse's Name :		Is Inter Religion / Caste(Yes/No) :	
Spouse's Religion:		Spouse's Caste :	
Is Spouse Employed(Yes/No):		Spouse Employed In :	
Identification Marks 1 :	A black mole in the right third finger		
2 :	A black mole on the neck		
Height(cm) :	157		

Present Service Details

Department :	Legislature Secretariat	Office :	Legislature Secretariat
Section :		Seat No :	
Employment Type :	Regular	Service category :	State Subordinate
Designation :	Assistant Section Officer	SDO Code :	
P F Type :	GPFKERALA	P F Number :	LAB332097
Date of joining in Gov. Service :	01/02/2005	Date of joining in the Department :	24/02/2011

Details of parent department, if currently on deputaion

Parent Department :		Parent Office :	
Designation :		Deputaion w.e.f :	
Deputaion Year :		Deputation Months :	
Order Number :		Order Date :	

Present Address

House No and Name: Kizhakke Attathuvila Veedu
Street Name : Udayagiri,
Place : Chempazhanthi PO
Pin : 695587
State : Kerala
District : Thiruvananthapuram
Taluk : Thiruvananthapuram
Village : Pangappara
Phone Number : 04712512416
Home Town : Chempazhanthu
E-mail Address : lekhachithra09@gmail.com

Permanent Address

House No and Name: Kizhakke Attathuvila Veedu
Street Name : Udayagiri,
Place : Chempazhanthi PO
Pin : 695587
State : Kerala
District : Thiruvananthapuram
Taluk : Thiruvananthapuram
Village : Pangappara
Phone Number : 04712512416
Mobile Number : 9895772548

Recruitment Details

Source:	PSC	Type:	General	Method:	Direct
Adv. memo No.:	DTD(3)-6654/01(63)	Adv. Memo Date:	23/12/2004	SI No. in Memo:	
App. order No:	A3-15239/04/AO	App. order Date:	22/01/2005	Entry Category:	State Subordinate
Is Dist. Recruit ?	Y	Selected District:	Thiruvananthapuram		

Police Verification Details

Ref No. :		Ver Report Date:		Police Station:	
Remarks :					

Qualifications

Course Type	Course Name	Subject	University	Institution	Class Obtained	Reg No.	Year Of Pass
Graduation-Science	BSc	Science	Kerala University		Passed	153087	1996
Certificate	NTC	Secretariat Practice (Basic)		NCVT	Passed	73711	1997
Certificate	National craft Instructor	National craft Instructor		NCVT	Passed	287	1999
Certificate	NAC	I Mech (CP)		NCVT	Passed	1365/5-01	2001
Certificate	Hindi Bhooshan	Hindi Bhooshan	Kerala Hindi Prachara Sabha		Passed	1271	1992
Certificate	ATC	Secretariat Practice (Advanced)		NCVT	Passed	280	1999
Shorthand	KGTE	English (L)		Board of Technical Examination	Passed	30370/98	1998
PG Diploma	Management	Management	IGNOU		Passed	31731384	2004
PG Diploma	Human Resourse Management	Human Resourse Management	IGNOU		Passed	31731389	2005
Higher Secondary (Plus 2)	PDC	General	Kerala University		Passed	12737	1993
Post Graduation-Management	MBA	MBA	IGNOU		Passed		2006
Matriculation	SSLC	General		Board of Public Examination	Passed	136722	1991

Details Of Dependents		
Name	Relationship	Date Of Birth
Kumari A	Mother	
Vineesh Vijayan	Brother	

Departmental Tests Passed							
Department	Test Name	Month	Year	Reg No.	Certificate No	Certificate Date	
Legislature Secretariat	Account Test Higher (Paper-1)	7	2011	10127	3569/12		
Legislature Secretariat	Account Test Higher	1	2010	1071	3569/12		
Legislature Secretariat	Secretariat Manual	7	2011	10127	3070/12		

Details of Training Programs Attended							
Course Title	Sponsored By	Conducted By	City Name	Country	Qualification	Training From	Training To

Previous Qualifying Services					
Office	Post Held	Date From	Date To	Reason For Termination	
Directote of Training TVM	Peon	01/02/2005	28/12/2006	28/12/2006	
ITI Chakkai	Peon	29/12/2006	24/02/2011	24/02/2011	

Details of Declaration of Probation						
Department	District	Office	Designation	With Effect From	Probation Order No	Probation Order Date
Industrial Training	Thiruvananthapuram	(duplicate)dte	Watchman	17/03/2006	A4-9631/06	02/06/2006
Legislature Secretariat	Thiruvananthapuram	Legislature Secretariat	Assistant	25/02/2013	12626/SA2/2013/LEG	21/03/2013

Details of Regularisation						
Department	District	Office	Designation	Date of Entry	Order No	Order Date
Industrial Training	Thiruvananthapuram	(duplicate)dte	Watchman	01/02/2005	A3-15239/04	20/09/2005

Service Details							
Department	Category	Date From	Date To	Office	Designation	Basic Pay	Remarks
Industrial Training	State Subordinate	01/02/2005 FN	17/03/2006 AN	(duplicate)dte	Watchman	4510	Appointed as Peon at Directorate of Training TVM on 1/2/05 as per Ord No A3-15239/04/AO dt 22/1/05. Pay rev wef 1/2/05. Probation declared wef 17/3/06 as per Ord No A4-9631/06 dt 2/6/06

Industrial Training	State Subordinate	18/03/2006 FN	28/12/2006 AN	(duplicate)dte	Watchman	4630	Trsd to ITI Chackai on 28/12/06 as per Ord No A3-5456/06 dt 26/12/06
Industrial Training	State Subordinate	29/12/2006 FN	31/01/2007 AN	GOVT INDUSTRIAL TRAINING INSTITUTE, CHACKAI	Watchman	4630	Joined duty at ITI Chackai on 29/12/06 as per Ord No A3-5456/06 dt 26/12/06. Next Increment wef 1/2/07
Industrial Training	State Subordinate	01/02/2007 FN	31/01/2009 AN	GOVT INDUSTRIAL TRAINING INSTITUTE, CHACKAI	Watchman	4750	Next increment wef 1/2/08
Industrial Training	State Subordinate	01/02/2009 -	30/06/2009 -	GOVT INDUSTRIAL TRAINING INSTITUTE, CHACKAI	Office Attendant Gr II	4990	
Industrial Training	State Subordinate	01/07/2009 FN	24/02/2011 AN	GOVT INDUSTRIAL TRAINING INSTITUTE, CHACKAI	Office Attendant Gr II	9440	Pay Fixation
Legislature Secretariat	State Subordinate	25/02/2011 FN	24/02/2013 AN	Legislature Secretariat	Assistant	13900	
Legislature Secretariat	State Subordinate	25/02/2013 -	02/05/2013 -	Legislature Secretariat	Assistant	14620	
Legislature Secretariat	State Subordinate	03/05/2013 -	31/01/2014 -	Legislature Secretariat	Assistant - Senior Grade	16180	
Legislature Secretariat	State Subordinate	01/02/2014 -	30/06/2014 -	Legislature Secretariat	Assistant - Senior Grade	16580	
Legislature Secretariat	State Subordinate	01/07/2014 FN	31/01/2015 AN	Legislature Secretariat	Assistant - Senior Grade	33100	Pay Fixation
Legislature Secretariat	State Subordinate	01/02/2015 FN	31/01/2016 AN	Legislature Secretariat	Assistant - Senior Grade	33900	Increment
Legislature Secretariat	State Subordinate	01/02/2016 -	31/01/2017 -	Legislature Secretariat	Assistant - Senior Grade	34800	
Legislature Secretariat	State Subordinate	01/02/2017 -	31/01/2018 -	Legislature Secretariat	Assistant - Senior Grade	35700	
Legislature Secretariat	State Subordinate	01/02/2018 -	31/08/2018 -	Legislature Secretariat	Assistant - Senior Grade	36600	promotion
Legislature Secretariat	State Subordinate	01/09/2018 -	31/01/2019 -	Legislature Secretariat	Assistant Section Officer	38500	
Legislature Secretariat	State Subordinate	01/02/2019 -	30/06/2019 -	Legislature Secretariat	Assistant Section Officer	39500	
Legislature Secretariat	State Subordinate	01/07/2019 -	31/01/2020 -	Legislature Secretariat	Assistant Section Officer	55200	
Legislature Secretariat	State Subordinate	01/02/2020 -	31/01/2021 -	Legislature Secretariat	Assistant Section Officer	56500	

Disciplinary Actions												
Ref No	Ref date	Nature of charge	Enquiry officer	File No	Penalty	Penalty remarks	Penalty start date	Penalty order No	Penalty order date	Penalty revoke order date	Revoke order no	Revoke order date

Details of Award Received						
Department	District	Office	Nature Of Award	Purpose	Date Of Award	

Leave On Credit		
As On Date	Leave Type	Days On Credit
31/01/2008	Half Pay Leave	8.00
31/12/2008	Earned Leave	12.00
04/05/2010	Earned Leave	42.00
01/06/2011	Earned Leave	47.00
26/04/2012	Earned Leave	47.00
02/06/2013	Earned Leave	54.00
20/05/2014	Earned Leave	56.00
01/05/2015	Earned Leave	57.00
14/04/2016	Earned Leave	55.00
30/11/2017	Earned Leave	0.00
05/12/2017	Earned Leave	80.00
26/12/2018	Earned Leave	83.00

01/02/2020	Earned Leave	88.00
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Leave Aailed					
Leave Type	From Date	To Date	Purpose	Sanction No	Sanction By
Leave Without Allowance without MC (Rule 88)	14/03/2005	19/03/2005	Medical Ground	A4-4611/05	AO/DT/TVM
Leave Without Allowance without MC (Rule 88)	30/05/2005	09/06/2005	Attending MBA Exam	A4-9777/05	AO/DT/TVM
Leave Without Allowance without MC (Rule 88)	13/06/2005	27/06/2005	Attending MBA Exam	A4-9777/05	AO/DT/TVM
Leave Without Allowance without MC (Rule 88)	28/06/2005	02/07/2005	MC		AO/DT/TVM
Earned Leave	11/06/2007	16/06/2007			ITI/Chackai
Earned Leave	19/06/2007	22/06/2007			ITI/Chackai
Earned Leave	20/08/2007	23/08/2007			ITI/Chackai
Earned Leave	17/09/2007	20/09/2007			ITI/Chackai
Commuted Leave	18/08/2008	22/08/2008			ITI/Chackai
Commuted Leave	02/09/2008	06/09/2008			ITI/Chackai
Commuted Leave	15/09/2008	19/09/2008			ITI/Chackai
Commuted Leave	20/09/2008	30/09/2008			ITI/Chackai

Encashment of Leave During Service				
As on date	No. of days	Amount	Sanction Order No	Sanction Date
02/04/2007	30	0	A2-1193/07	18/04/2007
13/10/2008	30	0		13/10/2008
05/05/2010	30	9554	A1/1694/2010	06/05/2010
01/06/2011	30	18376	988/2011	16/06/2011
27/04/2012	30	19821	85/2011	07/05/2012
03/06/2013	30	25895	774/2013	18/06/2013
21/05/2014	30	28165	838/2014	26/05/2014
02/05/2015	30	31754	593/2015	11/05/2015
15/04/2016	30	39288	582/2015	21/04/2016
06/12/2017	30	43098	1901/2017	07/12/2017
27/12/2018	30	46675	51/2019	16/01/2019
31/01/2020	30	49800	204/2020/Leg	10/02/2020
01/03/2021	30	52200	353/2021/Leg	04/03/2021

Nominations for PF, Pensionary and other claims					
Benefit Name	Nominee name	Nominee address	Relationship	Invalid on the happening of	Amount Portion
D.C.R.G.	Kumari A	V K Nilayam, Kizhakke Attathu Veedu, Udayagiri, Chempazhanthi, Tivandrum 695587	Mother		Full
G.P.F	Kumari A	V K Nilayam, Kizhakke Attathu Veedu, Udayagiri, Chempazhanthi, Tivandrum 695587	Mother	On filling written request	Full
Group Insurance	Kumari A	V K Nilayam, Kizhakke Attathu Veedu, Udayagiri, Chempazhanthi, Tivandrum 695587	Mother	On filling written request	Full
S.L.I	Kumari A	V K Nilayam, Kizhakke Attathu Veedu, Udayagiri, Chempazhanthi, Tivandrum 695587	Mother	On filling written request	Full
GPAI	Kumari A	V K Nilayam, Kizhakke Attathu Veedu, Udayagiri, Chempazhanthi, Tivandrum 695587	Mother	On filling written request	Half
GPAI	Vineesh Vijayan	V K Nilayam, Kizhakke Attathu Veedu, Udayagiri, Chempazhanthi, Tivandrum 695587	Brother	On filling written request	Half

Annual Performance Report submission details			
Period from	Period To	Submitted(Y/ N)	Submitted Date

Annual Property Return submission details			
Period from	Period To	Submitted(Y/ N)	Submitted date

Details of official accommodation availed (Quarters)						
Station	From date	To date	Is Eligible for HRA	Address	Sanction No	Sanction date

Details of disbursement of loans like HBA, MCA, GPF advance etc.						
Loan Item	Instalment No.	Disbursement date	Amount	Order number	Order date	

Details of current Loans/ Advance Recovery									
Loan Item	Loan Acc No	Loan Amount	Instalment Amount	No.of Instalments	Last Instalment No.	Amount already paid	Status	Freeze Recovery	Principal or Interest
Festival Advance(002)	FestAdv082021	15000	3000	5	4	12000		N	P

Details of benefits like GPF, GI, SLI, FBS, D.C.R.G, Pension etc						
Benefit Type	Identifying No.	Sum Assured	Subscription	Risk Effect From	Maturity Date	
G.P.F	LAB 332097		500	01/03/2006	31/05/2031	
Group Insurance	Nil		0		31/05/2031	
S.L.I	350601592	47700	150		31/05/2031	
GPAI	Nil		0		31/05/2031	

Present Salary Details						
Basic Pay:	57900	Bill type:	ASO	Acquittance Group:	ASSISTANTS A	
Last Change Date:	01/02/2021	Next Incr. Date:	01/02/2022			
Credit To Bank:	Y	Bank:		Account No.:	799012600242023	

Additional Pay and Allowances		
Description	Amount	W.E.Date

Deductions and Recoveries			
SINo.	Deduction	Amount	Details
0	Excess Pay Drawn(000)	2386	2386
1	State Life Insurance-sub(129)	150	150
2	State Life Insurance-sub(129)	500	500
3	State Life Insurance-sub(129)	1000	1000
4	LIC Premium(303)	459	459
1	Income tax(311)	5000	5000
1	Group Insurance Scheme(324)	1000	1000
0	GPAI Scheme(375)	500	500
1	GPF - Monthly Sub.(701)	12000	12000
1	Arrear to PF(709)	106428	106428
1	Ocki Relief Fund Contribution	1000	1000
0	Profession Tax(777)	1250	1250

Government of Kerala
Service and Payroll Administrative Repository for Kerala
Employee Data Sheet

PEN : 368288 **Name :** Sreekumar R



Personal Memoranda

Sex :	M	Nationality :	India
Date of birth :	17/05/1981	Date of superannuation :	31/05/2036
Father's Name:	Raveendran Nair K	Mother's Name:	Padmavathy Amma B
Blood group :	O+	Religion :	Hindu
Caste :	Nair	Category(SC/ST/OBC/OC/GEN) :	Gen
Ex-service Men(Yes/No):	N	Physically handicapped(Yes/No) :	N
If Yes, Nature of Hanicap:			
PAN Number :	BSFPR3670D	Ration Card No:	1105168380
Voter Id Card No:	MMS1515147	Marital Status :	M
Spouse's Name :	Nisha B S	Is Inter Religion / Caste(Yes/No) :	N
Spouse's Religion:	Hindu	Spouse's Caste :	Nair
Is Spouse Employed(Yes/No):	N	Spouse Employed In :	NA
Identification Marks 1 :	A black mole near the left ear		
2 :	A black nmole on the Neck		
Height(cm) :	172		

Present Service Details

Department :	Legislature Secretariat	Office :	Legislature Secretariat
Section :		Seat No :	
Employment Type :	Regular	Service category :	State Subordinate
Designation :	Assistant Section Officer	SDO Code :	
P F Type :	GPFKERALA	P F Number :	MDL356250
Date of joining in Gov. Service :	30/03/2005	Date of joining in the Department :	05/11/2012

Details of parent department, if currently on deputaion

Parent Department :		Parent Office :	
Designation :		Deputaion w.e.f :	
Deputaion Year :		Deputation Months :	
Order Number :		Order Date :	

Present Address

House No and Name: VP XII/892, Uthram
Street Name : Thannippara
Place : Vettinad, Vattappara
Pin : 695028
State : Kerala
District : Thiruvananthapuram
Taluk : Nedumangad
Village : Vembayam
Phone Number : 04722587955
Home Town : Trivandrum
E-mail Address : sree4r@gmail.com

Permanent Address

House No and Name: VP XII/892, Uthram
Street Name : Thannippara
Place : Vettinad, Vattappara
Pin : 695028
State : Kerala
District : Thiruvananthapuram
Taluk : Nedumangad
Village : Vembayam
Phone Number : 04722587955
Mobile Number : 8547187955

Recruitment Details

Source:	PSC	Type:	General	Method:	Direct
Adv. memo No.:	Lr No RIA(1)8803/10/GW	Adv. Memo Date:	16/10/2012	SI No. in Memo:	6
App. order No:	16544/ServicesA2(AcA4)/2011/Leg	App. order Date:	27/10/2012	Entry Category:	State Subordinate
Is Dist. Recruit ?	N	Selected District:			

Police Verification Details

Ref No. :		Ver Report Date:	01/07/2013	Police Station:	Vattappara
Remarks :	Suitable for appointment				

Qualifications							
Course Type	Course Name	Subject	University	Institution	Class Obtained	Reg No.	Year Of Pass
Graduation-Science	BSC	PHYSICS	University of Kerala	Christian College Kattakkada	First Class	3425	2004
Diploma	Radiological Technology	Radiological Technology	Directorate of Medical Education		Passed	52	2001
Higher Secondary (Plus 2)	VHSE	MLT	Vocational Higher Secondary Examination	Govt VHSS Vellanad	Distinction	8088	1998
Matriculation	SSLC	General	Board of Public Examination Kerala	Govt VHSS Vellanad	First Class	332446	1996

Details Of Dependents		
Name	Relationship	Date Of Birth
B Padmavathi Amma	Mother	
Bhagya N S	Daughter	01/06/2009
K Raveendran Nair	Father	
Nisha B S	Wife	25/05/1985

Departmental Tests Passed							
Department	Test Name	Month	Year	Reg No.	Certificate No	Certificate Date	
PANCHAYATS	Account Test Higher Paper III	6	2005	23496	10462/06	01/06/2006	
PANCHAYATS	Account Test Higher Paper II	6	2005	23374	10462/06	01/06/2006	
PANCHAYATS	Account Test Higher Paper I	6	2005	23496	10462/06	01/06/2006	
PANCHAYATS	Account Test Lower Paper II	6	2005	23496	10462/06	01/06/2006	
PANCHAYATS	Account Test Lower Paper I	6	2005	23496	10462	01/06/2006	
PANCHAYATS	MOP	6	2005	23496	10463/06	01/06/2005	
Legislature Secretariat	Account Test Higher	1	2013	103263	7630/13	26/06/2013	
Legislature Secretariat	Secretariat Manual	1	2013	103263	7631/13	26/06/2013	

Details of Training Programs Attended							
Course Title	Sponsored By	Conducted By	City Name	Country	Qualification	Training From	Training To

Previous Qualifying Services					
Office	Post Held	Date From	Date To	Reason For Termination	
Fire and Resue Services Ernakulam	Firemen	28/04/2004	29/03/2005	29/03/2005	
Ponmundam Grama Panchayat Malappuram	LDC	30/03/2005	15/09/2006	15/09/2006	

Details of Declaration of Probation						
Department	District	Office	Designation	With Effect From	Probation Order No	Probation Order Date
Legislature Secretariat	Thiruvananthapuram	Legislature Secretariat	Assistant	05/11/2014	280/2014	28/11/2014

Details of Regularisation						
Department	District	Office	Designation	Date of Entry	Order No	Order Date
PANCHAYATS	Malappuram	Ponmundam Grama Panchayat	Clerk	30/03/2005	D3/3333/2005/DDP,M LPM	02/01/2006
Legislature Secretariat	Thiruvananthapuram	Legislature Secretariat	Assistant	05/11/2012	12003/SA2/2014/Leg	30/01/2014

Service Details							
Department	Category	Date From	Date To	Office	Designation	Basic Pay	Remarks
Medical Education	State Subordinate	16/09/2006 FN	31/08/2007 AN	(dup)MEDICAL COLLEGE THRISSUR	Radiographer Gr II	6680	Joind as Radiographer II wef 16/09/2006 as per order No E2/11775/06 MCTCR dt 16/09/2006
Medical Education	State Subordinate	01/09/2007 FN	30/06/2009 AN	(dup)MEDICAL COLLEGE THRISSUR	Radiographer Gr II	6840	NI wef 01/09/2008
Medical Education	State Subordinate	01/07/2009 FN	30/06/2010 AN	MEDICAL COLLEGE, THIRUVANANTHAPURAM	Radiographer Gr II	12880	Pay Fixation
Medical Education	State Subordinate	01/07/2010 -	30/06/2011 -	MEDICAL COLLEGE, THIRUVANANTHAPURAM	Radiographer Gr II	13210	

Medical Education	State Subordinate	01/07/2011 -	30/06/2012 -	MEDICAL COLLEGE, THIRUVANANTHAPURAM	Radiographer Gr II	13540	
Medical Education	State Subordinate	01/07/2012 -	04/11/2012 FN	MEDICAL COLLEGE, THIRUVANANTHAPURAM	Radiographer Gr II	13900	
Legislature Secretariat	State Subordinate	05/11/2012 -	31/10/2013 -	Legislature Secretariat	Assistant	14620	
Legislature Secretariat	State Subordinate	01/11/2013 FN	30/06/2014 AN	Legislature Secretariat	Assistant	14980	
Legislature Secretariat	State Subordinate	01/07/2014 FN	04/11/2014 AN	Legislature Secretariat	Assistant	29900	Pay Fixation
Legislature Secretariat	State Subordinate	05/11/2014 FN	31/10/2015 AN	Legislature Secretariat	Assistant	30700	Increment
Legislature Secretariat	State Subordinate	01/11/2015 -	19/06/2016 -	Legislature Secretariat	Assistant	31500	
Legislature Secretariat	State Subordinate	20/06/2016 -	31/10/2016 -	Legislature Secretariat	Assistant - Senior Grade	33100	
Legislature Secretariat	State Subordinate	01/11/2016 -	31/10/2017 -	Legislature Secretariat	Assistant - Senior Grade	33900	
Legislature Secretariat	State Subordinate	01/11/2017 -	31/10/2018 -	Legislature Secretariat	Personal Assistant to MLAs(16180-29180)	34800	
Legislature Secretariat	State Subordinate	01/11/2018 -	30/06/2019 -	Legislature Secretariat	Personal Assistant to MLAs(16180-29180)	35700	
Legislature Secretariat	State Subordinate	01/07/2019 -	31/10/2019 -	Legislature Secretariat	Personal Assistant to MLAs(16180-29180)	50200	
Legislature Secretariat	State Subordinate	01/11/2019 -	31/10/2020 -	Legislature Secretariat	Personal Assistant to MLAs(16180-29180)	51400	
Legislature Secretariat	State Subordinate	01/11/2020 -	31/03/2021 -	Legislature Secretariat	Personal Assistant to MLAs(16180-29180)	52600	promotion
Legislature Secretariat	State Subordinate	01/04/2021 -	31/10/2021 -	Legislature Secretariat	Assistant Section Officer	55200	

Disciplinary Actions												
Ref No	Ref date	Nature of charge	Enquiry officer	File No	Penalty	Penalty remarks	Penalty start date	Penalty order No	Penalty order date	Penalty revoke order date	Revoke order no	Revoke order date

Details of Award Received						
Department	District	Office	Nature Of Award	Purpose	Date Of Award	

Leave On Credit		
As On Date	Leave Type	Days On Credit
01/04/2010	Earned Leave	30.00
31/03/2013	Earned Leave	53.00
31/03/2014	Earned Leave	73.00
31/03/2015	Earned Leave	76.00
31/03/2016	Earned Leave	79.00
31/03/2017	Earned Leave	39.00

Leave Aailed					
Leave Type	From Date	To Date	Purpose	Sanction No	Sanction By

Encashment of Leave During Service				
As on date	No. of days	Amount	Sanction Order No	Sanction Date
16/03/2006	15	0		16/03/2006
01/04/2007	30	0	E2/4400/07 MCTCR	01/04/2007
01/04/2008	30	0	E2/5148/08 MCTCR	01/04/2008
01/04/2010	30	12182	EN2/5038/10/MCT	01/04/2010
10/05/2011	30	17470	666	10/05/2011
01/04/2013	30	22339	384/2013/leg	03/04/2013
01/04/2014	30	25557	570/2014	09/04/2014
01/04/2015	30	28824	446/2015	10/04/2015

01/04/2016	30	35790	558/2016	18/04/2016
01/04/2017	30	40368	579/2017/Nise	07/04/2017
01/04/2018	30	42072	546/2018/leg	09/04/2018
01/04/2019	30	43455	496/2019/leg	05/04/2019
06/11/2020	30	47400	1175/2020/leg	11/12/2020

Nominations for PF, Pensionary and other claims					
Benefit Name	Nominee name	Nominee address	Relationship	Invalid on the happening of	Amount Portion
Pension	Nisha B S	Uthram Thannippara Vettinad Vattappara P O	Wife		100
G.P.F	Nisha B S	Uthram Thannippara Vettinad Vattappara P O	Wife		100

Annual Performance Report submission details			
Period from	Period To	Submitted(Y/ N)	Submitted Date

Annual Property Return submission details			
Period from	Period To	Submitted(Y/ N)	Submitted date

Details of official accommodation availed (Quarters)						
Station	From date	To date	Is Eligible for HRA	Address	Sanction No	Sanction date

Details of disbursement of loans like HBA, MCA, GPF advance etc.						
Loan Item	Instalment No.	Disbursement date	Amount	Order number	Order date	

Details of current Loans/ Advance Recovery									
Loan Item	Loan Acc No	Loan Amount	Instalment Amount	No.of Instalments	Last Instalment No.	Amount already paid	Status	Freeze Recovery	Principal or Interest
GPF Loan Repayment(8 01)	MDL356250	84600	2350	36	8	18800		N	P

Details of benefits like GPF, GI, SLI, FBS, D.C.R.G, Pension etc						
Benefit Type	Identifying No.	Sum Assured	Subscription	Risk Effect From	Maturity Date	
G.P.F	MDL 356250		500	01/07/2007		
Group Insurance	TSR 08085939		250	05/10/2006		
S.L.I	511204590	0	1000	01/09/2012		
S.L.I	590546650		200	01/09/2005		

Present Salary Details					
Basic Pay:	56500	Bill type:	ASO	Acquittance Group:	PA to MLA 2
Last Change Date:	01/11/2021	Next Incr. Date:	01/11/2022		
Credit To Bank:	Y	Bank:		Account No.:	799012600242314

Additional Pay and Allowances		
Description	Amount	W.E.Date

Deductions and Recoveries			
SINo.	Deduction	Amount	Details
1	State Life Insurance-sub(129)	200	200
2	State Life Insurance-sub(129)	1000	1000
1	LIC Premium(303)	277	277
2	LIC Premium(303)	468	468
3	LIC Premium(303)	182	182
1	Income tax(311)	3000	3000
1	Group Insurance Scheme(324)	800	800
0	GPAI Scheme(375)	500	500
10	GPF - Monthly Sub.(701)	4000	4000
1	Arrear to PF(709)	99681	99681

1	Ocki Relief Fund Contribution	1000	1000
0	Profession Tax(777)	1250	1250

Government of Kerala
Service and Payroll Administrative Repository for Kerala
Employee Data Sheet

PEN : 370101 **Name :** Simi P



Personal Memoranda

Sex :	F	Nationality :	India
Date of birth :	25/05/1977	Date of superannuation :	31/03/2033
Father's Name:	Pushpangadan	Mother's Name:	Panchami N K
Blood group :	O+	Religion :	Hindu
Caste :	Ezhava	Category(SC/ST/OBC/OC/GEN) :	OBC
Ex-service Men(Yes/No):	N	Physically handicapped(Yes/No) :	N
If Yes, Nature of Hanicap:			
PAN Number :	DYPPS8815F	Ration Card No:	1314052232
Voter Id Card No:	TJX0231589	Marital Status :	M
Spouse's Name :	Prakash M	Is Inter Religion / Caste(Yes/No) :	N
Spouse's Religion:	Hindu	Spouse's Caste :	Ezhava
Is Spouse Employed(Yes/No):	Y	Spouse Employed In :	Drugs Control Dept.
Identification Marks 1 :	A black mole on the right ear		
2 :	A black mole on the forehead		
Height(cm) :	154		

Present Service Details

Department :	Legislature Secretariat	Office :	Legislature Secretariat
Section :		Seat No :	
Employment Type :	Regular	Service category :	State Subordinate
Designation :	Assistant Section Officer	SDO Code :	
P F Type :	GPFKERALA	P F Number :	LAB300817
Date of joining in Gov. Service :	27/05/2004	Date of joining in the Department :	26/02/2011

Details of parent department, if currently on deputaion

Parent Department :		Parent Office :	
Designation :		Deputaion w.e.f :	
Deputaion Year :		Deputation Months :	
Order Number :		Order Date :	

Present Address

House No and Name: TC 50/367 (23), Anjali Garden
Street Name : Kandukazhcha Lane
Place : Karamana P O
Pin : 695002
State : Kerala
District : Thiruvananthapuram
Taluk : Thiruvananthapuram
Village : Vanchiyoor
Phone Number : 04712512416
Home Town : adoor
E-mail Address : simipattazhi@gmail.com

Permanent Address

House No and Name: Vengasseril Puthenveedu
Street Name : Kodumon PO
Place : Kodumon
Pin : 691555
State : Kerala
District : Pathanamthitta
Taluk : Adoor
Village : Koduman
Phone Number : 04712512416
Mobile Number : 9048701868

Recruitment Details

Source:	PSC	Type:	General	Method:	Direct
Adv. memo No.:	RIA(1)8803/10/GW	Adv. Memo Date:	01/02/2011	SI No. in Memo:	0
App. order No:	12163/AcA4/2011/Leg	App. order Date:	21/02/2011	Entry Category:	State Subordinate
Is Dist. Recruit ?	N	Selected District:			

Police Verification Details

Ref No. :		Ver Report Date:		Police Station:	
Remarks :					

Qualifications

Course Type	Course Name	Subject	University	Institution	Class Obtained	Reg No.	Year Of Pass
Graduation-Arts	B. A	Arts	University of Kerala		Passed	601026	2003
Diploma	Polymer Technology	Polymer Technology	State board of Technical Education		Passed	17598	1998
Higher Secondary (Plus 2)	P. D. C	General	University of Kerala		Passed	42731	1994
Matriculation	S. S. L. C	General	Board of Public Examinations		Passed	105687	1992

Details Of Dependents		
Name	Relationship	Date Of Birth
Abhijith Prakash	Son	
Prakash M	Husband	

Departmental Tests Passed						
Department	Test Name	Month	Year	Reg No.	Certificate No	Certificate Date
Industrial Training	Account Test Higher	0	0	8324, 8315	4361/08	
Industrial Training	Account Test Lower	0	2005	8324, 8454	13410/06	
Industrial Training	MOP	1	2005	8454	13409/06	
Legislature Secretariat	Secretariat Manual	7	2011	10505	1414/12	

Details of Training Programs Attended							
Course Title	Sponsored By	Conducted By	City Name	Country	Qualification	Training From	Training To
Windows MS Office and Internet	Industrial Training Dept	IMG	Kochi	India	0	26/12/2007	05/01/2008
Orientation Training Programme for LDC UDC	Industrial Training Dept	STI	Kazhakkuttam	India	0	24/06/2008	28/06/2008
Training Programme on Citizens character and RTI Act	Industrial Training Dept	KILE	Trivandrum	India	0	15/12/2008	16/12/2008

Previous Qualifying Services				
Office	Post Held	Date From	Date To	Reason For Termination

Details of Declaration of Probation						
Department	District	Office	Designation	With Effect From	Probation Order No	Probation Order Date
Industrial Training	Pathanamthitta	GOVT I T I CHENNEERKARA	Clerk	08/07/2006	A4-19549/06/Ldis/AO, DT, TVM	30/11/2006
Legislature Secretariat	Thiruvananthapuram	Legislature Secretariat	Assistant	26/02/2013	12629/SA2/2013/LEG	21/03/2013

Details of Regularisation						
Department	District	Office	Designation	Date of Entry	Order No	Order Date
Industrial Training	Pathanamthitta	GOVT I T I CHENNEERKARA	Clerk	27/05/2004	A3-14236/03(3)/AO, DT, TVM	04/10/2004
Legislature Secretariat	Thiruvananthapuram	Legislature Secretariat	Assistant	26/02/2011	12521/AcA4/2012/Leg	01/03/2012

Service Details							
Department	Category	Date From	Date To	Office	Designation	Basic Pay	Remarks
Industrial Training	State Subordinate	27/05/2004 FN	30/06/2004 AN	GOVT I T I CHENNEERKARA	Clerk	3050	Joined duty on 27/5/04 as per ord.above. Pay Revision wef 1/7/04 as per GO(P)262/07/59/Fin.,dt.19/6/07.
Industrial Training	State Subordinate	01/07/2004 FN	30/06/2005 AN	GOVT I T I CHENNEERKARA	Clerk	5250	Pay Revision wef 1/7/04 as per GO(P)262/07/59/Fin.,dt.19/6/07. Increment wef 1/7/05.
Industrial Training	State Subordinate	01/07/2005 FN	07/07/2006 AN	GOVT I T I CHENNEERKARA	Clerk	5380	Probation declared wef 8/7/06 as per ord.No.A4-19549/06/LDis/AO, DT, TVM, dt.30/11/06.

Industrial Training	State Subordinate	08/07/2006 FN	30/06/2007 AN	GOVT I T I CHENNEERKARA	Clerk	5510	Probation declared wef 8/7/06 as per ord.No.A4- 19549/06/LDis/ AO, DT, TVM, dt.30/11/06. NI wef 1/7/07.
Industrial Training	State Subordinate	01/07/2007 FN	30/06/2008 AN	GOVT I T I CHENNEERKARA	Clerk	5650	NI wef 1/7/08.
Industrial Training	State Subordinate	01/07/2008 FN	20/01/2009 AN	GOVT I T I CHENNEERKARA	Clerk	5790	
Industrial Training	State Subordinate	21/01/2009 FN	31/12/2009 AN	GOVT I T I CHENNEERKARA	Senior Clerk	6680	
Industrial Training	State Subordinate	01/01/2010 FN	31/12/2010 AN	GOVT I T I CHENNEERKARA	Senior Clerk	6840	Pay Fixation
Industrial Training	State Subordinate	01/01/2011 FN	25/02/2011 AN	GOVT I T I CHENNEERKARA	Senior Clerk	13540	
Industrial Training	State Subordinate	25/02/2011 FN	25/02/2011 AN	TRANSIT	Senior Clerk	13540	
Legislature Secretariat	State Subordinate	26/02/2011 FN	31/01/2012 AN	Legislature Secretariat	Assistant	14260	
Legislature Secretariat	State Subordinate	01/02/2012 FN	25/02/2013 AN	Legislature Secretariat	Assistant	14620	
Legislature Secretariat	State Subordinate	26/02/2013 -	04/06/2013 -	Legislature Secretariat	Assistant	14980	
Legislature Secretariat	State Subordinate	05/06/2013 FN	31/05/2014 AN	Legislature Secretariat	Assistant - Senior Grade	16180	
Legislature Secretariat	State Subordinate	01/06/2014 FN	30/06/2014 AN	Legislature Secretariat	Assistant - Senior Grade	16580	
Legislature Secretariat	State Subordinate	01/07/2014 FN	31/05/2015 AN	Legislature Secretariat	Assistant - Senior Grade	33100	Pay Fixation
Legislature Secretariat	State Subordinate	01/06/2015 -	30/04/2016 -	Legislature Secretariat	Assistant - Senior Grade	33900	
Legislature Secretariat	State Subordinate	01/05/2016 -	30/04/2017 -	Legislature Secretariat	Assistant - Senior Grade	34800	
Legislature Secretariat	State Subordinate	01/05/2017 FN	30/04/2018 AN	Legislature Secretariat	Assistant - Senior Grade	35700	
Legislature Secretariat	State Subordinate	01/05/2018 -	30/04/2019 -	Legislature Secretariat	Assistant - Senior Grade	36600	
Legislature Secretariat	State Subordinate	01/05/2019 -	30/06/2019 -	Legislature Secretariat	Assistant Section Officer	39500	
Legislature Secretariat	State Subordinate	01/07/2019 -	30/04/2020 -	Legislature Secretariat	Assistant Section Officer	55200	
Legislature Secretariat	State Subordinate	01/05/2020 -	30/04/2021 -	Legislature Secretariat	Assistant Section Officer	56500	

Disciplinary Actions												
Ref No	Ref date	Nature of charge	Enquiry officer	File No	Penalty	Penalty remarks	Penalty start date	Penalty order No	Penalty order date	Penalty revoke order date	Revoke order no	Revoke order date

Details of Award Received						
Department	District	Office	Nature Of Award	Purpose	Date Of Award	

Leave On Credit		
As On Date	Leave Type	Days On Credit
20/06/2011	Earned Leave	55.00
13/05/2012	Earned Leave	54.00
01/08/2013	Earned Leave	64.00
31/03/2014	Earned Leave	55.00
29/11/2014	Half Pay Leave	148.00
22/01/2015	Earned Leave	52.00
05/08/2015	Earned Leave	70.00
30/06/2016	Earned Leave	69.00
09/05/2017	Earned Leave	67.00
31/08/2018	Earned Leave	73.00
01/06/2019	Earned Leave	67.00

Leave Aailed					
Leave Type	From Date	To Date	Purpose	Sanction No	Sanction By
Maternity Leave	22/09/2005	03/02/2006		C1-777/05	Prl, ITI, Chenneerkkara

Leave Without Allowance without MC (Rule 88)	04/02/2006	17/03/2006			Prl, ITI, Chenneerkkara
Earned Leave	18/12/2006	19/12/2006			Prl, ITI, Chenneerkkara

Encashment of Leave During Service				
As on date	No. of days	Amount	Sanction Order No	Sanction Date
01/05/2006	30	0		01/05/2006
11/04/2007	25	0		11/04/2007
04/04/2008	30	0		04/04/2008
01/04/2009	30	0		01/04/2009
21/06/2011	30	18376	899/2011	01/08/2011
14/05/2012	30	20292	677/2012/leg	29/05/2012
02/08/2013	30	25895	1042/2013/Leg	07/08/2013
01/04/2014	30	27513	570/2014	09/04/2014
06/08/2015	30	32773	1083/2015	13/08/2015
01/07/2016	30	40332	153/2016	01/07/2016
15/05/2017	30	43098	841/2017	18/05/2017
01/09/2018	30	44490	1432/2018	05/08/2018
06/06/2019	30	49800	857/2019	13/06/2019
10/12/2020	30	51000	1202/2020/leg	17/12/2020

Nominations for PF, Pensionary and other claims					
Benefit Name	Nominee name	Nominee address	Relationship	Invalid on the happening of	Amount Portion
D.C.R.G.	Abhijith Prakash	Vengasseril Puthenveedu Kodumon P O	Son		Full
G.P.F	Abhijith Prakash	Vengasseril Puthen Veedu, Kodumon P O, PTA	Son		Equal
G.P.F	Panchami N K	Nancy, Chelikuzhy P O, Nedumon, KLM	Mother		Equal
Group Insurance	Prakash M	Vengasseril Puthen Veedu, Kodumon P O, PTA	Husband		Full
S.L.I	Abhijith Prakash	Vengasseril Puthen Veedu, Kodumon P O, PTA	Son		Full
GPAI	Abhijith Prakash	Vengasseril Puthen Veedu, Kodumon P O, PTA	Son		Full

Annual Performance Report submission details			
Period from	Period To	Submitted(Y/ N)	Submitted Date

Annual Property Return submission details			
Period from	Period To	Submitted(Y/ N)	Submitted date

Details of official accommodation availed (Quarters)						
Station	From date	To date	Is Eligible for HRA	Address	Sanction No	Sanction date

Details of disbursement of loans like HBA, MCA, GPF advance etc.					
Loan Item	Instalment No.	Disbursement date	Amount	Order number	Order date

Details of current Loans/ Advance Recovery									
Loan Item	Loan Acc No	Loan Amount	Instalment Amount	No.of Instalments	Last Instalment No.	Amount already paid	Status	Freeze Recovery	Principal or Interest
Festival Advance(002)	FestAdv082021	15000	3000	5	4	12000		N	P

Details of benefits like GPF, GI, SLI, FBS, D.C.R.G, Pension etc						
Benefit Type	Identifying No.	Sum Assured	Subscription	Risk Effect From	Maturity Date	
G.P.F	Lab 300817		5000			
Group Insurance	03050359	0	200			
S.L.I	350411033		150			
S.L.I	350810274	0	100			

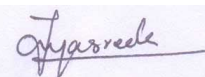
Present Salary Details					
Basic Pay:	57900	Bill type:	ASO	Acquittance Group:	ASSISTANTS A
Last Change Date:	01/05/2021	Next Incr. Date:	01/05/2022		
Credit To Bank:	Y	Bank:		Account No.:	799012600242810

Additional Pay and Allowances		
Description	Amount	W.E.Date

Deductions and Recoveries			
SI No.	Deduction	Amount	Details
0	Excess Pay Drawn(000)	1090	1090
0	State Life Insurance-sub(129)	150	150
1	State Life Insurance-sub(129)	100	100
2	State Life Insurance-sub(129)	100	100
3	State Life Insurance-sub(129)	1000	1000
0	LIC Premium(303)	303	303
1	Income tax(311)	4200	4200
1	Group Insurance Scheme(324)	1000	1000
0	GPAI Scheme(375)	500	500
1	CMDRF-Flood Relief	2747	2747
1	GPF - Monthly Sub.(701)	12000	12000
1	Arrear to PF(709)	108539	108539
1	Ocki Relief Fund Contribution	500	500
0	Profession Tax(777)	1250	1250

Government of Kerala
Service and Payroll Administrative Repository for Kerala
Employee Data Sheet

PEN : 378238 **Name :** Jayasree K



Personal Memoranda

Sex :	F	Nationality :	India
Date of birth :	30/05/1972	Date of superannuation :	31/05/2028
Father's Name:	Unnikrishnan P	Mother's Name:	Sakunthala K
Blood group :	O +	Religion :	Hindu
Caste :	Nair	Category(SC/ST/OBC/OC/GEN) :	Gen
Ex-service Men(Yes/No):	N	Physically handicapped(Yes/No) :	N
If Yes, Nature of Hanicap:			
PAN Number :	CLMPK9881L	Ration Card No:	
Voter Id Card No:	KL10063033876	Marital Status :	M
Spouse's Name :	Ramachandran K	Is Inter Religion / Caste(Yes/No) :	N
Spouse's Religion:	Hindu	Spouse's Caste :	Nair
Is Spouse Employed(Yes/No):	Y	Spouse Employed In :	ISRO
Identification Marks 1 :	A black mole on the right side of the lip.		
2 :	A black mole on the forehead.		
Height(cm) :	162		

Present Service Details

Department :	Legislature Secretariat	Office :	Legislature Secretariat
Section :		Seat No :	
Employment Type :	Regular	Service category :	State Subordinate
Designation :	Assistant Section Officer	SDO Code :	
P F Type :	GPFKERALA	P F Number :	COLL371341
Date of joining in Gov. Service :	18/01/2008	Date of joining in the Department :	18/01/2008

Details of parent department, if currently on deputaion

Parent Department :		Parent Office :	
Designation :		Deputaion w.e.f :	
Deputaion Year :		Deputation Months :	
Order Number :		Order Date :	

Present Address

House No and Name: Vipanchika,VNRA-27
Street Name : Vikas Nagar
Place : Nettayam.P.O
Pin : 695013
State : Kerala
District : Thiruvananthapuram
Taluk : Thiruvananthapuram
Village : Perurkada
Phone Number : 04712366065
Home Town : Irinjalakkuda
E-mail Address : kjayasree70@gmail.com

Permanent Address

House No and Name: Pottekkat House
Street Name : Near Water Tank
Place : Irinjalakuda North P O
Pin : 680125
State : Kerala
District : Thrissur
Taluk : Mukundapuram
Village : Irinjalakkuda
Phone Number : 04802828892
Mobile Number : 9446868148

Recruitment Details

Source:	PSC	Type:	General	Method:	Direct
Adv. memo No.:	RIA(1)8803/10/GW	Adv. Memo Date:	08/04/2010	SI No. in Memo:	0
App. order No:	13507/Ac A4/2010/Leg	App. order Date:	29/04/2010	Entry Category:	State Subordinate
Is Dist. Recruit ?	N	Selected District:			

Police Verification Details

Ref No. :		Ver Report Date:		Police Station:	Thiruvanthapuram
Remarks :					

Qualifications							
Course Type	Course Name	Subject	University	Institution	Class Obtained	Reg No.	Year Of Pass
Graduation-Science	B Sc	Mathematics	University of Calicut		First Class	78295	1992
Graduation-Education	B.Ed	Mathematics	University of Kerala		First Class	3985	1995
Matriculation	S S L C	General	Board of public Examination		First Class	120735	1987

Details Of Dependents		
Name	Relationship	Date Of Birth
Abhijith R	Son	
Ramachandran K	Husband	

Departmental Tests Passed							
Department	Test Name	Month	Year	Reg No.	Certificate No	Certificate Date	
Legislature Secretariat	Account Test Higher	7	2011	10189	2319/12	20/01/2012	
Legislature Secretariat	Account Test Lower	7	2011	10189	2320/12	20/01/2012	
Legislature Secretariat	Secretariat Manual	1	2011	10154	2321/12	20/01/2012	

Details of Training Programs Attended							
Course Title	Sponsored By	Conducted By	City Name	Country	Qualification	Training From	Training To

Previous Qualifying Services					
Office	Post Held	Date From	Date To	Reason For Termination	
Pharmaceutical Corporation Thrissur	Junior Assistant	16/02/2006	17/01/2008	17/01/2008	
PM Govt College Chalakudy	LD Clerk	18/01/2008	11/05/2010	11/05/2010	

Details of Declaration of Probation						
Department	District	Office	Designation	With Effect From	Probation Order No	Probation Order Date
Legislature Secretariat	Thiruvananthapuram	Legislature Secretariat	Assistant	12/05/2012	14768/AcA4/2012/Leg	02/06/2012

Details of Regularisation						
Department	District	Office	Designation	Date of Entry	Order No	Order Date
Education (Collegiate)	Thrissur	P.M GOVT. COLLEGE, CHALAKUDY	Clerk	18/01/2008	C4 - 15729/07/Coll/EDU/DCE/TVM	16/01/2009
Legislature Secretariat	Thiruvananthapuram	Legislature Secretariat	Assistant	12/05/2010	13507/AcA4/2010/Leg	03/09/2010

Service Details							
Department	Category	Date From	Date To	Office	Designation	Basic Pay	Remarks
Education (Collegiate)	State Subordinate	18/01/2008 FN	31/12/2008 AN	P.M GOVT. COLLEGE, CHALAKUDY	Clerk	5250	Joined duty on 18/1/08 as per prdgs No. C4 - 15729/07/Coll.Edu/DCE/TVM dt. 18/1/2008. NI wef 1/1/09.
Education (Collegiate)	State Subordinate	01/01/2009 -	30/06/2009 -	P.M GOVT. COLLEGE, CHALAKUDY	Clerk	5380	
Education (Collegiate)	State Subordinate	01/07/2009 FN	11/05/2010 AN	P.M GOVT. COLLEGE, CHALAKUDY	Clerk	9940	Pay Fixation
Legislature Secretariat	State Subordinate	12/05/2010 FN	30/04/2011 AN	Legislature Secretariat	Assistant	13900	
Legislature Secretariat	State Subordinate	01/05/2011 FN	30/04/2012 AN	Legislature Secretariat	Assistant	14260	
Legislature Secretariat	State Subordinate	01/05/2012 FN	11/05/2012 AN	Legislature Secretariat	Assistant	14620	
Legislature Secretariat	State Subordinate	12/05/2012 FN	30/04/2013 AN	Legislature Secretariat	Assistant	16180	
Legislature Secretariat	State Subordinate	01/05/2013 -	30/04/2014 -	Legislature Secretariat	Assistant - Senior Grade	16580	
Legislature Secretariat	State Subordinate	01/05/2014 -	30/06/2014 -	Legislature Secretariat	Assistant - Senior Grade	16980	
Legislature Secretariat	State Subordinate	01/07/2014 FN	30/04/2015 AN	Legislature Secretariat	Assistant - Senior Grade	33900	Pay Fixation
Legislature Secretariat	State Subordinate	01/05/2015 -	30/04/2016 -	Legislature Secretariat	Assistant - Senior Grade	34800	
Legislature Secretariat	State Subordinate	01/05/2016 -	20/04/2017 -	Legislature Secretariat	Assistant - Senior Grade	35700	

Station	From date	To date	Is Eligible for HRA	Address	Sanction No	Sanction date

Details of disbursement of loans like HBA, MCA, GPF advance etc.						
Loan Item	Instalment No.	Disbursement date	Amount	Order number	Order date	

Details of current Loans/ Advance Recovery									
Loan Item	Loan Acc No	Loan Amount	Instalment Amount	No.of Instalments	Last Instalment No.	Amount already paid	Status	Freeze Recovery	Principal or Interest

Details of benefits like GPF, GI, SLI, FBS, D.C.R.G, Pension etc						
Benefit Type	Identifying No.	Sum Assured	Subscription	Risk Effect From	Maturity Date	
G.P.F	Coll 371341		500	01/04/2008		
Group Insurance	TSR 08100161	0	200	03/10/2008		
S.L.I	100835687	69900	300	01/02/2008	31/05/2027	
S.L.I	721289156	27000	150	01/03/2012	31/05/2027	
L.I.C.	783511612	50000	226	13/03/2008	31/03/2028	

Present Salary Details					
Basic Pay:	59300	Bill type:	ASO	Acquittance Group:	ASSISTANTS A
Last Change Date:	01/05/2021	Next Incr. Date:	01/05/2022		
Credit To Bank:	Y	Bank:		Account No.:	799012600245329

Additional Pay and Allowances		
Description	Amount	W.E.Date

Deductions and Recoveries			
S/No.	Deduction	Amount	Details
0	State Life Insurance-sub(129)	300	300
1	State Life Insurance-sub(129)	150	150
2	State Life Insurance-sub(129)	600	600
0	LIC Premium(303)	226	226
1	Income tax(311)	3000	3000
1	Group Insurance Scheme(324)	800	800
0	GPAI Scheme(375)	500	500
0	CMDRF-Flood Relief	2750	2750
1	GPF - Monthly Sub.(701)	13000	13000
1	Arrear to PF(709)	103626	103626
1	Ocki Relief Fund Contribution	300	300
0	Profession Tax(777)	1250	1250

Government of Kerala
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Employee Data Sheet

PEN : 388510 **Name :** Rajesh T K

Rajesh



Personal Memoranda

Sex :	M	Nationality :	India
Date of birth :	30/05/1973	Date of superannuation :	31/05/2029
Father's Name:	Raghavan T K	Mother's Name:	Santha P k
Blood group :	B+	Religion :	Hindu
Caste :	Thiya	Category(SC/ST/OBC/OC/GEN) :	OBC
Ex-service Men(Yes/No):	N	Physically handicapped(Yes/No) :	Y
If Yes, Nature of Hanicap:			
PAN Number :	CLRPK6814N	Ration Card No:	2367073489
Voter Id Card No:	KL03013108483	Marital Status :	M
Spouse's Name :	Remya K P	Is Inter Religion / Caste(Yes/No) :	N
Spouse's Religion:	Hindu	Spouse's Caste :	Thiyya
Is Spouse Employed(Yes/No):	N	Spouse Employed In :	NA
Identification Marks 1 :	A black mole on the upper part of the left palm of left hand		
2 :	A black mole on the right upper arm		
Height(cm) :	168		

Present Service Details

Department :	Legislature Secretariat	Office :	Legislature Secretariat
Section :		Seat No :	
Employment Type :	Regular	Service category :	State Subordinate
Designation :	Assistant Section Officer	SDO Code :	
P F Type :	GPFKERALA	P F Number :	GAC399363
Date of joining in Gov. Service :	18/06/2008	Date of joining in the Department :	01/06/2009

Details of parent department, if currently on deputaion

Parent Department :		Parent Office :	
Designation :		Deputaion w.e.f :	
Deputaion Year :		Deputation Months :	
Order Number :		Order Date :	

Present Address

House No and Name: SOPANAM
Street Name : KOORARA P O
Place : CHAMPAD
Pin : 670694
State : Kerala
District : Kannur
Taluk : Thalassery
Village : Mokeri
Phone Number : 04902316162
Home Town : Thalassery
E-mail Address : rajeshassembly@gmail.com

Permanent Address

House No and Name: SOPANAM
Street Name : KOORARA P O
Place : CHAMPAD
Pin : 670694
State : Kerala
District : Kannur
Taluk : Thalassery
Village : Mokeri
Phone Number : 04902316162
Mobile Number : 9446771394

Recruitment Details

Source:	PSC	Type:	General	Method:	Direct
Adv. memo No.:	RIA(1)2469/2006/GW	Adv. Memo Date:	03/04/2009	SI No. in Memo:	1
App. order No:	11777/ACA4/08/LEG	App. order Date:	16/05/2009	Entry Category:	State Subordinate
Is Dist. Recruit ?	N	Selected District:			

Police Verification Details

Ref No. :		Ver Report Date:		Police Station:	
Remarks :					

Qualifications							
Course Type	Course Name	Subject	University	Institution	Class Obtained	Reg No.	Year Of Pass
Graduation-Arts	B A	Arts	calicut university				1996
Diploma	office automation	officeautomation	ER & DCI				1999
Diploma	co-op management	cooperation	Institute of co-op management				2000

Details Of Dependents		
Name	Relationship	Date Of Birth
Remya K P	Wife	01/01/1986

Departmental Tests Passed							
Department	Test Name	Month	Year	Reg No.	Certificate No	Certificate Date	
Legislature Secretariat	Account Test Lower	7	2014	102126			
Legislature Secretariat	Secretariat Manual	1	2010	550			

Details of Training Programs Attended							
Course Title	Sponsored By	Conducted By	City Name	Country	Qualification	Training From	Training To

Previous Qualifying Services					
Office	Post Held	Date From	Date To	Reason For Termination	

Details of Declaration of Probation						
Department	District	Office	Designation	With Effect From	Probation Order No	Probation Order Date
Legislature Secretariat	Thiruvananthapuram	Legislature Secretariat	Assistant	01/06/2011	14227/AcA4/201/Leg	14/07/2011

Details of Regularisation						
Department	District	Office	Designation	Date of Entry	Order No	Order Date
Legislature Secretariat	Thiruvananthapuram	Legislature Secretariat	Assistant	01/06/2009	12435/ACA4/2008/LE G	07/08/2009

Service Details							
Department	Category	Date From	Date To	Office	Designation	Basic Pay	Remarks
Legislature Secretariat	State Subordinate	01/06/2009 -	30/06/2009 -	Legislature Secretariat	Assistant	7990	
Legislature Secretariat	State Subordinate	01/07/2009 FN	30/06/2010 AN	Legislature Secretariat	Assistant	14620	Pay Fixation
Legislature Secretariat	State Subordinate	01/07/2010 -	30/06/2011 -	Legislature Secretariat	Assistant	14620	
Legislature Secretariat	State Subordinate	01/07/2011 -	30/06/2012 -	Legislature Secretariat	Assistant	14980	
Legislature Secretariat	State Subordinate	01/07/2012 -	30/06/2013 -	Legislature Secretariat	Assistant	15380	
Legislature Secretariat	State Subordinate	01/07/2013 -	30/06/2014 -	Legislature Secretariat	Assistant	15780	
Legislature Secretariat	State Subordinate	01/07/2014 FN	17/05/2015 AN	Legislature Secretariat	Assistant	32300	Pay Fixation
Legislature Secretariat	State Subordinate	18/05/2015 FN	30/06/2015 AN	Legislature Secretariat	Assistant - Senior Grade	33100	Promotion
Legislature Secretariat	State Subordinate	01/07/2015 -	30/06/2016 -	Legislature Secretariat	Assistant - Senior Grade	34800	
Legislature Secretariat	State Subordinate	01/07/2016 -	30/06/2017 -	Legislature Secretariat	Assistant - Senior Grade	35700	
Legislature Secretariat	State Subordinate	01/07/2017 -	30/06/2018 -	Legislature Secretariat	Assistant - Senior Grade	36600	
Legislature Secretariat	State Subordinate	01/07/2018 -	30/06/2019 -	Legislature Secretariat	Assistant - Senior Grade	37500	
Legislature Secretariat	State Subordinate	01/07/2019 -	30/06/2020 -	Legislature Secretariat	Assistant - Senior Grade	53900	
Legislature Secretariat	State Subordinate	01/07/2020 -	18/10/2020 -	Legislature Secretariat	Assistant - Senior Grade	55200	Promotion
Legislature Secretariat	State Subordinate	19/10/2020 -	30/06/2021 -	Legislature Secretariat	Assistant Section Officer	57900	

Disciplinary Actions												
Ref No	Ref date	Nature of charge	Enquiry officer	File No	Penalty	Penalty remarks	Penalty start date	Penalty order No	Penalty order date	Penalty revoke order date	Revoke order no	Revoke order date

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Details of Award Received					
Department	District	Office	Nature Of Award	Purpose	Date Of Award

Leave On Credit		
As On Date	Leave Type	Days On Credit
15/08/2013	Earned Leave	125.00
06/01/2015	Earned Leave	138.00
21/07/2015	Earned Leave	121.00
06/07/2016	Earned Leave	121.00
01/05/2017	Earned Leave	118.00
30/01/2019	Earned Leave	144.00

Leave Availed					
Leave Type	From Date	To Date	Purpose	Sanction No	Sanction By
Special Casual Leave	15/07/2017	22/07/2017			

Encashment of Leave During Service				
As on date	No. of days	Amount	Sanction Order No	Sanction Date
16/08/2013	30	25283	1723/2013	27/08/2013
07/01/2015	30	29131	30/2015	08/01/2015
22/07/2015	30	32546	977/2015	24/07/2015
07/07/2016	30	41313	1218/2016	13/07/2016
01/05/2017	30	43098	792/2017	08/05/2017
31/01/2019	30	45525	226/2019	14/02/2019

Nominations for PF, Pensionary and other claims					
Benefit Name	Nominee name	Nominee address	Relationship	Invalid on the happening of	Amount Portion
G.P.F	Santha P K	Sopanam Koorara p o Champad via Kannur 670 694	Mother		full
GPAI	Remya K P	Kizhakke Paloli Kandiyl House chokli p o Thalassery kannur	Wife		Full

Annual Performance Report submission details			
Period from	Period To	Submitted(Y/ N)	Submitted Date

Annual Property Return submission details			
Period from	Period To	Submitted(Y/ N)	Submitted date

Details of official accommodation availed (Quarters)						
Station	From date	To date	Is Eligible for HRA	Address	Sanction No	Sanction date

Details of disbursement of loans like HBA, MCA, GPF advance etc.					
Loan Item	Instalment No.	Disbursement date	Amount	Order number	Order date

Details of current Loans/ Advance Recovery									
Loan Item	Loan Acc No	Loan Amount	Instalment Amount	No.of Instalments	Last Instalment No.	Amount already paid	Status	Freeze Recovery	Principal or Interest
GPF Loan Repayment(8 01)	GAC399363	300240	8340	36	6	50040		N	P

Details of benefits like GPF, GI, SLI, FBS, D.C.R.G, Pension etc					
Benefit Type	Identifying No.	Sum Assured	Subscription	Risk Effect From	Maturity Date

Present Salary Details					
Basic Pay:	59300	Bill type:	ASO	Acquittance Group:	ASSISTANTS A

Last Change Date:	01/07/2021	Next Incr. Date:	01/07/2022		
Credit To Bank:	Y	Bank:		Account No.:	799012600248395

Additional Pay and Allowances		
Description	Amount	W.E.Date
Special Allwnc. for physically handicapped(85)	1100	01/03/2021

Deductions and Recoveries			
SI No.	Deduction	Amount	Details
0	Excess Pay Drawn(000)	446	446
0	State Life Insurance-sub(129)	250	250
1	State Life Insurance-sub(129)	750	750
0	LIC Premium(303)	445	445
1	LIC Premium(303)	1242	1242
1	Income tax(311)	10000	10000
1	Group Insurance Scheme(324)	800	800
0	GPAI Scheme(375)	500	500
1	GPF - Monthly Sub.(701)	10000	10000
1	Arrear to PF(709)	100860	100860
1	Ocki Relief Fund Contribution	250	250

Government of Kerala
Service and Payroll Administrative Repository for Kerala
Employee Data Sheet

PEN : 388522 **Name :** Anas MB

Anas



Personal Memoranda

Sex :	M	Nationality :	India
Date of birth :	25/04/1976	Date of superannuation :	30/04/2032
Father's Name:	Muhammed Basheer A	Mother's Name:	Subaida Beevi
Blood group :	AB+	Religion :	Islam
Caste :	Muslim	Category(SC/ST/OBC/OC/GEN) :	OBC
Ex-service Men(Yes/No):	N	Physically handicapped(Yes/No) :	Y
If Yes, Nature of Hanicap:			
PAN Number :	BMGPA8537H	Ration Card No:	
Voter Id Card No:	KL17116348074	Marital Status :	M
Spouse's Name :	Rasmiya A	Is Inter Religion / Caste(Yes/No) :	N
Spouse's Religion:	Islam	Spouse's Caste :	Muslim
Is Spouse Employed(Yes/No):	N	Spouse Employed In :	NA
Identification Marks 1 :	A mole on the forehead		
2 :	A mole on the left side of the neck		
Height(cm) :	173		

Present Service Details

Department :	Legislature Secretariat	Office :	Legislature Secretariat
Section :		Seat No :	
Employment Type :	Regular	Service category :	State Subordinate
Designation :	Assistant Section Officer	SDO Code :	
P F Type :	GPFKERALA	P F Number :	P&L398853
Date of joining in Gov. Service :	05/07/2006	Date of joining in the Department :	01/07/2009

Details of parent department, if currently on deputaion

Parent Department :		Parent Office :	
Designation :		Deputaion w.e.f :	
Deputaion Year :		Deputation Months :	
Order Number :		Order Date :	

Present Address

House No and Name: Anas Manzil
Street Name : Puthiyakavu
Place : Kilimanoor
Pin : 695601
State : Kerala
District : Thiruvananthapuram
Taluk : Chirayinkeezhu
Village : Kilimanur
Phone Number : 04712512416
Home Town : kilimanoor
E-mail Address : anasmblin@gmail.com

Permanent Address

House No and Name: Anas Manzil
Street Name : Puthiyakavu
Place : Kilimanoor
Pin : 695601
State : Kerala
District : Thiruvananthapuram
Taluk : Chirayinkeezhu
Village : Kilimanur
Phone Number : 04712512416
Mobile Number : 9048025007

Recruitment Details

Source:	PSC	Type:	General	Method:	Direct
Adv. memo No.:	R1A(1)2469/2006/GW	Adv. Memo Date:	19/09/2008	SI No. in Memo:	1
App. order No:	GO(Ms)753/09/Leg	App. order Date:	23/06/2009	Entry Category:	State Subordinate
Is Dist. Recruit ?	N	Selected District:			

Police Verification Details

Ref No. :		Ver Report Date:		Police Station:	
Remarks :					

Qualifications							
Course Type	Course Name	Subject	University	Institution	Class Obtained	Reg No.	Year Of Pass
Graduation-Science	BSc	Science	Kerala		Passed	128529	1997
NET	Linguistics	Linguistics	Central Uni. of Kerala		Passed	32310005	2002
Post Graduation-Arts	MA	Arts	Kerala		Passed	970502	1999
M phil	Mphil	Philosophy	Kerala		Passed	1204	2002
Doctorate-Others	Phd	Linguistics	Kerala		Passed	4998	2014

Details Of Dependents		
Name	Relationship	Date Of Birth
Rasmiya A	wife	

Departmental Tests Passed							
Department	Test Name	Month	Year	Reg No.	Certificate No	Certificate Date	
Legislature Secretariat	Account Test Higher	7	2009	1711			
Legislature Secretariat	Secretariat Manual	7	2010	1023	21378/10		

Details of Training Programs Attended							
Course Title	Sponsored By	Conducted By	City Name	Country	Qualification	Training From	Training To

Previous Qualifying Services					
Office	Post Held	Date From	Date To	Reason For Termination	
Office of welfare fund inspector thodupuzha	LD Clerk	05/07/2006	23/10/2008	23/10/2008	

Details of Declaration of Probation						
Department	District	Office	Designation	With Effect From	Probation Order No	Probation Order Date
Legislature Secretariat	Thiruvananthapuram	Legislature Secretariat	Assistant	01/08/2011	14612/AcA4/11/Leg	26/07/2011

Details of Regularisation						
Department	District	Office	Designation	Date of Entry	Order No	Order Date

Service Details							
Department	Category	Date From	Date To	Office	Designation	Basic Pay	Remarks
Kerala State Audit Department	State Subordinate	24/10/2008 FN	30/06/2009 AN	O/o The Director of Kerala State Audit	Auditor	7990	
Legislature Secretariat	State Subordinate	01/07/2009 -	30/09/2009 -	Legislature Secretariat	Assistant	7990	
Legislature Secretariat	State Subordinate	01/10/2009 FN	30/09/2010 AN	Legislature Secretariat	Assistant	14260	Pay Fixation
Legislature Secretariat	State Subordinate	01/10/2010 FN	30/06/2011 AN	Legislature Secretariat	Assistant	14980	
Legislature Secretariat	State Subordinate	01/07/2011 -	30/06/2012 -	Legislature Secretariat	Assistant - Senior Grade	16180	
Legislature Secretariat	State Subordinate	01/07/2012 -	30/06/2013 -	Legislature Secretariat	Assistant - Senior Grade	16580	
Legislature Secretariat	State Subordinate	01/07/2013 -	30/06/2014 -	Legislature Secretariat	Assistant - Senior Grade	16980	
Legislature Secretariat	State Subordinate	01/07/2014 FN	30/06/2015 AN	Legislature Secretariat	Assistant - Senior Grade	33900	Pay Fixation
Legislature Secretariat	State Subordinate	01/07/2015 -	30/06/2016 -	Legislature Secretariat	Assistant - Senior Grade	34800	
Legislature Secretariat	State Subordinate	01/07/2016 -	30/06/2017 -	Legislature Secretariat	Assistant Section Officer	37500	
Legislature Secretariat	State Subordinate	01/07/2017 -	30/06/2018 -	Legislature Secretariat	Assistant Section Officer	38500	
Legislature Secretariat	State Subordinate	01/07/2018 -	30/06/2019 -	Legislature Secretariat	Assistant Section Officer	39500	
Legislature Secretariat	State Subordinate	01/07/2019 -	30/06/2020 -	Legislature Secretariat	Assistant Section Officer	56500	
Legislature Secretariat	State Subordinate	01/07/2020 -	30/06/2021 -	Legislature Secretariat	Assistant Section Officer	57900	

Disciplinary Actions

Ref No	Ref date	Nature of charge	Enquiry officer	File No	Penalty	Penalty remarks	Penalty start date	Penalty order No	Penalty order date	Penalty revoke order date	Revoke order no	Revoke order date

Details of Award Received												
Department		District		Office		Nature Of Award			Purpose		Date Of Award	

Leave On Credit		
As On Date	Leave Type	Days On Credit
01/12/2010	Earned Leave	33.00
01/12/2011	Earned Leave	36.00
10/09/2012	Earned Leave	32.00
02/06/2013	Earned Leave	42.00
18/06/2014	Earned Leave	46.00
21/01/2015	Earned Leave	36.00
31/03/2015	Earned Leave	42.00
31/03/2016	Earned Leave	45.00
31/03/2017	Earned Leave	35.00
14/05/2018	Earned Leave	55.00
01/04/2019	Earned Leave	54.00

Leave Aailed					
Leave Type	From Date	To Date	Purpose	Sanction No	Sanction By
Dies-Non	08/01/2013	13/01/2013	Dies-non		

Encashment of Leave During Service				
As on date	No. of days	Amount	Sanction Order No	Sanction Date
01/12/2010	30	15599	1227/2010	06/12/2010
02/12/2011	30	22336	1365/2011/leg	13/12/2011
11/09/2012	30	24020	GO (MS) 1134/2012/LEG	15/09/2012
03/06/2013	30	26507	774/2013	18/06/2013
19/06/2014	30	30565	1025/2014	02/07/2014
01/04/2015	30	32546	446/2015	10/04/2015
01/04/2016	30	40242	558/2016	18/04/2016
01/04/2017	30	44400	579/2017/Nise	07/04/2017
14/05/2018	30	46290	793/2018	17/05/2018
01/04/2019	30	47825	499/2019	06/04/2019
10/02/2021	30	52200	236/2021	16/02/2021

Nominations for PF, Pensionary and other claims					
Benefit Name	Nominee name	Nominee address	Relationship	Invalid on the happening of	Amount Portion
G.P.F	Subaidabeevi	Anas Manzil Puthiyakavu Kilimanoor Tvpm	Mother		100
Group Insurance	Subaidabeevi	Anas Manzil Puthiyakavu Kilimanoor Tvpm	Mother		100
S.L.I	Rasmiya A	Anas Manzil Puthiyakavu Kilimanoor Tvpm	Wife		100
GPAI	Subaidabeevi	Anas Manzil Puthiyakavu Kilimanoor Tvpm	Mother		100

Annual Performance Report submission details			
Period from	Period To	Submitted(Y/ N)	Submitted Date

Annual Property Return submission details			
Period from	Period To	Submitted(Y/ N)	Submitted date

Details of official accommodation availed (Quarters)						
Station	From date	To date	Is Eligible for HRA	Address	Sanction No	Sanction date

Details of disbursement of loans like HBA, MCA, GPF advance etc.

Loan Item	Instalment No.	Disbursement date	Amount	Order number	Order date

Details of current Loans/ Advance Recovery									
Loan Item	Loan Acc No	Loan Amount	Instalment Amount	No.of Instalments	Last Instalment No.	Amount already paid	Status	Freeze Recovery	Principal or Interest

Details of benefits like GPF, GI, SLI, FBS, D.C.R.G, Pension etc					
Benefit Type	Identifying No.	Sum Assured	Subscription	Risk Effect From	Maturity Date
G.P.F	PL 398853	0	5000		
Group Insurance	011000364	0	200		
S.L.I	721004342	0	200		
S.L.I	721289130	0	300		

Present Salary Details					
Basic Pay:	59300	Bill type:	ASO	Acquittance Group:	ASSISTANTS A
Last Change Date:	01/07/2021	Next Incr. Date:	01/07/2022		
Credit To Bank:	Y	Bank:		Account No.:	799012600248401

Additional Pay and Allowances		
Description	Amount	W.E.Date
Special Allwnc. for physically handicapped(85)	1100	01/03/2021

Deductions and Recoveries			
SINo.	Deduction	Amount	Details
0	Excess Pay Drawn(000)	1164	1164
0	State Life Insurance-sub(129)	200	200
1	State Life Insurance-sub(129)	300	300
1	Income tax(311)	1690	1690
1	Group Insurance Scheme(324)	800	800
0	GPAI Scheme(375)	500	500
0	CMDRF-Flood Relief	2750	2750
1	CMDRF-Flood Relief	4883	4883
1	GPF - Monthly Sub.(701)	10000	10000
1	Arrear to PF(709)	111199	111199
1	Ocki Relief Fund Contribution	1000	1000

Government of Kerala
Service and Payroll Administrative Repository for Kerala
Employee Data Sheet

PEN : 395180 **Name :** PRIYA BALAN K



Personal Memoranda

Sex :	F	Nationality :	India
Date of birth :	26/05/1974	Date of superannuation :	31/03/2030
Father's Name:	C P BALAKRISHNAN NAIR	Mother's Name:	K R KAMALA DEVI
Blood group :	O+	Religion :	Hindu
Caste :	NAIR	Category(SC/ST/OBC/OC/GEN) :	Gen
Ex-service Men(Yes/No):	N	Physically handicapped(Yes/No) :	N
If Yes, Nature of Hanicap:			
PAN Number :	CZIPK 7565 H	Ration Card No:	1102075619
Voter Id Card No:	MBZ1432301	Marital Status :	M
Spouse's Name :	SUMESH D	Is Inter Religion / Caste(Yes/No) :	N
Spouse's Religion:	Hindu	Spouse's Caste :	NAIR
Is Spouse Employed(Yes/No):	Y	Spouse Employed In :	SHIPPING CORPORATION OF INDIA
Identification Marks 1 :	A black mole on the left upper arm		
2 :	Another one on the chine		
Height(cm) :	150		

Present Service Details

Department :	Legislature Secretariat	Office :	Legislature Secretariat
Section :		Seat No :	
Employment Type :	Regular	Service category :	State Subordinate
Designation :	Assistant Section Officer	SDO Code :	
P F Type :	GPFKERALA	P F Number :	EDN308364
Date of joining in Gov. Service :	05/07/2004	Date of joining in the Department :	26/03/2013

Details of parent department, if currently on deputaion

Parent Department :		Parent Office :	
Designation :		Deputaion w.e.f :	
Deputaion Year :		Deputation Months :	
Order Number :		Order Date :	

Present Address

House No and Name: TC 10/1542(2) SUPRIYA
Street Name : VATTIYOORKAVU
Place : VATTIYOORKAVU
Pin : 695013
State : Kerala
District : Thiruvananthapuram
Taluk : Thiruvananthapuram
Village : Perurkada
Phone Number : 04712368135
Home Town : peroorkada
E-mail Address : priyadsya@rediffmail.com

Permanent Address

House No and Name: TC 10/1542(2) SUPRIYA
Street Name : VATTIYOORKAVU
Place : VATTIYOORKAVU
Pin : 695013
State : Kerala
District : Thiruvananthapuram
Taluk : Thiruvananthapuram
Village : Perurkada
Phone Number : 04712368135
Mobile Number : 9447033963

Recruitment Details

Source:	Inter Cadre	Type:	General	Method:	Transfer
Adv. memo No.:	GO(MS)No941/13/leg	Adv. Memo Date:	20/07/2013	SI No. in Memo:	1
App. order No:	16952/SA2/2013/Leg	App. order Date:	01/08/2013	Entry Category:	State Subordinate
Is Dist. Recruit ?	N	Selected District:			

Police Verification Details

Ref No. :		Ver Report Date:		Police Station:	
Remarks :					

Qualifications							
Course Type	Course Name	Subject	University	Institution	Class Obtained	Reg No.	Year Of Pass
Graduation-Science	BSc	Chemistry	M G University		Passed	4382	1994
Graduation-Education	BEd	General	M G University		Passed	60879	2001
Graduation-Others	B TECH	Technology	Cochin University of Science and Technology		Passed	10016	1998
Matriculation	S S L C	General	Board of Public Examination		Passed	29500	1989

Details Of Dependents		
Name	Relationship	Date Of Birth
Gayathri S Nair	Daughter	15/04/2000
Govind S Nair	Son	26/10/2004
Sumesh D	Husband	06/10/1971

Departmental Tests Passed							
Department	Test Name	Month	Year	Reg No.	Certificate No	Certificate Date	
Legislature Secretariat	Secretariat Manual	1	2014	100486			
Sports & Youth Affairs	MOP	1	2006	1951	12545/06	21/06/2006	
Sports & Youth Affairs	Account Test Higher	1	2006	1951	12544/06	21/06/2006	
Sports & Youth Affairs	Account Test Lower	1	2006	1951	12543/06	21/06/2006	

Details of Training Programs Attended							
Course Title	Sponsored By	Conducted By	City Name	Country	Qualification	Training From	Training To
Official language	Kerala Govt	IMG	Thiruvananthapuram	India	SSLC	11/12/2006	15/12/2006

Previous Qualifying Services					
Office	Post Held	Date From	Date To	Reason For Termination	

Details of Declaration of Probation						
Department	District	Office	Designation	With Effect From	Probation Order No	Probation Order Date
Sports & Youth Affairs	Thiruvananthapuram	DIRECTORATE OF SPORTS & YOUTH AFFAIRS, THIRUVANANTHAPURAM	Clerk	07/11/2006	A4-1685/06	18/11/2006

Details of Regularisation						
Department	District	Office	Designation	Date of Entry	Order No	Order Date
Legislature Secretariat	Thiruvananthapuram	Legislature Secretariat	Assistant	26/03/2013	184/2015/leg	23/03/2015
Sports & Youth Affairs	Thiruvananthapuram	DIRECTORATE OF SPORTS & YOUTH AFFAIRS, THIRUVANANTHAPURAM	Clerk	05/07/2004	A4-1009/04/Dir.Sports & Y A TV	23/09/2004

Service Details							
Department	Category	Date From	Date To	Office	Designation	Basic Pay	Remarks
Sports & Youth Affairs	State Subordinate	05/07/2004 FN	30/06/2005 AN	DIRECTORATE OF SPORTS & YOUTH AFFAIRS, THIRUVANANTHAPURAM	Clerk	5250	Joined duty on 05/07/2004 as LD Clerk as per Order No.A4-1009/04,dt.13/07/2004.Pay revision wef.05/07/2004 as per GO(P)262/07/(59)/fin.dt.19/06/2007,First Increment wef.05/07/2005
Sports & Youth Affairs	State Subordinate	01/07/2005 FN	17/09/2006 AN	DIRECTORATE OF SPORTS & YOUTH AFFAIRS, THIRUVANANTHAPURAM	Clerk	5380	Promoted as UDC as per order No.E3-281/07,dt.20/08/2007.

Sports & Youth Affairs	State Subordinate	18/09/2006 FN	31/08/2007 AN	DIRECTORATE OF SPORTS & YOUTH AFFAIRS, THIRUVANANTHAPURAM	Senior Clerk	6680	Promoted as UDC as per order No.E3-281/07,dt.20/08/2007.Nl.wef.01/09/2007
Sports & Youth Affairs	State Subordinate	01/09/2007 FN	31/08/2008 AN	DIRECTORATE OF SPORTS & YOUTH AFFAIRS, THIRUVANANTHAPURAM	Senior Clerk	6840	Nl.wef.01/09/2008
Sports & Youth Affairs	State Subordinate	01/09/2008 FN	30/06/2009 AN	DIRECTORATE OF SPORTS & YOUTH AFFAIRS, THIRUVANANTHAPURAM	Senior Clerk	7000	Nl.wef.01/09/2009
Sports & Youth Affairs	State Subordinate	01/07/2009 FN	30/06/2010 AN	DIRECTORATE OF SPORTS & YOUTH AFFAIRS, THIRUVANANTHAPURAM	Senior Clerk	13210	Pay Fixation
Sports & Youth Affairs	State Subordinate	01/07/2010 -	30/06/2011 -	DIRECTORATE OF SPORTS & YOUTH AFFAIRS, THIRUVANANTHAPURAM	Senior Clerk	13540	
Sports & Youth Affairs	State Subordinate	01/07/2011 -	30/06/2012 -	DIRECTORATE OF SPORTS & YOUTH AFFAIRS, THIRUVANANTHAPURAM	Senior Clerk	13900	
Sports & Youth Affairs	State Subordinate	01/07/2012 -	25/03/2013 AN	DIRECTORATE OF SPORTS & YOUTH AFFAIRS, THIRUVANANTHAPURAM	Senior Clerk	14260	
Sports & Youth Affairs	State Subordinate	25/03/2013 FN	25/03/2013 AN	TRANSIT	Senior Clerk	14260	
Kerala State Audit Department	State Subordinate	26/03/2013 FN	30/06/2013 AN	Dy. director of LFA Corporation Audit Tvpm	Auditor	15380	
Legislature Secretariat	State Subordinate	01/07/2013 -	30/06/2014 -	Legislature Secretariat	Assistant	15380	
Legislature Secretariat	State Subordinate	01/07/2014 FN	31/07/2015 AN	Legislature Secretariat	Assistant	31500	Pay Fixation
Legislature Secretariat	State Subordinate	01/08/2015 -	30/06/2016 -	Legislature Secretariat	Assistant	32300	
Legislature Secretariat	State Subordinate	01/07/2016 -	10/04/2017 -	Legislature Secretariat	Assistant	33100	
Legislature Secretariat	State Subordinate	11/04/2017 -	30/06/2017 -	Legislature Secretariat	Assistant - Senior Grade	34800	
Legislature Secretariat	State Subordinate	01/07/2017 -	30/06/2018 -	Legislature Secretariat	Assistant - Senior Grade	35700	
Legislature Secretariat	State Subordinate	01/07/2018 -	30/06/2019 -	Legislature Secretariat	Assistant - Senior Grade	36600	
Legislature Secretariat	State Subordinate	01/07/2019 -	30/06/2020 -	Legislature Secretariat	Assistant - Senior Grade	52600	
Legislature Secretariat	State Subordinate	01/07/2020 -	30/06/2021 -	Legislature Secretariat	Assistant - Senior Grade	53900	
Legislature Secretariat	State Subordinate	01/07/2021 -	31/10/2021 -	Legislature Secretariat	Assistant - Senior Grade	55200	promotion

Disciplinary Actions

Ref No	Ref date	Nature of charge	Enquiry officer	File No	Penalty	Penalty remarks	Penalty start date	Penalty order No	Penalty order date	Penalty revoke order date	Revoke order no	Revoke order date

Details of Award Received

Department	District	Office	Nature Of Award	Purpose	Date Of Award

Leave On Credit		
As On Date	Leave Type	Days On Credit
03/08/2008	Earned Leave	26.00
04/07/2009	Half Pay Leave	15.00
26/03/2010	Earned Leave	58.00
04/07/2011	Half Pay Leave	40.00
16/08/2013	Earned Leave	168.00

06/03/2015	Earned Leave	189.00
31/03/2019	Earned Leave	290.00

Leave Aailed					
Leave Type	From Date	To Date	Purpose	Sanction No	Sanction By
Maternity Leave	14/09/2004	26/01/2005		A4-1326/04	Dir.Sports &YA TVPM
Leave Without Allowance without MC (Rule 88)	27/01/2005	31/05/2005	With Medical Ground	A4-1326/04	Dir.Sports &YA TVPM

Encashment of Leave During Service				
As on date	No. of days	Amount	Sanction Order No	Sanction Date
17/08/2013	30	24671	1723/2013	27/08/2013
07/03/2015	30	29544	275/2015	17/03/2015
01/04/2019	30	44490	499/2019	06/04/2019
10/02/2021	30	48600	236/2021/Leg	16/02/2021

Nominations for PF, Pensionary and other claims					
Benefit Name	Nominee name	Nominee address	Relationship	Invalid on the happening of	Amount Portion
G.P.F	Sumesh D	Supriya TC No 10/1542(2) Vattiyoorkavu P O Thiruvananthapuram	Husband		Full
Group Insurance	Sumesh D	Supriya TC No 10/1542(2) Vattiyoorkavu P O Thiruvananthapuram	husband		Full
S.L.I	Sumesh D	Supriya TC No 10/1542(2) Vattiyoorkavu P O Thiruvananthapuram	Husband		Full
GPAI	Sumesh D	Supriya TC No 10/1542(2) Vattiyoorkavu P O Thiruvananthapuram	Husband		Full

Annual Performance Report submission details			
Period from	Period To	Submitted(Y/ N)	Submitted Date

Annual Property Return submission details			
Period from	Period To	Submitted(Y/ N)	Submitted date

Details of official accommodation availed (Quarters)						
Station	From date	To date	Is Eligible for HRA	Address	Sanction No	Sanction date

Details of disbursement of loans like HBA, MCA, GPF advance etc.						
Loan Item	Instalment No.	Disbursement date	Amount	Order number	Order date	

Details of current Loans/ Advance Recovery									
Loan Item	Loan Acc No	Loan Amount	Instalment Amount	No.of Instalments	Last Instalment No.	Amount already paid	Status	Freeze Recovery	Principal or Interest

Details of benefits like GPF, GI, SLI, FBS, D.C.R.G, Pension etc						
Benefit Type	Identifying No.	Sum Assured	Subscription	Risk Effect From	Maturity Date	
G.P.F	EDN 308364	0	4000			
Group Insurance	010501373	0	200			
S.L.I	750502660	75750	250			

Present Salary Details					
Basic Pay:	57900	Bill type:	ASO	Acquittance Group:	ASSISTANTS A
Last Change Date:	01/11/2021	Next Incr. Date:	01/07/2022		
Credit To Bank:	Y	Bank:		Account No.:	799012600251510

Additional Pay and Allowances		
Description	Amount	W.E.Date

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Deductions and Recoveries			
SINo.	Deduction	Amount	Details
2	State Life Insurance-sub(129)	250	250
3	State Life Insurance-sub(129)	500	500
1	Income tax(311)	1720	1720
2	Income tax(311)	3000	3000
3	Income tax(311)	5000	5000
1	Group Insurance Scheme(324)	800	800
0	GPAI Scheme(375)	500	500
1	GPF - Monthly Sub.(701)	30000	30000
2	GPF - Monthly Sub.(701)	15000	15000
1	Arrear to PF(709)	103069	103069
1	Ocki Relief Fund Contribution	200	200
0	Profession Tax(777)	1250	1250

Government of Kerala
Service and Payroll Administrative Repository for Kerala
Employee Data Sheet

PEN : 416842 **Name :** Sonymol V

Sonymol V



Personal Memoranda

Sex :	F	Nationality :	India
Date of birth :	10/05/1980	Date of superannuation :	31/05/2036
Father's Name:	G soman pillai	Mother's Name:	Vijayamma R
Blood group :	O +	Religion :	Hindu
Caste :	Chetty	Category(SC/ST/OBC/OC/GEN) :	OBC
Ex-service Men(Yes/No):	N	Physically handicapped(Yes/No) :	N
If Yes, Nature of Hanicap:			
PAN Number :	AURPV5129J	Ration Card No:	
Voter Id Card No:	KCW1864891	Marital Status :	M
Spouse's Name :	R Shibju	Is Inter Religion / Caste(Yes/No) :	N
Spouse's Religion:	Hindu	Spouse's Caste :	Chetty
Is Spouse Employed(Yes/No):	Y	Spouse Employed In :	Federal Bank Ltd
Identification Marks 1 :	A black mole on the right wrist		
2 :	A wound scar on the chin		
Height(cm) :	152		

Present Service Details

Department :	Legislature Secretariat	Office :	Legislature Secretariat
Section :		Seat No :	
Employment Type :	Regular	Service category :	State Subordinate
Designation :	Assistant Section Officer	SDO Code :	
P F Type :	GPFKERALA	P F Number :	MDL387106
Date of joining in Gov. Service :	28/03/2008	Date of joining in the Department :	11/06/2012

Details of parent department, if currently on deputaion

Parent Department :		Parent Office :	
Designation :		Deputaion w.e.f :	
Deputaion Year :		Deputation Months :	
Order Number :		Order Date :	

Present Address

House No and Name: Sheeba Nivas
Street Name : Decent Jn, Mukhathala
Place : kollam
Pin : 691577
State : Kerala
District : Kollam
Taluk : Kollam
Village : Thrikkovilvattam
Phone Number : 04742501156
Home Town : Kollam
E-mail Address : sonymolv@gmail.com

Permanent Address

House No and Name: Sajith Bhavanam
Street Name : Punthalathazhu
Place : kollam
Pin : 691004
State : Kerala
District : Kollam
Taluk : Kollam
Village : Vadakkevila
Phone Number : 04742712732
Mobile Number : 9633731199

Recruitment Details

Source:	PSC	Type:	General	Method:	Direct
Adv. memo No.:	RIA(1)8803/10/GW(4)	Adv. Memo Date:	15/05/2012	SI No. in Memo:	1
App. order No:	16544(ACA4)/2011/LEG	App. order Date:	04/06/2012	Entry Category:	State Subordinate
Is Dist. Recruit ?	N	Selected District:			

Police Verification Details

Ref No. :		Ver Report Date:		Police Station:	
Remarks :					

Qualifications

Course Type	Course Name	Subject	University	Institution	Class Obtained	Reg No.	Year Of Pass
Graduation-Science	B Sc	science	University of Kerala			86407	2000
Graduation-Law	L.L.B	law	University of Kerala				2003

Details Of Dependents		
Name	Relationship	Date Of Birth
Adithyan S	son	
Shibju R	Husband	30/05/1980

Departmental Tests Passed							
Department	Test Name	Month	Year	Reg No.	Certificate No	Certificate Date	
Health Services	MOP	7	2009	5847			
Legislature Secretariat	Account Test Lower	1	2014	105275	2134/14		
Legislature Secretariat	Secretariat Manual	7	2012	104605	10410#1#1		

Details of Training Programs Attended							
Course Title	Sponsored By	Conducted By	City Name	Country	Qualification	Training From	Training To

Previous Qualifying Services					
Office	Post Held	Date From	Date To	Reason For Termination	

Details of Declaration of Probation						
Department	District	Office	Designation	With Effect From	Probation Order No	Probation Order Date
Health Services	Kollam	DISTRICT MEDICAL OFFICE (HEALTH) KOLLAM	Clerk	25/05/2010	A2 22652/10	02/11/2010
Legislature Secretariat	Thiruvananthapuram	Legislature Secretariat	Assistant	28/06/2014	17068/SA2/2014/Leg	03/07/2014

Details of Regularisation						
Department	District	Office	Designation	Date of Entry	Order No	Order Date
Legislature Secretariat	Thiruvananthapuram	Legislature Secretariat	Assistant	11/06/2012	12521/Services A2(ACA4)/2012/L	27/02/2013

Service Details							
Department	Category	Date From	Date To	Office	Designation	Basic Pay	Remarks
Health Services	State Subordinate	01/07/2010 -	10/06/2012 FN	DISTRICT MEDICAL OFFICE (HEALTH) KOLLAM	Clerk	10210	
Legislature Secretariat	State Subordinate	11/06/2012 -	31/05/2013 -	Legislature Secretariat	Assistant	13900	
Legislature Secretariat	State Subordinate	01/06/2013 FN	30/06/2014 AN	Legislature Secretariat	Assistant	14620	
Legislature Secretariat	State Subordinate	01/07/2014 FN	31/05/2015 AN	Legislature Secretariat	Assistant	29200	Pay Fixation
Legislature Secretariat	State Subordinate	01/06/2015 FN	21/01/2016 AN	Legislature Secretariat	Assistant	29900	Increment
Legislature Secretariat	State Subordinate	22/01/2016 FN	03/03/2016 AN	Legislature Secretariat	Assistant	30700	
Legislature Secretariat	State Subordinate	04/03/2016 FN	31/05/2016 AN	Legislature Secretariat	Assistant - Senior Grade	31500	
Legislature Secretariat	State Subordinate	01/06/2016 FN	31/05/2017 AN	Legislature Secretariat	Assistant - Senior Grade	32300	
Legislature Secretariat	State Subordinate	01/06/2017 -	31/05/2018 -	Legislature Secretariat	Assistant - Senior Grade	33100	
Legislature Secretariat	State Subordinate	01/06/2018 -	31/05/2019 -	Legislature Secretariat	Assistant - Senior Grade	33900	
Legislature Secretariat	State Subordinate	01/06/2019 -	30/06/2019 -	Legislature Secretariat	Assistant - Senior Grade	34800	
Legislature Secretariat	State Subordinate	01/07/2019 -	31/05/2020 -	Legislature Secretariat	Assistant - Senior Grade	49000	
Legislature Secretariat	State Subordinate	01/06/2020 -	24/02/2021 -	Legislature Secretariat	Assistant - Senior Grade	50200	promotion
Legislature Secretariat	State Subordinate	25/02/2021 -	31/05/2021 -	Legislature Secretariat	Assistant Section Officer	52600	

Disciplinary Actions

Ref No	Ref date	Nature of charge	Enquiry officer	File No	Penalty	Penalty remarks	Penalty start date	Penalty order No	Penalty order date	Penalty revoke order date	Revoke order no	Revoke order date

Details of Award Received												
Department		District		Office		Nature Of Award		Purpose		Date Of Award		

Leave On Credit		
As On Date	Leave Type	Days On Credit
30/08/2013	Earned Leave	42.00
03/06/2014	Earned Leave	37.00
31/03/2015	Earned Leave	32.00
31/03/2016	Earned Leave	34.00
31/05/2017	Earned Leave	41.00
31/08/2018	Earned Leave	35.00
17/08/2019	Earned Leave	30.00
10/12/2020	Earned Leave	43.73

Leave Availed					
Leave Type	From Date	To Date	Purpose	Sanction No	Sanction By
Leave Without Allowance without MC (Rule 88)	09/11/2010	19/04/2012			

Encashment of Leave During Service				
As on date	No. of days	Amount	Sanction Order No	Sanction Date
31/08/2013	30	22958	1150/2013	09/09/2013
04/06/2014	30	25810	913/2014	10/06/2014
01/04/2015	30	27456	519/2015	22/04/2015
01/04/2016	30	34942	558/2016	18/04/2016
01/06/2017	30	40134	951/2017	05/06/2017
01/09/2018	30	41385	1432/2018	05/08/2018
17/08/2019	30	44160	1639/2019	20/08/2019
10/12/2020	30	45240	1202/2020/leg	17/12/2020

Nominations for PF, Pensionary and other claims					
Benefit Name	Nominee name	Nominee address	Relationship	Invalid on the happening of	Amount Portion
G.P.F	Adityan	Sheeba Nivas	son		half
G.P.F	Shibju R	Sheeba Nivas	Husband		half
Group Insurance	Adityan	Sheeba Nivas Decent Junction kollam	son		half
Group Insurance	Shibju R	Sheeba Nivas Decent Junction kollam	Husband		half
GPAI	Shibju R	Sheeba Nivas Decent Junction kollam	husband		full

Annual Performance Report submission details			
Period from	Period To	Submitted(Y/ N)	Submitted Date

Annual Property Return submission details			
Period from	Period To	Submitted(Y/ N)	Submitted date

Details of official accommodation availed (Quarters)						
Station	From date	To date	Is Eligible for HRA	Address	Sanction No	Sanction date

Details of disbursement of loans like HBA, MCA, GPF advance etc.					
Loan Item	Instalment No.	Disbursement date	Amount	Order number	Order date

Details of current Loans/ Advance Recovery

Loan Item	Loan Acc No	Loan Amount	Instalment Amount	No.of Instalments	Last Instalment No.	Amount already paid	Status	Freeze Recovery	Principal or Interest
GPF Loan Repayment(801)	MDL387106	129240	3590	36	31	111290		N	P

Details of benefits like GPF, GI, SLI, FBS, D.C.R.G, Pension etc					
Benefit Type	Identifying No.	Sum Assured	Subscription	Risk Effect From	Maturity Date

Present Salary Details					
Basic Pay:	53900	Bill type:	ASO	Acquittance Group:	ASSISTANTS A
Last Change Date:	01/06/2021	Next Incr. Date:	01/06/2022		
Credit To Bank:	Y	Bank:		Account No.:	799012600262221

Additional Pay and Allowances		
Description	Amount	W.E.Date

Deductions and Recoveries			
SINo.	Deduction	Amount	Details
0	Excess Pay Drawn(000)	965	965
1	Excess Pay Drawn(000)	31	31
2	Excess Pay Drawn(000)	523	523
3	Excess Pay Drawn(000)	1520	1520
4	Excess Pay Drawn(000)	3203	3203
0	State Life Insurance-sub(129)	500	500
1	State Life Insurance-sub(129)	1500	1500
1	Income tax(311)	3500	3500
1	Group Insurance Scheme(324)	800	800
0	GPAI Scheme(375)	500	500
1	CMDRF-Flood Relief	4139	4139
0	GPF - Monthly Sub.(701)	5000	5000
1	Arrear to PF(709)	97519	97519
1	Ocki Relief Fund Contribution	500	500
0	Profession Tax(777)	1250	1250

Government of Kerala
Service and Payroll Administrative Repository for Kerala
Employee Data Sheet

PEN : 418021 **Name :** Divya M S

Divya MS



Personal Memoranda

Sex :	F	Nationality :	India
Date of birth :	28/05/1987	Date of superannuation :	31/05/2043
Father's Name:	Murukan	Mother's Name:	Swarnamma
Blood group :		Religion :	Hindu
Caste :	Viswakarma	Category(SC/ST/OBC/OC/GEN) :	OBC
Ex-service Men(Yes/No):	N	Physically handicapped(Yes/No) :	N
If Yes, Nature of Hanicap:			
PAN Number :	ERPPS1136B	Ration Card No:	
Voter Id Card No:		Marital Status :	S
Spouse's Name :		Is Inter Religion / Caste(Yes/No) :	
Spouse's Religion:		Spouse's Caste :	
Is Spouse Employed(Yes/No):		Spouse Employed In :	
Identification Marks 1 :	A black mole on the left eyelid		
2 :	A black mole on the left hand		
Height(cm) :	155		

Present Service Details

Department :	Legislature Secretariat	Office :	Legislature Secretariat
Section :		Seat No :	
Employment Type :	Regular	Service category :	State Subordinate
Designation :	Assistant Section Officer	SDO Code :	
P F Type :	GPFKERALA	P F Number :	P&L410586
Date of joining in Gov. Service :	05/11/2009	Date of joining in the Department :	05/11/2009

Details of parent department, if currently on deputaion

Parent Department :		Parent Office :	
Designation :		Deputaion w.e.f :	
Deputaion Year :		Deputation Months :	
Order Number :		Order Date :	

Present Address

House No and Name: sunder nivas
Street Name : kaniyapuram
Place : kaniyapuram
Pin : 695301
State : Kerala
District : Thiruvananthapuram
Taluk : Thiruvananthapuram
Village : Pallippuram
Phone Number : 04712110012
Home Town : kaniyapurm
E-mail Address : divyamsdivu@gmail.com

Permanent Address

House No and Name: sunder nivas
Street Name : kaniyapurm
Place : kaniyapuram
Pin : 695301
State : Kerala
District : Thiruvananthapuram
Taluk : Thiruvananthapuram
Village : Pallippuram
Phone Number : 04712110012
Mobile Number : 9995047125

Recruitment Details

Source:		Type:		Method:	
Adv. memo No.:		Adv. Memo Date:		SI No. in Memo:	
App. order No:		App. order Date:		Entry Category:	
Is Dist. Recruit ?		Selected District:			

Police Verification Details

Ref No. :		Ver Report Date:		Police Station:	
Remarks :					

Qualifications							
Course Type	Course Name	Subject	University	Institution	Class Obtained	Reg No.	Year Of Pass
Graduation-Science	BSc	Science	Kerala		Passed	370001	2008
Post Graduation-Science	Msc	Science	Kerala		Passed	55046	2011

Details Of Dependents		
Name	Relationship	Date Of Birth

Departmental Tests Passed							
Department	Test Name	Month	Year	Reg No.	Certificate No	Certificate Date	
Legislature Secretariat	Account Test Lower	7	2010	310	22531/10		
Legislature Secretariat	Secretariat Manual	7	2011	11496	15559/11		

Details of Training Programs Attended							
Course Title	Sponsored By	Conducted By	City Name	Country	Qualification	Training From	Training To

Previous Qualifying Services				
Office	Post Held	Date From	Date To	Reason For Termination

Details of Declaration of Probation						
Department	District	Office	Designation	With Effect From	Probation Order No	Probation Order Date
Legislature Secretariat	Thiruvananthapuram	Legislature Secretariat	Assistant	05/11/2009	17046/AcA1/2011/Leg.	07/12/2011

Details of Regularisation						
Department	District	Office	Designation	Date of Entry	Order No	Order Date
Legislature Secretariat	Thiruvananthapuram	Legislature Secretariat	Assistant	05/11/2009	12733/AcA2/09/Leg	09/03/2010

Service Details							
Department	Category	Date From	Date To	Office	Designation	Basic Pay	Remarks
Legislature Secretariat	State Subordinate	05/11/2009 FN	31/10/2010 AN	Legislature Secretariat	Assistant	13900	Pay Fixation
Legislature Secretariat	State Subordinate	01/11/2010 -	31/10/2011 -	Legislature Secretariat	Assistant	14260	
Legislature Secretariat	State Subordinate	01/11/2011 -	04/11/2011 -	Legislature Secretariat	Assistant	14620	
Legislature Secretariat	State Subordinate	05/11/2011 -	31/10/2012 -	Legislature Secretariat	Assistant - Senior Grade	16180	
Legislature Secretariat	State Subordinate	01/11/2012 -	31/10/2013 -	Legislature Secretariat	Assistant - Senior Grade	16580	
Legislature Secretariat	State Subordinate	01/11/2013 -	30/06/2014 -	Legislature Secretariat	Assistant - Senior Grade	16980	
Legislature Secretariat	State Subordinate	01/07/2014 FN	31/10/2014 AN	Legislature Secretariat	Assistant - Senior Grade	33100	Pay Fixation
Legislature Secretariat	State Subordinate	01/11/2014 FN	31/10/2015 AN	Legislature Secretariat	Assistant - Senior Grade	33900	Increment
Legislature Secretariat	State Subordinate	01/11/2015 -	04/07/2016 -	Legislature Secretariat	Assistant - Senior Grade	34800	
Legislature Secretariat	State Subordinate	05/07/2016 -	31/10/2016 -	Legislature Secretariat	Assistant Section Officer	36600	
Legislature Secretariat	State Subordinate	01/11/2016 -	31/10/2017 -	Legislature Secretariat	Assistant Section Officer	37500	
Legislature Secretariat	State Subordinate	01/11/2017 -	31/10/2018 -	Legislature Secretariat	Assistant Section Officer	38500	
Legislature Secretariat	State Subordinate	01/11/2018 -	30/06/2019 -	Legislature Secretariat	Assistant Section Officer	39500	
Legislature Secretariat	State Subordinate	01/07/2019 -	31/10/2019 -	Legislature Secretariat	Assistant Section Officer	55200	
Legislature Secretariat	State Subordinate	01/11/2019 -	31/10/2020 -	Legislature Secretariat	Assistant Section Officer	56500	
Legislature Secretariat	State Subordinate	01/11/2020 -	31/10/2021 -	Legislature Secretariat	Assistant Section Officer	57900	

Disciplinary Actions												
Ref No	Ref date	Nature of charge	Enquiry officer	File No	Penalty	Penalty remarks	Penalty start date	Penalty order No	Penalty order date	Penalty revoke order date	Revoke order no	Revoke order date

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Details of Award Received					
Department	District	Office	Nature Of Award	Purpose	Date Of Award

Leave On Credit		
As On Date	Leave Type	Days On Credit
03/06/2011	Earned Leave	34.00
31/03/2012	Earned Leave	33.00
31/03/2013	Earned Leave	36.00
31/03/2014	Earned Leave	30.00
04/11/2014	Half Pay Leave	42.00
31/03/2015	Earned Leave	30.00
31/03/2016	Earned Leave	43.00

Leave Availed					
Leave Type	From Date	To Date	Purpose	Sanction No	Sanction By
Half Pay Leave	01/04/2017	30/04/2017	Personal		
Half Pay Leave	01/05/2017	21/05/2017	Personal		

Encashment of Leave During Service				
As on date	No. of days	Amount	Sanction Order No	Sanction Date
03/06/2011	30	18822	988/2011	16/06/2011
02/04/2012	30	20292	492/2012/leg	10/04/2012
01/04/2013	30	25181	384/2013/leg	03/04/2013
01/04/2014	30	28867	570/2014	09/04/2014
01/04/2015	30	32546	446/2015	10/04/2015
01/04/2016	30	39288	558/2016	18/04/2016

Nominations for PF, Pensionary and other claims					
Benefit Name	Nominee name	Nominee address	Relationship	Invalid on the happening of	Amount Portion
S.L.I	Swarnamma P	Sundar Nivas Near MHS Kaniyapuram P O	Mother		100
GPAI	Swarnamma P	Sundar Nivas Near MHS Kaniyapuram P O	Mother		100

Annual Performance Report submission details			
Period from	Period To	Submitted(Y/ N)	Submitted Date

Annual Property Return submission details			
Period from	Period To	Submitted(Y/ N)	Submitted date

Details of official accommodation availed (Quarters)						
Station	From date	To date	Is Eligible for HRA	Address	Sanction No	Sanction date

Details of disbursement of loans like HBA, MCA, GPF advance etc.					
Loan Item	Instalment No.	Disbursement date	Amount	Order number	Order date

Details of current Loans/ Advance Recovery									
Loan Item	Loan Acc No	Loan Amount	Instalment Amount	No.of Instalments	Last Instalment No.	Amount already paid	Status	Freeze Recovery	Principal or Interest
GPF Loan Repayment(8 01)	P&L410586	396000	11000	36	4	44000		N	P

Details of benefits like GPF, GI, SLI, FBS, D.C.R.G, Pension etc					
Benefit Type	Identifying No.	Sum Assured	Subscription	Risk Effect From	Maturity Date

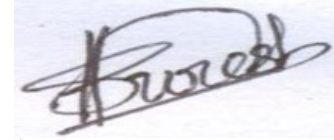
Present Salary Details					
Basic Pay:	59300	Bill type:	ASO	Acquittance Group:	ASSISTANTS A
Last Change Date:	01/11/2021	Next Incr. Date:	01/11/2022		
Credit To Bank:	Y	Bank:		Account No.:	799012600262714

Additional Pay and Allowances		
Description	Amount	W.E.Date

Deductions and Recoveries			
SINo.	Deduction	Amount	Details
1	Excess Pay Drawn(000)	7258	7258
0	State Life Insurance-sub(129)	200	200
1	State Life Insurance-sub(129)	300	300
1	LIC Premium(303)	713	713
1	Group Insurance Scheme(324)	800	800
0	GPAI Scheme(375)	500	500
0	CMDRF-Flood Relief	2750	2750
1	GPF - Monthly Sub.(701)	10000	10000
1	Arrear to PF(709)	102478	102478
1	Ocki Relief Fund Contribution	500	500
0	Profession Tax(777)	1250	1250

Government of Kerala
Service and Payroll Administrative Repository for Kerala
Employee Data Sheet

PEN : 419327 **Name :** Shefeek M S



Personal Memoranda

Sex :	M	Nationality :	India
Date of birth :	16/02/1982	Date of superannuation :	28/02/2038
Father's Name:	muhammed kunju	Mother's Name:	Arifa Beevi
Blood group :		Religion :	Islam
Caste :	muslim	Category(SC/ST/OBC/OC/GEN) :	OBC
Ex-service Men(Yes/No):	N	Physically handicapped(Yes/No) :	N
If Yes, Nature of Hanicap:			
PAN Number :	DHFPS0528Q	Ration Card No:	
Voter Id Card No:	WLS0589192	Marital Status :	S
Spouse's Name :		Is Inter Religion / Caste(Yes/No) :	
Spouse's Religion:		Spouse's Caste :	
Is Spouse Employed(Yes/No):		Spouse Employed In :	
Identification Marks 1 :	black mole		
2 :	scar		
Height(cm) :	132		

Present Service Details

Department :	Legislature Secretariat	Office :	Legislature Secretariat
Section :		Seat No :	
Employment Type :	Regular	Service category :	State Subordinate
Designation :	Assistant Section Officer	SDO Code :	
P F Type :	GPFKERALA	P F Number :	J330371
Date of joining in Gov. Service :	14/03/2005	Date of joining in the Department :	14/06/2016

Details of parent department, if currently on deputaion

Parent Department :		Parent Office :	
Designation :		Deputaion w.e.f :	
Deputaion Year :		Deputation Months :	
Order Number :		Order Date :	

Present Address

House No and Name: shanavas manzil
Street Name : universal nagar 74A
Place : kilikollur
Pin : 691004
State : Kerala
District : Kollam
Taluk : Kollam
Village : Kilokollur
Phone Number : 04742716458
Home Town : kollam
E-mail Address : kollammla124@gmail.com

Permanent Address

House No and Name: shanavas manzil
Street Name : universal nagar 74A
Place : kilikollur
Pin : 691004
State : Kerala
District : Kollam
Taluk : Kollam
Village : Kilokollur
Phone Number : 04742716458
Mobile Number : 9746418545

Recruitment Details

Source:		Type:		Method:	
Adv. memo No.:		Adv. Memo Date:		SI No. in Memo:	
App. order No:		App. order Date:		Entry Category:	
Is Dist. Recruit ?		Selected District:			

Police Verification Details

Ref No. :		Ver Report Date:		Police Station:	
Remarks :					

Qualifications							
Course Type	Course Name	Subject	University	Institution	Class Obtained	Reg No.	Year Of Pass

Details Of Dependents		
Name	Relationship	Date Of Birth

Departmental Tests Passed							
Department	Test Name	Month	Year	Reg No.	Certificate No	Certificate Date	

Details of Training Programs Attended							
Course Title	Sponsored By	Conducted By	City Name	Country	Qualification	Training From	Training To

Previous Qualifying Services				
Office	Post Held	Date From	Date To	Reason For Termination

Details of Declaration of Probation						
Department	District	Office	Designation	With Effect From	Probation Order No	Probation Order Date

Details of Regularisation						
Department	District	Office	Designation	Date of Entry	Order No	Order Date

Service Details							
Department	Category	Date From	Date To	Office	Designation	Basic Pay	Remarks
General Administration Department	State Subordinate	28/10/2009 FN	30/09/2010 AN	General Administration Accounts Department, Secretariat	Assistant	14620	Pay Fixation
General Administration Department	State Subordinate	01/10/2010 -	30/09/2011 -	General Administration Accounts Department, Secretariat	Assistant	14260	
General Administration Department	State Subordinate	01/07/2011 -	30/06/2012 -	General Administration Accounts Department, Secretariat	Assistant	16180	
General Administration Department	State Subordinate	01/07/2012 -	30/06/2013 -	General Administration Accounts Department, Secretariat	Senior Grade Assistant	16580	
General Administration Department	State Subordinate	01/07/2013 -	30/06/2014 -	General Administration Accounts Department, Secretariat	Senior Grade Assistant	16980	
General Administration Department	State Subordinate	01/07/2014 FN	27/10/2014 AN	General Administration Accounts Department, Secretariat	Senior Grade Assistant	34800	Pay Fixation
State Planning Board	State Subordinate	28/10/2014 FN	30/06/2015 AN	State Planning Board, Thiruvananthapuram	Confidential Assistant (Senior Grade)	34800	Department Change
State Planning Board	State Subordinate	01/07/2015 FN	28/10/2015 AN	State Planning Board, Thiruvananthapuram	Confidential Assistant (Senior Grade)	35700	Increment
General Administration Department	State Subordinate	29/10/2015 FN	13/06/2016 AN	General Administration Accounts Department, Secretariat	Senior Gr. Assistant	35700	IDMT
Legislature Secretariat	State Subordinate	14/06/2016 -	30/06/2016 -	Legislature Secretariat	Personal Assistant to MLAs(16180-29180)	35700	

Legislature Secretariat	State Subordinate	01/07/2016 -	29/12/2016 -	Legislature Secretariat	Personal Assistant to MLAs(16180-29180)	36600	promotion
Legislature Secretariat	State Subordinate	30/12/2016 -	30/06/2017 -	Legislature Secretariat	Assistant Section Officer	38500	
Legislature Secretariat	State Subordinate	01/07/2017 -	30/06/2018 -	Legislature Secretariat	Assistant Section Officer	39500	
Legislature Secretariat	State Subordinate	01/07/2018 -	30/06/2019 -	Legislature Secretariat	Assistant Section Officer	40500	
Legislature Secretariat	State Subordinate	01/07/2019 -	30/06/2020 -	Legislature Secretariat	Assistant Section Officer	57900	
Legislature Secretariat	State Subordinate	01/07/2020 -	30/06/2021 -	Legislature Secretariat	Assistant Section Officer	59300	

Disciplinary Actions												
Ref No	Ref date	Nature of charge	Enquiry officer	File No	Penalty	Penalty remarks	Penalty start date	Penalty order No	Penalty order date	Penalty revoke order date	Revoke order no	Revoke order date

Details of Award Received					
Department	District	Office	Nature Of Award	Purpose	Date Of Award

Leave On Credit		
As On Date	Leave Type	Days On Credit
14/03/2005	Earned Leave	0.05
15/06/2008	Earned Leave	91.50
11/01/2010	Earned Leave	143.77
01/04/2010	Earned Leave	151.04
01/04/2011	Earned Leave	181.49
06/08/2012	Earned Leave	223.58
01/04/2013	Earned Leave	241.94
01/04/2014	Earned Leave	245.12
01/04/2016	Earned Leave	251.57

Leave Availed					
Leave Type	From Date	To Date	Purpose	Sanction No	Sanction By
Dies-Non	08/01/2013	13/01/2013			

Encashment of Leave During Service				
As on date	No. of days	Amount	Sanction Order No	Sanction Date
11/01/2010	30	13769	2499/B4/09/GAD	11/01/2010
01/04/2010	30	14887	26886/AccB4/2010/GAD	19/04/2010
03/05/2011	30	18822	33049/b4/2011/gad	25/05/2011
06/08/2012	30	21316	63426/AcctsB4/2012/GAD	13/08/2012
01/04/2013	30	25181	24244/B4/2013/GAD	04/04/2013
01/04/2014	30	28867	25996b/AcctsB4/14/GAD	01/04/2014
06/05/2015	30	32546	e1202762015SPB	14/05/2015
15/04/2016	30	40242	2e533266/AcctsB4/2016/GAD	05/05/2016
01/04/2017	30	43392	634/2017/leg	17/04/2017
17/07/2018	30	48975	1187/2018/NISE	19/07/2018
30/09/2018	30	48975	1562/2018/leg	27/09/2018
01/04/2019	30	48975	496/2019/Nise	05/04/2019
17/02/2021	30	53400	299/2021	25/02/2021

Nominations for PF, Pensionary and other claims					
Benefit Name	Nominee name	Nominee address	Relationship	Invalid on the happening of	Amount Portion

Annual Performance Report submission details			
Period from	Period To	Submitted(Y/ N)	Submitted Date

Annual Property Return submission details			
Period from	Period To	Submitted(Y/ N)	Submitted date

Details of official accommodation availed (Quarters)						
Station	From date	To date	Is Eligible for HRA	Address	Sanction No	Sanction date

Details of disbursement of loans like HBA, MCA, GPF advance etc.						
Loan Item	Instalment No.	Disbursement date	Amount	Order number	Order date	

Details of current Loans/ Advance Recovery									
Loan Item	Loan Acc No	Loan Amount	Instalment Amount	No.of Instalments	Last Instalment No.	Amount already paid	Status	Freeze Recovery	Principal or Interest

Details of benefits like GPF, GI, SLI, FBS, D.C.R.G, Pension etc						
Benefit Type	Identifying No.		Sum Assured	Subscription	Risk Effect From	Maturity Date

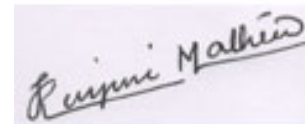
Present Salary Details					
Basic Pay:	60700	Bill type:	PA to MLA 1	Acquittance Group:	PA to MLA 1
Last Change Date:	01/07/2021	Next Incr. Date:	01/07/2022		
Credit To Bank:	Y	Bank:		Account No.:	799012600263243

Additional Pay and Allowances		
Description	Amount	W.E.Date
Special Allowance(06)	830	01/05/2021

Deductions and Recoveries			
SI No.	Deduction	Amount	Details
0	Excess Pay Drawn(000)	1145	1145
0	State Life Insurance-sub(129)	500	500
0	Income tax(311)	8170	8170
1	Income tax(311)	11020	11020
2	Income tax(311)	770	770
3	Income tax(311)	14820	14820
4	Income tax(311)	19200	19200
1	Group Insurance Scheme(324)	800	800
0	GPAI Scheme(375)	500	500
1	GPF - Monthly Sub.(701)	5000	5000
1	Arrear to PF(709)	113917	113917
1	Ocki Relief Fund Contribution	2000	2000
0	Profession Tax(777)	1250	1250

Government of Kerala
Service and Payroll Administrative Repository for Kerala
Employee Data Sheet

PEN : 426594 **Name :** Renjini Mathew



Personal Memoranda

Sex :	F	Nationality :	India
Date of birth :	30/05/1981	Date of superannuation :	31/05/2037
Father's Name:	A M mathew	Mother's Name:	M I soosamma
Blood group :	O+	Religion :	Christian
Caste :	syrian jacobite	Category(SC/ST/OBC/OC/GEN) :	Gen
Ex-service Men(Yes/No):	N	Physically handicapped(Yes/No) :	N
If Yes, Nature of Hanicap:			
PAN Number :	BWZPM5694N	Ration Card No:	
Voter Id Card No:		Marital Status :	M
Spouse's Name :	Jayanarayanan R	Is Inter Religion / Caste(Yes/No) :	Y
Spouse's Religion:	Hindu	Spouse's Caste :	
Is Spouse Employed(Yes/No):	Y	Spouse Employed In :	Homoeopathy Dept
Identification Marks 1 :	A black mole on the left arm		
2 :	ablack mole rt forearmon		
Height(cm) :	165		

Present Service Details

Department :	Legislature Secretariat	Office :	Legislature Secretariat
Section :		Seat No :	
Employment Type :	Regular	Service category :	State Subordinate
Designation :	Assistant Section Officer	SDO Code :	
P F Type :	GPFKERALA	P F Number :	PSC419912
Date of joining in Gov. Service :	16/07/2009	Date of joining in the Department :	26/04/2013

Details of parent department, if currently on deputaion

Parent Department :		Parent Office :	
Designation :		Deputaion w.e.f :	
Deputaion Year :		Deputation Months :	
Order Number :		Order Date :	

Present Address

House No and Name: CHAITHRA
Street Name : NSS COLLEGE ROAD
Place : NEERAMANKARA,KAIMANOM PO
Pin : 695040
State : Kerala
District : Thiruvananthapuram
Taluk : Thiruvananthapuram
Village : Nemam
Phone Number : 04712512416
Home Town : KOLLAM
E-mail Address : drjayanarayanan@gmail.com

Permanent Address

House No and Name: HILLVIEW
Street Name : KATTACHAL
Place : KUMMALLOOR PO
Pin : 691573
State : Kerala
District : Kollam
Taluk : Kollam
Village : Adhichanallur
Phone Number : 04712512416
Mobile Number : 9995993388

Recruitment Details

Source:	PSC	Type:	General	Method:	Direct
Adv. memo No.:	RIA(1)8803/10/GW	Adv. Memo Date:	08/04/2010	SI No. in Memo:	
App. order No:	Estt-11(3) 12000/10	App. order Date:	22/04/2010	Entry Category:	State Subordinate
Is Dist. Recruit ?	N	Selected District:			

Police Verification Details

Ref No. :		Ver Report Date:		Police Station:	
Remarks :					

Qualifications							
Course Type	Course Name	Subject	University	Institution	Class Obtained	Reg No.	Year Of Pass

Details Of Dependents		
Name	Relationship	Date Of Birth
A M Mathew	Father	
M I Soosamma	Mother	
R Jayanarayanan	husband	

Departmental Tests Passed							
Department	Test Name	Month	Year	Reg No.	Certificate No	Certificate Date	
Legislature Secretariat	Account Test Lower	7	2010	1859	8632/12	23/07/2012	
Legislature Secretariat	Secretariat Manual	7	2013	100435	ID 10309#1#1	04/11/2013	

Details of Training Programs Attended							
Course Title	Sponsored By	Conducted By	City Name	Country	Qualification	Training From	Training To

Previous Qualifying Services					
Office	Post Held	Date From	Date To	Reason For Termination	
VHSE	LDC	17/06/2009	04/05/2010	04/05/2010	
KPSC	Assistant	05/05/2010	25/04/2013	25/04/2013	

Details of Declaration of Probation						
Department	District	Office	Designation	With Effect From	Probation Order No	Probation Order Date
Legislature Secretariat	Thiruvananthapuram	Legislature Secretariat	Assistant	10/06/2015	426/2015/leg	16/06/2015

Details of Regularisation						
Department	District	Office	Designation	Date of Entry	Order No	Order Date

Service Details							
Department	Category	Date From	Date To	Office	Designation	Basic Pay	Remarks
Education (Vocational Higher Secondary)	State Subordinate	16/07/2009 FN	04/05/2010 AN	GOVT V & HSS FOR DEAF JAGATHY TVPM	Lower Division Clerk(8 Yrs Qualified)	9940	Pay Fixation
Public Service Commission	State Subordinate	05/05/2010 FN	30/04/2011 AN	Kerala Public Service Commission, Pattom, Tvp	Assistant	7990	
Public Service Commission	State Subordinate	01/05/2011 FN	23/05/2012 AN	Kerala Public Service Commission, Pattom, Tvp	Assistant	13900	
Public Service Commission	State Subordinate	24/05/2012 -	25/04/2013 AN	Kerala Public Service Commission, Pattom, Tvp	Assistant	14620	z
Legislature Secretariat	State Subordinate	26/04/2013 -	30/04/2013 -	Legislature Secretariat	Assistant	14620	
Legislature Secretariat	State Subordinate	01/05/2013 -	30/04/2014 -	Legislature Secretariat	Assistant	14980	
Legislature Secretariat	State Subordinate	01/05/2014 FN	30/06/2014 AN	Legislature Secretariat	Assistant	15380	
Legislature Secretariat	State Subordinate	01/07/2014 FN	31/05/2015 AN	Legislature Secretariat	Assistant	30700	Pay Fixation
Legislature Secretariat	State Subordinate	01/06/2015 -	30/04/2016 -	Legislature Secretariat	Assistant	31500	
Legislature Secretariat	State Subordinate	01/05/2016 -	04/07/2016 -	Legislature Secretariat	Assistant	32300	
Legislature Secretariat	State Subordinate	05/07/2016 FN	08/01/2017 AN	Legislature Secretariat	Assistant - Senior Grade	33900	
Legislature Secretariat	State Subordinate	09/01/2017 -	07/02/2017 -	Legislature Secretariat	Assistant	32300	
Legislature Secretariat	State Subordinate	08/02/2017 FN	30/04/2017 AN	Legislature Secretariat	Assistant - Senior Grade	33900	
Legislature Secretariat	State Subordinate	01/05/2017 FN	30/04/2018 AN	Legislature Secretariat	Assistant	34800	
Legislature Secretariat	State Subordinate	01/05/2018 -	30/04/2019 -	Legislature Secretariat	Assistant - Senior Grade	35700	

Legislature Secretariat	State Subordinate	01/05/2019 -	30/06/2019 -	Legislature Secretariat	Assistant - Senior Grade	36600	
Legislature Secretariat	State Subordinate	01/07/2019 -	30/04/2020 -	Legislature Secretariat	Assistant - Senior Grade	51400	
Legislature Secretariat	State Subordinate	01/05/2020 -	30/04/2021 -	Legislature Secretariat	Assistant - Senior Grade	52600	
Legislature Secretariat	State Subordinate	01/05/2021 -	27/06/2021 -	Legislature Secretariat	Assistant - Senior Grade	53900	promotion

Disciplinary Actions												
Ref No	Ref date	Nature of charge	Enquiry officer	File No	Penalty	Penalty remarks	Penalty start date	Penalty order No	Penalty order date	Penalty revoke order date	Revoke order no	Revoke order date

Details of Award Received						
Department	District	Office	Nature Of Award	Purpose	Date Of Award	

Leave On Credit		
As On Date	Leave Type	Days On Credit
03/01/2011	Earned Leave	32.23
04/05/2011	Half Pay Leave	20.00
07/12/2011	Earned Leave	31.73
10/07/2012	Earned Leave	32.09
18/08/2013	Earned Leave	30.00
28/10/2014	Earned Leave	30.00
10/07/2016	Earned Leave	32.00
10/05/2019	Earned Leave	32.00

Leave Availed					
Leave Type	From Date	To Date	Purpose	Sanction No	Sanction By
Half Pay Leave	26/11/2013	29/11/2013	personal	5	US
Half Pay Leave	01/12/2015	03/12/2015	personal	6	us
Half Pay Leave	19/05/2017	27/05/2017			
Half Pay Leave	28/05/2017	01/06/2017			
Leave Without Allowance without MC (Rule 88)	04/10/2017	01/12/2017			

Encashment of Leave During Service				
As on date	No. of days	Amount	Sanction Order No	Sanction Date
07/12/2011	30	19821	acvi(2)78/2011/gw	15/12/2011
11/07/2012	30	21316	AC/6/2/343/2012	20/07/2012
19/08/2013	30	24059	1723/2013	27/08/2013
29/10/2014	30	27747	1533/2014	29/10/2014
11/07/2016	30	37607	1218/2016	13/07/2016
10/05/2019	30	46320	700/2019	16/05/2019
12/03/2021	30	53400	401/2021/Leg	16/03/2021

Nominations for PF, Pensionary and other claims					
Benefit Name	Nominee name	Nominee address	Relationship	Invalid on the happening of	Amount Portion

Annual Performance Report submission details			
Period from	Period To	Submitted(Y/ N)	Submitted Date

Annual Property Return submission details			
Period from	Period To	Submitted(Y/ N)	Submitted date

Details of official accommodation availed (Quarters)						
Station	From date	To date	Is Eligible for HRA	Address	Sanction No	Sanction date

Details of disbursement of loans like HBA, MCA, GPF advance etc.					
Loan Item	Instalment No.	Disbursement date	Amount	Order number	Order date

Details of current Loans/ Advance Recovery									
Loan Item	Loan Acc No	Loan Amount	Instalment Amount	No.of Instalments	Last Instalment No.	Amount already paid	Status	Freeze Recovery	Principal or Interest
GPF Loan Repayment(801)	PSC419912	286560	7960	36	16	127360		N	P

Details of benefits like GPF, GI, SLI, FBS, D.C.R.G, Pension etc					
Benefit Type	Identifying No.	Sum Assured	Subscription	Risk Effect From	Maturity Date

Present Salary Details					
Basic Pay:	56500	Bill type:	ASO	Acquittance Group:	ASSISTANTS A
Last Change Date:	28/06/2021	Next Incr. Date:	01/05/2022		
Credit To Bank:	Y	Bank:		Account No.:	799012600510698

Additional Pay and Allowances		
Description	Amount	W.E.Date

Deductions and Recoveries			
SiNo.	Deduction	Amount	Details
0	State Life Insurance-sub(129)	500	500
1	Group Insurance Scheme(324)	800	800
0	GPAI Scheme(375)	500	500
0	GPF - Monthly Sub.(701)	2000	2000
1	GPF - Monthly Sub.(701)	4000	4000
1	Arrear to PF(709)	94743	94743
1	Ocki Relief Fund Contribution	500	500
0	Profession Tax(777)	1250	1250

Government of Kerala
Service and Payroll Administrative Repository for Kerala
Employee Data Sheet

PEN : 460632 **Name :** Manju U



Personal Memoranda

Sex :	F	Nationality :	India
Date of birth :	16/04/1982	Date of superannuation :	30/04/2038
Father's Name:	Sasidharan Nadar Y	Mother's Name:	Usha P
Blood group :	O+	Religion :	Hindu
Caste :	Nadar	Category(SC/ST/OBC/OC/GEN) :	OBC
Ex-service Men(Yes/No):	N	Physically handicapped(Yes/No) :	N
If Yes, Nature of Hanicap:			
PAN Number :	ADPPU7292L	Ration Card No:	1105063035
Voter Id Card No:	MMS1312719	Marital Status :	M
Spouse's Name :	SUNIL KUMAR A	Is Inter Religion / Caste(Yes/No) :	N
Spouse's Religion:	Hindu	Spouse's Caste :	Nadar
Is Spouse Employed(Yes/No):	Y	Spouse Employed In :	Police Dept
Identification Marks 1 :	A mole on the left forefinger		
2 :	A mole on the left side of the nose		
Height(cm) :	154		

Present Service Details

Department :	Legislature Secretariat	Office :	Legislature Secretariat
Section :		Seat No :	
Employment Type :	Regular	Service category :	State Subordinate
Designation :	Assistant Section Officer	SDO Code :	
P F Type :	GPFKERALA	P F Number :	S&P402005
Date of joining in Gov. Service :	13/07/2009	Date of joining in the Department :	18/06/2010

Details of parent department, if currently on deputaion

Parent Department :		Parent Office :	
Designation :		Deputaion w.e.f :	
Deputaion Year :		Deputation Months :	
Order Number :		Order Date :	

Present Address

House No and Name: Nettayathukuzhy Vilayil Veedu
Street Name : Kaduvakkuzhy
Place : Konchira PO, TVM
Pin : 695615
State : Kerala
District : Thiruvananthapuram
Taluk : Nedumangad
Village : Vembayam
Phone Number : 04712512416
Home Town : konchira
E-mail Address : umanju1982@gmail.com

Permanent Address

House No and Name: Nettayathukuzhy Vilayil Veedu
Street Name : Kaduvakkuzhy
Place : Konchira PO, TVM
Pin : 695615
State : Kerala
District : Thiruvananthapuram
Taluk : Nedumangad
Village : Vembayam
Phone Number : 04712512416
Mobile Number : 9400528408

Recruitment Details

Source:	PSC	Type:	General	Method:	Direct
Adv. memo No.:	RIA (1) 8803/10 GW	Adv. Memo Date:	20/05/2010	SI No. in Memo:	1
App. order No:	13507/AcA4/2010/Leg	App. order Date:	11/06/2010	Entry Category:	State Subordinate
Is Dist. Recruit ?	N	Selected District:			

Police Verification Details

Ref No. :	SB/628/SVR/10-TC	Ver Report Date:	24/06/2010	Police Station:	
Remarks :					

Qualifications							
Course Type	Course Name	Subject	University	Institution	Class Obtained	Reg No.	Year Of Pass
Graduation-Science	B.Sc	Science	University of Kerala		Passed	100897	2002
Graduation-Education	B.Ed	Teaching	University of Kerala		Passed	14319	2006
Post Graduation-Science	M.Sc	Science	University of Kerala		Passed	65001402	2004
Matriculation	S.S.L.C	General	Board of Public Examinations, Kerala		Passed	303827	1997
SET	SET	SET	Directorarate of Higher Secondary Education		Passed	71390068	2005

Details Of Dependents		
Name	Relationship	Date Of Birth
M S Sumitha Sun	Daughter	08/06/2012
Sasidharan Nadar Y	Father	
Sunil Kumar A	Husband	01/12/1979
Usha P	Mother	

Departmental Tests Passed							
Department	Test Name	Month	Year	Reg No.	Certificate No	Certificate Date	
Legislature Secretariat	MOP	1	2010	442	16641/10		
Legislature Secretariat	Account Test Higher	7	2014	104382 442	2758/14	12/11/2014	
Legislature Secretariat	Account Test Lower	1	2010	442	11640/10		
Legislature Secretariat	Secretariat Manual	1	2011	10205			

Details of Training Programs Attended							
Course Title	Sponsored By	Conducted By	City Name	Country	Qualification	Training From	Training To
Office automation and internet	IMG	IMG	Tvpm	India	BEd	02/03/2010	12/03/2010

Previous Qualifying Services					
Office	Post Held	Date From	Date To	Reason For Termination	

Details of Declaration of Probation						
Department	District	Office	Designation	With Effect From	Probation Order No	Probation Order Date
Legislature Secretariat	Thiruvananthapuram	Legislature Secretariat	Assistant	18/06/2012	16414/AcA4/2012/Leg	16/07/2012

Details of Regularisation						
Department	District	Office	Designation	Date of Entry	Order No	Order Date
Legislature Secretariat	Thiruvananthapuram	Legislature Secretariat	Assistant	18/06/2010	13507/AcA4/2010/Leg	03/09/2010

Service Details							
Department	Category	Date From	Date To	Office	Designation	Basic Pay	Remarks
Printing	State Subordinate	13/07/2009 FN	16/06/2010 AN	Government Central Press, Thiruvananthapuram	Clerk	9940	Pay Fixation
Printing	State Subordinate	17/06/2010 FN	17/06/2010 AN	TRANSIT	Clerk	9940	Office Transfer
Legislature Secretariat	State Subordinate	18/06/2010 -	31/05/2011 -	Legislature Secretariat	Assistant	13900	
Legislature Secretariat	State Subordinate	01/06/2011 FN	06/05/2012 AN	Legislature Secretariat	Assistant	14260	
Legislature Secretariat	State Subordinate	07/05/2012 -	30/04/2013 -	Legislature Secretariat	Assistant - Senior Grade	16180	
Legislature Secretariat	State Subordinate	01/05/2013 -	30/04/2014 -	Legislature Secretariat	Assistant - Senior Grade	16580	
Legislature Secretariat	State Subordinate	01/05/2014 -	30/06/2014 -	Legislature Secretariat	Assistant - Senior Grade	16980	
Legislature Secretariat	State Subordinate	01/07/2014 FN	30/04/2015 AN	Legislature Secretariat	Assistant - Senior Grade	33100	Pay Fixation
Legislature Secretariat	State Subordinate	01/05/2015 -	30/04/2016 -	Legislature Secretariat	Assistant - Senior Grade	33900	
Legislature Secretariat	State Subordinate	01/05/2016 -	17/08/2016 -	Legislature Secretariat	Assistant - Senior Grade	34800	
Legislature Secretariat	State Subordinate	18/08/2016 -	30/04/2017 -	Legislature Secretariat	Assistant Section Officer	36600	

Legislature Secretariat	State Subordinate	01/05/2017 -	30/04/2018 -	Legislature Secretariat	Assistant Section Officer	37500	
Legislature Secretariat	State Subordinate	01/05/2018 -	30/04/2019 -	Legislature Secretariat	Assistant Section Officer	38500	
Legislature Secretariat	State Subordinate	01/05/2019 -	30/06/2019 -	Legislature Secretariat	Assistant Section Officer	39500	
Legislature Secretariat	State Subordinate	01/07/2019 -	30/04/2020 -	Legislature Secretariat	Assistant Section Officer	55200	
Legislature Secretariat	State Subordinate	01/05/2020 -	30/04/2021 -	Legislature Secretariat	Assistant Section Officer	56500	

Disciplinary Actions

Ref No	Ref date	Nature of charge	Enquiry officer	File No	Penalty	Penalty remarks	Penalty start date	Penalty order No	Penalty order date	Penalty revoke order date	Revoke order no	Revoke order date

Details of Award Received

Department	District	Office	Nature Of Award	Purpose	Date Of Award

Leave On Credit

As On Date	Leave Type	Days On Credit
01/02/2011	Earned Leave	35.00
01/11/2011	Earned Leave	30.00
02/12/2012	Earned Leave	35.00
19/07/2013	Half Pay Leave	48.00
22/01/2015	Earned Leave	15.00
31/07/2015	Earned Leave	32.00
07/06/2016	Earned Leave	30.00
12/12/2017	Earned Leave	31.00
01/12/2018	Earned Leave	32.00
21/10/2019	Earned Leave	31.45

Leave Availed

Leave Type	From Date	To Date	Purpose	Sanction No	Sanction By
Dies-Non	08/01/2013	13/01/2013	Dies-non		
Commuted Leave	21/08/2019	22/08/2019			

Encashment of Leave During Service

As on date	No. of days	Amount	Sanction Order No	Sanction Date
02/02/2011	30	16166	121/2011	07/02/2011
01/11/2011	30	18822	1283/2011	16/11/2011
03/12/2012	30	24601	1544/2012/leg	21/12/2012
13/09/2013	30	26507	1203/2013	24/09/2013
11/08/2014	30	30565	1220/2014	14/08/2014
01/08/2015	30	33591	1064/2015	10/08/2015
07/06/2016	30	40332	961/2016	08/06/2016
12/12/2017	30	45150	1928/2017	13/12/2017
01/12/2018	30	46675	1925/2018	12/12/2018
21/10/2019	30	49800	1517/2019/Leg	24/10/2019
10/01/2021	30	51000	53/2021	12/01/2021

Nominations for PF, Pensionary and other claims

Benefit Name	Nominee name	Nominee address	Relationship	Invalid on the happening of	Amount Portion
G.P.F	Usha P	Nettayathukuzhy Vilayil Veedu, Kaduvakkuzhy, Konchira PO, TVM	Mother	On submitting a new nomination	Full
Group Insurance	Usha P	Nettayathukuzhy Vilayil Veedu, Kaduvakkuzhy, Konchira PO, TVM	Mother		100
S.L.I	Sunil Kumar A	Smitha Bhavan Erathuvayal Pullampara P O Venjarammoodu	Husband		100
GPAI	Usha P	Nettayathukuzhy Vilayil Veedu, Kaduvakkuzhy, Konchira PO, TVM	Mother		100

Annual Performance Report submission details

Period from	Period To	Submitted(Y/ N)	Submitted Date

Annual Property Return submission details			
Period from	Period To	Submitted(Y/ N)	Submitted date

Details of official accommodation availed (Quarters)						
Station	From date	To date	Is Eligible for HRA	Address	Sanction No	Sanction date

Details of disbursement of loans like HBA, MCA, GPF advance etc.						
Loan Item	Instalment No.	Disbursement date	Amount	Order number	Order date	

Details of current Loans/ Advance Recovery									
Loan Item	Loan Acc No	Loan Amount	Instalment Amount	No.of Instalments	Last Instalment No.	Amount already paid	Status	Freeze Recovery	Principal or Interest
Festival Advance(002)	FestAdv082021	15000	3000	5	4	12000		N	P
HBA State Svc Officers(102)	GAD114021	849000	5900	144	62	365800		N	P

Details of benefits like GPF, GI, SLI, FBS, D.C.R.G, Pension etc						
Benefit Type	Identifying No.	Sum Assured	Subscription	Risk Effect From	Maturity Date	
G.P.F	S and P 402005	0	1000	01/10/2009		
Group Insurance	011000783	0	200			
S.L.I	620902526	0	500			
L.I.C.	782529665	0	510			

Present Salary Details					
Basic Pay:	57900	Bill type:	ASO	Acquittance Group:	ASSISTANTS A
Last Change Date:	01/05/2021	Next Incr. Date:	01/05/2022		
Credit To Bank:	Y	Bank:		Account No.:	799012600282373

Additional Pay and Allowances		
Description	Amount	W.E.Date

Deductions and Recoveries			
SINo.	Deduction	Amount	Details
0	Excess Pay Drawn(000)	1117	1117
1	State Life Insurance-sub(129)	500	500
1	LIC Premium(303)	510	510
1	Income tax(311)	3500	3500
1	Group Insurance Scheme(324)	800	800
0	GPAI Scheme(375)	500	500
0	CMDRF-Flood Relief	2750	2750
1	GPF - Monthly Sub.(701)	20000	20000
1	Arrear to PF(709)	110742	110742
1	Ocki Relief Fund Contribution	500	500
0	Profession Tax(777)	1250	1250

Government of Kerala
Service and Payroll Administrative Repository for Kerala
Employee Data Sheet

PEN : 485404 **Name :** MANJUSHA A

Manjusha



Personal Memoranda

Sex :	F	Nationality :	India
Date of birth :	31/05/1983	Date of superannuation :	31/05/2039
Father's Name:	Asanarukunju	Mother's Name:	Laila beevi
Blood group :	O +	Religion :	Islam
Caste :	Muslim	Category(SC/ST/OBC/OC/GEN) :	OBC
Ex-service Men(Yes/No):	N	Physically handicapped(Yes/No) :	N
If Yes, Nature of Hanicap:			
PAN Number :	BBMPA4768D	Ration Card No:	12081072581
Voter Id Card No:	ZMB0450999	Marital Status :	M
Spouse's Name :	Jalaludheen	Is Inter Religion / Caste(Yes/No) :	N
Spouse's Religion:	Islam	Spouse's Caste :	Muslim
Is Spouse Employed(Yes/No):	Y	Spouse Employed In :	Panchayat
Identification Marks 1 :	A black mole on the lower lip		
2 :	A black mole on the right hand		
Height(cm) :	154		

Present Service Details

Department :	Legislature Secretariat	Office :	Legislature Secretariat
Section :		Seat No :	
Employment Type :	Regular	Service category :	State Subordinate
Designation :	Assistant Section Officer	SDO Code :	
P F Type :	GPFKERALA	P F Number :	MDL429064
Date of joining in Gov. Service :	16/07/2009	Date of joining in the Department :	16/07/2009

Details of parent department, if currently on deputaion

Parent Department :		Parent Office :	
Designation :		Deputaion w.e.f :	
Deputaion Year :		Deputation Months :	
Order Number :		Order Date :	

Present Address

House No and Name: Fathima Mahal
Street Name : Keralapuram
Place : Kundara
Pin : 691501
State : Kerala
District : Kollam
Taluk : Kollam
Village : Elamballur
Phone Number : 04749526480545
Home Town : Kundara
E-mail Address : manjujalal123@gmail.com

Permanent Address

House No and Name: Kunnuvila veedu
Street Name : Nedumpaikulam
Place : Kundara
Pin : 691501
State : Kerala
District : Kollam
Taluk : Kottarakkara
Village : Ezhukone
Phone Number : 04742520789
Mobile Number : 9526480545

Recruitment Details

Source:	PSC	Type:	General	Method:	Direct
Adv. memo No.:	RIA (1)8803/10/GW(3)	Adv. Memo Date:	01/02/2011	SI No. in Memo:	1
App. order No:	12163/ACA4/2011/LG(1)	App. order Date:	16/04/2011	Entry Category:	State Subordinate
Is Dist. Recruit ?	N	Selected District:			

Police Verification Details

Ref No. :		Ver Report Date:		Police Station:	
Remarks :					

Qualifications

Course Type	Course Name	Subject	University	Institution	Class Obtained	Reg No.	Year Of Pass
Post Graduation-Science	MSC Physics	Physics	Kerala University	TKMCAS Kollam	First Class	63001403/031420	2005

Details Of Dependents		
Name	Relationship	Date Of Birth

Departmental Tests Passed							
Department	Test Name	Month	Year	Reg No.	Certificate No	Certificate Date	
Legislature Secretariat	Account Test Lower	7	2012	103822	2377/13	30/01/2013	
Legislature Secretariat	Secretariat Manual	7	2012	103822	2376/13	30/01/2013	

Details of Training Programs Attended							
Course Title	Sponsored By	Conducted By	City Name	Country	Qualification	Training From	Training To

Previous Qualifying Services				
Office	Post Held	Date From	Date To	Reason For Termination
Primary Health Centre Piravanthoor	LDC	16/07/2009	03/03/2011	03/03/2011

Details of Declaration of Probation						
Department	District	Office	Designation	With Effect From	Probation Order No	Probation Order Date
Legislature Secretariat	Thiruvananthapuram	Legislature Secretariat	Assistant Grade-II	13/05/2013	12614/SA2/2013/LG	21/06/2013

Details of Regularisation						
Department	District	Office	Designation	Date of Entry	Order No	Order Date
Legislature Secretariat	Thiruvananthapuram	Legislature Secretariat	Assistant - Senior Grade	16/07/2009	22221/SA2/2012/LG(1)	10/07/2013
Legislature Secretariat	Thiruvananthapuram	Legislature Secretariat	Assistant Grade-II	04/03/2011	1252/ACA4/2012/LG	01/03/2012

Service Details							
Department	Category	Date From	Date To	Office	Designation	Basic Pay	Remarks
Health Services	State Subordinate	16/07/2009 FN	03/03/2011 AN	PHC PIRAVANTHOOR	Clerk	9940	Pay Fixation
Legislature Secretariat	State Subordinate	04/03/2011 FN	29/02/2012 AN	Legislature Secretariat	Assistant	13900	
Legislature Secretariat	State Subordinate	01/03/2012 -	24/02/2013 -	Legislature Secretariat	Assistant	14260	
Legislature Secretariat	State Subordinate	25/02/2013 FN	31/01/2014 AN	Legislature Secretariat	Assistant - Senior Grade	16180	
Legislature Secretariat	State Subordinate	01/02/2014 FN	30/06/2014 AN	Legislature Secretariat	Assistant - Senior Grade	16580	
Legislature Secretariat	State Subordinate	01/07/2014 FN	31/01/2015 AN	Legislature Secretariat	Assistant - Senior Grade	32300	Pay Fixation
Legislature Secretariat	State Subordinate	01/02/2015 FN	31/01/2016 AN	Legislature Secretariat	Assistant - Senior Grade	33100	Increment
Legislature Secretariat	State Subordinate	01/02/2016 -	31/01/2017 -	Legislature Secretariat	Assistant - Senior Grade	33900	
Legislature Secretariat	State Subordinate	01/02/2017 -	30/06/2017 -	Legislature Secretariat	Assistant - Senior Grade	34800	promotion
Legislature Secretariat	State Subordinate	01/07/2017 -	31/01/2018 -	Legislature Secretariat	Assistant Section Officer	36600	
Legislature Secretariat	State Subordinate	01/02/2018 -	31/01/2019 -	Legislature Secretariat	Assistant Section Officer	37500	
Legislature Secretariat	State Subordinate	01/02/2019 -	30/06/2019 -	Legislature Secretariat	Assistant Section Officer	38500	
Legislature Secretariat	State Subordinate	01/07/2019 -	31/01/2020 -	Legislature Secretariat	Assistant Section Officer	53900	
Legislature Secretariat	State Subordinate	01/02/2020 -	31/01/2021 -	Legislature Secretariat	Assistant Section Officer	55200	

Disciplinary Actions												
Ref No	Ref date	Nature of charge	Enquiry officer	File No	Penalty	Penalty remarks	Penalty start date	Penalty order No	Penalty order date	Penalty revoke order date	Revoke order no	Revoke order date

Details of Award Received					
Department	District	Office	Nature Of Award	Purpose	Date Of Award

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Leave On Credit		
As On Date	Leave Type	Days On Credit
06/08/2012	Earned Leave	32.00
11/07/2013	Earned Leave	46.00
26/11/2014	Earned Leave	60.00
29/12/2015	Earned Leave	66.00
02/02/2017	Earned Leave	71.00
22/03/2018	Earned Leave	0.00
23/03/2018	Earned Leave	30.00
01/04/2018	Earned Leave	90.00
01/03/2019	Earned Leave	80.00
01/03/2020	Earned Leave	83.00

Leave Availed					
Leave Type	From Date	To Date	Purpose	Sanction No	Sanction By
Leave Without Allowance without MC (Rule 88)	24/05/2012	22/07/2012			us

Encashment of Leave During Service				
As on date	No. of days	Amount	Sanction Order No	Sanction Date
07/08/2012	30	20819	1050/2012	18/08/2012
12/07/2013	30	25895	696/2013	24/07/2013
27/11/2014	30	29823	1712/2014	08/12/2014
30/12/2015	30	33792	82/2015	14/01/2016
03/02/2017	30	40368	245/2017	13/02/2017
19/03/2018	30	45150	465/2018	22/03/2018
08/03/2019	30	46675	362/2019	15/03/2019
29/02/2020	30	49800	335/2020	11/03/2020
10/02/2021	30	51000	236/2021	16/02/2021

Nominations for PF, Pensionary and other claims					
Benefit Name	Nominee name	Nominee address	Relationship	Invalid on the happening of	Amount Portion
G.P.F	Jalaludeen A	Fathima mahal, Anchumukku, Pezhumpuzha	Husband	fresh Nomination Filed	Full

Annual Performance Report submission details			
Period from	Period To	Submitted(Y/ N)	Submitted Date

Annual Property Return submission details			
Period from	Period To	Submitted(Y/ N)	Submitted date

Details of official accommodation availed (Quarters)						
Station	From date	To date	Is Eligible for HRA	Address	Sanction No	Sanction date

Details of disbursement of loans like HBA, MCA, GPF advance etc.						
Loan Item	Instalment No.	Disbursement date	Amount	Order number	Order date	

Details of current Loans/ Advance Recovery									
Loan Item	Loan Acc No	Loan Amount	Instalment Amount	No.of Instalments	Last Instalment No.	Amount already paid	Status	Freeze Recovery	Principal or Interest

Details of benefits like GPF, GI, SLI, FBS, D.C.R.G, Pension etc					
Benefit Type	Identifying No.	Sum Assured	Subscription	Risk Effect From	Maturity Date

Present Salary Details									

Basic Pay:	56500	Bill type:	ASO	Acquittance Group:	ASSISTANTS A
Last Change Date:	01/02/2021	Next Incr. Date:	01/02/2022		
Credit To Bank:	Y	Bank:		Account No.:	799012600512693

Additional Pay and Allowances		
Description	Amount	W.E.Date

Deductions and Recoveries			
SI No.	Deduction	Amount	Details
0	Excess Pay Drawn(000)	1090	1090
0	State Life Insurance-sub(129)	500	500
1	LIC Premium(303)	1490	1490
1	Income tax(311)	8000	8000
1	Group Insurance Scheme(324)	800	800
0	GPAI Scheme(375)	500	500
0	CMDRF-Flood Relief	2750	2750
1	CMDRF-Flood Relief	4553	4553
1	GPF - Monthly Sub.(701)	3500	3500
1	Arrear to PF(709)	111536	111536
1	Ocki Relief Fund Contribution	1000	1000
0	Profession Tax(777)	1250	1250

Government of Kerala
Service and Payroll Administrative Repository for Kerala
Employee Data Sheet

PEN : 490264 **Name :** Mahadevan V

Mahadevan



Personal Memoranda

Sex :	M	Nationality :	India
Date of birth :	28/05/1966	Date of superannuation :	31/05/2022
Father's Name:	BViswanathan Nair	Mother's Name:	sumathykutty amma m r
Blood group :	B+	Religion :	Hindu
Caste :	Nair	Category(SC/ST/OBC/OC/GEN) :	Gen
Ex-service Men(Yes/No):	Y	Physically handicapped(Yes/No) :	N
If Yes, Nature of Hanicap:			
PAN Number :	ADBPN5014B	Ration Card No:	1103040926
Voter Id Card No:	GPL1867621	Marital Status :	M
Spouse's Name :	Jayalekshmi v s	Is Inter Religion / Caste(Yes/No) :	N
Spouse's Religion:	Hindu	Spouse's Caste :	Nair
Is Spouse Employed(Yes/No):	N	Spouse Employed In :	NA
Identification Marks 1 :	black mole on the left side of the neck		
2 :	A black mole on the left side of the chest just below the collar bone		
Height(cm) :	174		

Present Service Details

Department :	Legislature Secretariat	Office :	Legislature Secretariat
Section :		Seat No :	
Employment Type :	Regular	Service category :	State Subordinate
Designation :	Assistant Section Officer	SDO Code :	
P F Type :	GPFKERALA	P F Number :	P&L415944
Date of joining in Gov. Service :	06/05/2010	Date of joining in the Department :	06/05/2010

Details of parent department, if currently on deputaion

Parent Department :		Parent Office :	
Designation :		Deputaion w.e.f :	
Deputaion Year :		Deputation Months :	
Order Number :		Order Date :	

Present Address

House No and Name: tc 9/289 (4)
Street Name : Mele mudavathu puthen veedu
Place : Sasthamangalam
Pin : 695010
State : Kerala
District : Thiruvananthapuram
Taluk : Thiruvananthapuram
Village : Sasthamangalam
Phone Number : 04712512421
Home Town : Trivandrum
E-mail Address : mahadevan629396@gmail.com

Permanent Address

House No and Name: 68/2613 shivam
Street Name : venkara devi temple
Place : thiruvallam
Pin : 695027
State : Kerala
District : Thiruvananthapuram
Taluk : Thiruvananthapuram
Village : Thiruvallam
Phone Number : 04712512421
Mobile Number : 9446132593

Recruitment Details

Source:	PSC	Type:	General	Method:	Direct
Adv. memo No.:	RIA (1) 8803/2010/GW	Adv. Memo Date:	08/04/2010	SI No. in Memo:	1
App. order No:	13507/AcA4/2010/Leg	App. order Date:	29/04/2010	Entry Category:	State Subordinate
Is Dist. Recruit ?	N	Selected District:			

Police Verification Details

Ref No. :	SB629/SVR/T-C	Ver Report Date:	23/06/2010	Police Station:	
Remarks :					

Qualifications

Course Type	Course Name	Subject	University	Institution	Class Obtained	Reg No.	Year Of Pass
Graduation-Arts	BA	Arts	Kerala		Passed	155924 5605	1989

Details Of Dependents			
Name		Relationship	Date Of Birth
Akshay Mahadevan		Son	
Jayalekshmi V S		Wife	
Meenakshi M J		Daughter	

Departmental Tests Passed							
Department		Test Name	Month	Year	Reg No.	Certificate No	Certificate Date
Legislature Secretariat		Account Test Lower	7	2010	10199 2291		
Legislature Secretariat		Secretariat Manual	7	2010	2291		

Details of Training Programs Attended							
Course Title	Sponsored By	Conducted By	City Name	Country	Qualification	Training From	Training To

Previous Qualifying Services					
Office	Post Held	Date From	Date To	Reason For Termination	

Details of Declaration of Probation						
Department	District	Office	Designation	With Effect From	Probation Order No	Probation Order Date
Legislature Secretariat	Thiruvananthapuram	Legislature Secretariat	Assistant	06/05/2012	14766/AcA4/2012/Leg.	01/06/2012

Details of Regularisation						
Department	District	Office	Designation	Date of Entry	Order No	Order Date
Legislature Secretariat	Thiruvananthapuram	Legislature Secretariat	Assistant	06/05/2010	13507/AcA4/2010/Leg	03/09/2010

Service Details							
Department	Category	Date From	Date To	Office	Designation	Basic Pay	Remarks
Legislature Secretariat	State Subordinate	06/05/2010 FN	30/04/2011 AN	Legislature Secretariat	Assistant	13900	Pay Fixation
Legislature Secretariat	State Subordinate	01/05/2011 FN	05/05/2012 AN	Legislature Secretariat	Assistant	14260	
Legislature Secretariat	State Subordinate	06/05/2012 -	30/04/2013 -	Legislature Secretariat	Assistant - Senior Grade	16180	
Legislature Secretariat	State Subordinate	01/05/2013 FN	30/04/2014 AN	Legislature Secretariat	Assistant	16580	
Legislature Secretariat	State Subordinate	01/05/2014 -	30/06/2014 -	Legislature Secretariat	Assistant - Senior Grade	16980	
Legislature Secretariat	State Subordinate	01/07/2014 FN	30/04/2015 AN	Legislature Secretariat	Assistant - Senior Grade	33100	Pay Fixation
Legislature Secretariat	State Subordinate	01/05/2015 FN	30/04/2016 AN	Legislature Secretariat	Assistant - Senior Grade	33900	
Legislature Secretariat	State Subordinate	01/05/2016 -	11/07/2016 -	Legislature Secretariat	Assistant - Senior Grade	34800	
Legislature Secretariat	State Subordinate	12/07/2016 -	30/04/2017 -	Legislature Secretariat	Assistant Section Officer	36600	
Legislature Secretariat	State Subordinate	01/05/2017 -	30/04/2018 -	Legislature Secretariat	Assistant Section Officer	37500	
Legislature Secretariat	State Subordinate	01/05/2018 -	30/04/2019 -	Legislature Secretariat	Assistant Section Officer	38500	
Legislature Secretariat	State Subordinate	01/05/2019 -	30/06/2019 -	Legislature Secretariat	Assistant Section Officer	39500	
Legislature Secretariat	State Subordinate	01/07/2019 -	30/04/2020 -	Legislature Secretariat	Assistant Section Officer	55200	
Legislature Secretariat	State Subordinate	01/05/2020 -	30/04/2021 -	Legislature Secretariat	Assistant Section Officer	56500	

Disciplinary Actions												
Ref No	Ref date	Nature of charge	Enquiry officer	File No	Penalty	Penalty remarks	Penalty start date	Penalty order No	Penalty order date	Penalty revoke order date	Revoke order no	Revoke order date

Details of Award Received					
Department	District	Office	Nature Of Award	Purpose	Date Of Award

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Leave On Credit		
As On Date	Leave Type	Days On Credit
05/05/2013	Half Pay Leave	60.00
18/06/2013	Earned Leave	87.00
30/04/2014	Earned Leave	102.00
31/03/2015	Earned Leave	102.00
01/03/2016	Earned Leave	30.00
27/06/2017	Earned Leave	116.00
01/11/2019	Earned Leave	193.91

Leave Availed					
Leave Type	From Date	To Date	Purpose	Sanction No	Sanction By

Encashment of Leave During Service				
As on date	No. of days	Amount	Sanction Order No	Sanction Date
19/06/2013	30	26507	831/2013	29/06/2013
01/04/2015	30	31754	454/2015	16/04/2015
01/06/2016	30	40332	961/2016	08/06/2016
20/06/2017	30	45150	1068/2017	27/06/2017
16/11/2019	30	49800	1782/2019	20/11/2019

Nominations for PF, Pensionary and other claims					
Benefit Name	Nominee name	Nominee address	Relationship	Invalid on the happening of	Amount Portion
G.P.F	Jayalekshmi V S	Shivam Venkara Thiruvallam Tvp m	Wife		75
G.P.F	Sumathykutty Amma	Shivam Venkara Thiruvallam Tvp m	Mother		25

Annual Performance Report submission details			
Period from	Period To	Submitted(Y/ N)	Submitted Date

Annual Property Return submission details			
Period from	Period To	Submitted(Y/ N)	Submitted date

Details of official accommodation availed (Quarters)						
Station	From date	To date	Is Eligible for HRA	Address	Sanction No	Sanction date

Details of disbursement of loans like HBA, MCA, GPF advance etc.						
Loan Item	Instalment No.	Disbursement date	Amount	Order number	Order date	

Details of current Loans/ Advance Recovery									
Loan Item	Loan Acc No	Loan Amount	Instalment Amount	No.of Instalments	Last Instalment No.	Amount already paid	Status	Freeze Recovery	Principal or Interest
Festival Advance(002)	FestAdv082021	15000	3000	5	4	12000		N	P

Details of benefits like GPF, GI, SLI, FBS, D.C.R.G, Pension etc						
Benefit Type	Identifying No.	Sum Assured	Subscription	Risk Effect From	Maturity Date	

Present Salary Details					
Basic Pay:	57900	Bill type:	ASO	Acquittance Group:	ASSISTANTS A
Last Change Date:	01/05/2021	Next Incr. Date:	01/05/2022		
Credit To Bank:	Y	Bank:		Account No.:	799012600291593

Additional Pay and Allowances

Description	Amount	W.E.Date

Deductions and Recoveries			
SI No.	Deduction	Amount	Details
0	State Life Insurance-sub(129)	250	250
0	LIC Premium(303)	710	710
1	Income tax(311)	7000	7000
0	GPAI Scheme(375)	500	500
0	CMDRF-Flood Relief	2750	2750
1	Arrear to PF(709)	104262	104262
1	Ocki Relief Fund Contribution	500	500
0	Profession Tax(777)	1250	1250

Government of Kerala
Service and Payroll Administrative Repository for Kerala
Employee Data Sheet

PEN : 490272 **Name :** Sreepriya S



Personal Memoranda

Sex :	F	Nationality :	India
Date of birth :	20/05/1980	Date of superannuation :	31/05/2036
Father's Name:	Balan K K	Mother's Name:	Bhargavi Amma
Blood group :	O+	Religion :	Hindu
Caste :	Ezhava	Category(SC/ST/OBC/OC/GEN) :	OBC
Ex-service Men(Yes/No):	N	Physically handicapped(Yes/No) :	N
If Yes, Nature of Hanicap:			
PAN Number :	FYMPS7923D	Ration Card No:	1207025317
Voter Id Card No:	DUK1325612	Marital Status :	M
Spouse's Name :	Arun Dev D	Is Inter Religion / Caste(Yes/No) :	N
Spouse's Religion:	Hindu	Spouse's Caste :	Ezhava
Is Spouse Employed(Yes/No):	N	Spouse Employed In :	Business
Identification Marks 1 :	A black mole on left thumb		
2 :	A black mole behind left ear		
Height(cm) :	163		

Present Service Details

Department :	Legislature Secretariat	Office :	Legislature Secretariat
Section :		Seat No :	
Employment Type :	Regular	Service category :	State Subordinate
Designation :	Assistant Section Officer	SDO Code :	
P F Type :	GPFKERALA	P F Number :	P&L415945
Date of joining in Gov. Service :	03/01/2008	Date of joining in the Department :	12/05/2010

Details of parent department, if currently on deputaion

Parent Department :		Parent Office :	
Designation :		Deputaion w.e.f :	
Deputaion Year :		Deputation Months :	
Order Number :		Order Date :	

Present Address

House No and Name: VNRA 112
Street Name : Vlivekananda nagar
Place : Edapazhanji
Pin : 691003
State : Kerala
District : Kollam
Taluk : Kollam
Village : Kalluvathukkal
Phone Number : 0474270025
Home Town : Kollam
E-mail Address : sreepriyadev@gmail.com

Permanent Address

House No and Name: Konnayil Veedu
Street Name : Maruthady
Place : Maruthady
Pin : 691003
State : Kerala
District : Kollam
Taluk : Kollam
Village : Kalluvathukkal
Phone Number : 0474270025
Mobile Number : 9995516940

Recruitment Details

Source:	PSC	Type:	General	Method:	Direct
Adv. memo No.:	RIA(1)8803/10/GW	Adv. Memo Date:	08/04/2010	SI No. in Memo:	
App. order No:	13507/AcA4/2010/leg	App. order Date:	29/04/2010	Entry Category:	State Subordinate
Is Dist. Recruit ?	N	Selected District:			

Police Verification Details

Ref No. :		Ver Report Date:		Police Station:	
Remarks :					

Qualifications

Course Type	Course Name	Subject	University	Institution	Class Obtained	Reg No.	Year Of Pass
Graduation-Science	Bsc	Physics	University of kerala	University of kerala	First Class	86341/A	2000
Post Graduation-Science	MCA	Computer	indira Gandhi national open	indira Gandhi national open University	First Class	04053414	2008

Details Of Dependents		
Name	Relationship	Date Of Birth
Adhi Dev	Son	19/06/2013
ArunDev D	Husband	
Bhargavi Amma	Mother	

Departmental Tests Passed						
Department	Test Name	Month	Year	Reg No.	Certificate No	Certificate Date
Legislature Secretariat	Account Test Lower (Paper-4)	1	2012	14440	7493/12	
Legislature Secretariat	Account Test Lower (Paper-3)	7	2008	5257	7493/12	
Legislature Secretariat	Account Test Lower (Paper-2)	1	2011	13828	7493/12	
Legislature Secretariat	Account Test Lower (Paper-1)	1	2011	13828	7493/12	
Legislature Secretariat	Secretariat Manual	1	2011	13828	6414/12	

Details of Training Programs Attended							
Course Title	Sponsored By	Conducted By	City Name	Country	Qualification	Training From	Training To

Previous Qualifying Services					
Office	Post Held	Date From	Date To	Reason For Termination	
Panchayat Department	LDC	03/01/2008	11/05/2010	11/05/2010	

Details of Declaration of Probation						
Department	District	Office	Designation	With Effect From	Probation Order No	Probation Order Date
Legislature Secretariat	Thiruvananthapuram	Legislature Secretariat	Assistant	30/05/2012	14769/AcA4/2012/Leg	18/06/2012

Details of Regularisation						
Department	District	Office	Designation	Date of Entry	Order No	Order Date
Legislature Secretariat	Thiruvananthapuram	Legislature Secretariat	Assistant Grade-II	12/05/2010	13507/ACA4/2010/LG	15/12/2010

Service Details							
Department	Category	Date From	Date To	Office	Designation	Basic Pay	Remarks
PANCHAYATS	State Subordinate	03/01/2008 FN	31/12/2008 AN	KOTTAMKARA GRAMA PANCHAYATH	Clerk	5250	
PANCHAYATS	State Subordinate	01/01/2009 FN	02/01/2010 AN	KOTTAMKARA GRAMA PANCHAYATH	Clerk	5380	
PANCHAYATS	State Subordinate	03/01/2010 FN	11/05/2010 AN	KOTTAMKARA GRAMA PANCHAYATH	Clerk	5510	
Legislature Secretariat	State Subordinate	12/05/2010 FN	30/04/2011 AN	Legislature Secretariat	Assistant	13900	Pay Fixation
Legislature Secretariat	State Subordinate	01/05/2011 FN	30/04/2012 AN	Legislature Secretariat	Assistant	14260	
Legislature Secretariat	State Subordinate	01/05/2012 FN	11/05/2012 AN	Legislature Secretariat	Assistant	14620	
Legislature Secretariat	State Subordinate	12/05/2012 -	30/04/2013 -	Legislature Secretariat	Assistant - Senior Grade	16180	
Legislature Secretariat	State Subordinate	01/05/2013 -	30/04/2014 -	Legislature Secretariat	Assistant - Senior Grade	16580	
Legislature Secretariat	State Subordinate	01/05/2014 -	30/06/2014 -	Legislature Secretariat	Assistant - Senior Grade	16980	
Legislature Secretariat	State Subordinate	01/07/2014 FN	30/04/2015 AN	Legislature Secretariat	Assistant - Senior Grade	33900	Pay Fixation
Legislature Secretariat	State Subordinate	01/05/2015 -	30/04/2016 -	Legislature Secretariat	Assistant - Senior Grade	34800	
Legislature Secretariat	State Subordinate	01/05/2016 -	20/04/2017 -	Legislature Secretariat	Assistant - Senior Grade	35700	
Legislature Secretariat	State Subordinate	21/04/2017 FN	30/04/2017 AN	Legislature Secretariat	Assistant Section Officer	37500	Promotion
Legislature Secretariat	State Subordinate	01/05/2017 -	30/04/2018 -	Legislature Secretariat	Assistant Section Officer	38500	
Legislature Secretariat	State Subordinate	01/05/2018 -	30/04/2019 -	Legislature Secretariat	Assistant Section Officer	39500	

Legislature Secretariat	State Subordinate	01/05/2019 -	30/06/2019 -	Legislature Secretariat	Assistant Section Officer	40500	
Legislature Secretariat	State Subordinate	01/07/2019 -	30/04/2020 -	Legislature Secretariat	Assistant Section Officer	56500	
Legislature Secretariat	State Subordinate	01/05/2020 -	30/04/2021 -	Legislature Secretariat	Assistant Section Officer	57900	

Disciplinary Actions												
Ref No	Ref date	Nature of charge	Enquiry officer	File No	Penalty	Penalty remarks	Penalty start date	Penalty order No	Penalty order date	Penalty revoke order date	Revoke order no	Revoke order date

Details of Award Received						
Department	District	Office	Nature Of Award	Purpose	Date Of Award	

Leave On Credit		
As On Date	Leave Type	Days On Credit
31/05/2011	Earned Leave	42.00
20/06/2012	Earned Leave	55.00
26/06/2013	Earned Leave	27.00
29/07/2014	Earned Leave	21.00
30/06/2015	Earned Leave	32.00
02/06/2016	Earned Leave	31.00
03/10/2017	Earned Leave	29.00
19/08/2018	Earned Leave	28.00
01/09/2018	Half Pay Leave	40.00
25/11/2019	Earned Leave	30.00

Leave Availed					
Leave Type	From Date	To Date	Purpose	Sanction No	Sanction By
Dies-Non	08/01/2013	13/01/2013	Dies-non		
Half Pay Leave	04/09/2018	07/09/2018	personal		

Encashment of Leave During Service				
As on date	No. of days	Amount	Sanction Order No	Sanction Date
31/05/2011	30	18822	941/2011	03/06/2011
26/06/2012	30	21316	807/2012/leg	26/06/2012
27/06/2013	27	23856	831/2013	29/06/2013
30/07/2014	20	20376	1184/2014	05/08/2014
01/07/2015	30	32546	911/2015	07/07/2015
02/06/2016	30	41313	961/2016	08/06/2016
04/10/2017	25	38575	1567/2017	09/10/2017
20/08/2018	28	44637	1375/2018	23/08/2018
25/11/2019	30	51000	1821/2019	27/11/2019

Nominations for PF, Pensionary and other claims					
Benefit Name	Nominee name	Nominee address	Relationship	Invalid on the happening of	Amount Portion

Annual Performance Report submission details			
Period from	Period To	Submitted(Y/ N)	Submitted Date

Annual Property Return submission details			
Period from	Period To	Submitted(Y/ N)	Submitted date

Details of official accommodation availed (Quarters)						
Station	From date	To date	Is Eligible for HRA	Address	Sanction No	Sanction date

Details of disbursement of loans like HBA, MCA, GPF advance etc.
--

Loan Item	Instalment No.	Disbursement date	Amount	Order number	Order date

Details of current Loans/ Advance Recovery									
Loan Item	Loan Acc No	Loan Amount	Instalment Amount	No.of Instalments	Last Instalment No.	Amount already paid	Status	Freeze Recovery	Principal or Interest
GPF Loan Repayment(801)	P&L415945	133560	3710	36	3	11130		N	P

Details of benefits like GPF, GI, SLI, FBS, D.C.R.G, Pension etc					
Benefit Type	Identifying No.	Sum Assured	Subscription	Risk Effect From	Maturity Date

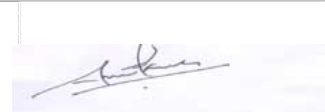
Present Salary Details					
Basic Pay:	59300	Bill type:	ASO	Acquittance Group:	ASSISTANTS A
Last Change Date:	01/05/2021	Next Incr. Date:	01/05/2022		
Credit To Bank:	Y	Bank:		Account No.:	799012600512802

Additional Pay and Allowances		
Description	Amount	W.E.Date

Deductions and Recoveries			
SIno.	Deduction	Amount	Details
0	Excess Pay Drawn(000)	1117	1117
1	Excess Pay Drawn(000)	25582	25582
0	State Life Insurance-sub(129)	300	300
1	State Life Insurance-sub(129)	1000	1000
0	LIC Premium(303)	981	981
1	Income tax(311)	5000	5000
1	Group Insurance Scheme(324)	800	800
0	GPAI Scheme(375)	500	500
0	CMDRF-Flood Relief	2750	2750
1	CMDRF-Flood Relief	4783	4783
1	GPF - Monthly Sub.(701)	5000	5000
1	Arrear to PF(709)	106866	106866
1	Ocki Relief Fund Contribution	100	100
0	Profession Tax(777)	1250	1250

Government of Kerala
Service and Payroll Administrative Repository for Kerala
Employee Data Sheet

PEN : 490406 **Name :** Anukumar S R



Personal Memoranda

Sex :	M	Nationality :	India
Date of birth :	25/04/1973	Date of superannuation :	30/04/2029
Father's Name:	Sethukumaran nair G	Mother's Name:	Radhamma
Blood group :	B+	Religion :	Hindu
Caste :	Nair	Category(SC/ST/OBC/OC/GEN) :	Gen
Ex-service Men(Yes/No):	N	Physically handicapped(Yes/No) :	N
If Yes, Nature of Hanicap:			
PAN Number :	DXUPS9782R	Ration Card No:	1106171750
Voter Id Card No:		Marital Status :	M
Spouse's Name :	Deepanjaly K R	Is Inter Religion / Caste(Yes/No) :	N
Spouse's Religion:	Hindu	Spouse's Caste :	Nair
Is Spouse Employed(Yes/No):	N	Spouse Employed In :	
Identification Marks 1 :	A mole on the right lower arm		
2 :	A mole just above the right knee		
Height(cm) :	170		

Present Service Details

Department :	Legislature Secretariat	Office :	Legislature Secretariat
Section :		Seat No :	
Employment Type :	Regular	Service category :	State Subordinate
Designation :	Assistant Section Officer	SDO Code :	
P F Type :	GPFKERALA	P F Number :	LR354070
Date of joining in Gov. Service :	04/10/2006	Date of joining in the Department :	11/05/2010

Details of parent department, if currently on deputaion

Parent Department :		Parent Office :	
Designation :		Deputaion w.e.f :	
Deputaion Year :		Deputation Months :	
Order Number :		Order Date :	

Present Address

House No and Name: Radha nivas
Street Name : pongumood
Place : koovalassery P O
Pin : 695512
State : Kerala
District : Thiruvananthapuram
Taluk : Neyyatinkara
Village : Maranallur
Phone Number : 04712298153
Home Town : pongumood
E-mail Address : sranu1973@gmail.com

Permanent Address

House No and Name: Radha Nivas
Street Name : Koovalassery
Place : Pongumoodu
Pin : 695512
State : Kerala
District : Thiruvananthapuram
Taluk : Neyyatinkara
Village : Maranallur
Phone Number : 04712298153
Mobile Number : 9400498153

Recruitment Details

Source:	PSC	Type:	General	Method:	Direct
Adv. memo No.:	RIA(1)8803/10/GW	Adv. Memo Date:	08/04/2010	SI No. in Memo:	2
App. order No:	13507/ACA4/10/leg	App. order Date:	29/04/2010	Entry Category:	State Subordinate
Is Dist. Recruit ?	N	Selected District:			

Police Verification Details

Ref No. :		Ver Report Date:		Police Station:	
Remarks :					

Qualifications							
Course Type	Course Name	Subject	University	Institution	Class Obtained	Reg No.	Year Of Pass
Graduation-Arts	BA	0	Kerala University	University of kerala		201121	2000

Details Of Dependents			
Name		Relationship	Date Of Birth
Deepanjali K R		Wife	20/05/1981

Departmental Tests Passed						
Department	Test Name	Month	Year	Reg No.	Certificate No	Certificate Date
Legislature Secretariat	Account Test Higher	1	2010	2859	15184/10	
Legislature Secretariat	Account Test Lower	7	2009	2847	53776	12/04/2010
Legislature Secretariat	Secretariat Manual	1	2011	11819		

Details of Training Programs Attended							
Course Title	Sponsored By	Conducted By	City Name	Country	Qualification	Training From	Training To

Previous Qualifying Services					
Office	Post Held	Date From	Date To	Reason For Termination	
Taluk office Neyyantinkara	LD Clerk	04/10/2006	10/05/2010	10/05/2010	

Details of Declaration of Probation						
Department	District	Office	Designation	With Effect From	Probation Order No	Probation Order Date
Legislature Secretariat	Thiruvananthapuram	Legislature Secretariat	Assistant	11/05/2010	13507/ACA4/2010/leg	29/07/2010

Details of Regularisation						
Department	District	Office	Designation	Date of Entry	Order No	Order Date

Service Details							
Department	Category	Date From	Date To	Office	Designation	Basic Pay	Remarks
Legislature Secretariat	State Subordinate	11/05/2010 FN	30/04/2011 AN	Legislature Secretariat	Assistant	13900	
Legislature Secretariat	State Subordinate	01/05/2011 FN	30/04/2012 AN	Legislature Secretariat	Assistant	14260	
Legislature Secretariat	State Subordinate	01/05/2012 FN	11/05/2012 AN	Legislature Secretariat	Assistant	14620	
Legislature Secretariat	State Subordinate	12/05/2012 FN	30/04/2013 AN	Legislature Secretariat	Assistant - Senior Grade	16180	
Legislature Secretariat	State Subordinate	01/05/2013 -	30/04/2014 -	Legislature Secretariat	Assistant - Senior Grade	16580	
Legislature Secretariat	State Subordinate	01/05/2014 -	30/06/2014 -	Legislature Secretariat	Assistant - Senior Grade	16980	
Legislature Secretariat	State Subordinate	01/07/2014 FN	30/04/2015 AN	Legislature Secretariat	Assistant - Senior Grade	33900	Pay Fixation
Legislature Secretariat	State Subordinate	01/05/2015 -	30/04/2016 -	Legislature Secretariat	Assistant - Senior Grade	34800	
Legislature Secretariat	State Subordinate	01/05/2016 -	30/04/2017 -	Legislature Secretariat	Assistant - Senior Grade	35700	
Legislature Secretariat	State Subordinate	01/05/2017 -	31/05/2017 -	Legislature Secretariat	Assistant - Senior Grade	36600	
Legislature Secretariat	State Subordinate	01/06/2017 -	30/04/2018 -	Legislature Secretariat	Assistant Section Officer	38500	
Legislature Secretariat	State Subordinate	01/05/2018 -	30/04/2019 -	Legislature Secretariat	Assistant Section Officer	39500	
Legislature Secretariat	State Subordinate	01/05/2019 -	30/06/2019 -	Legislature Secretariat	Assistant Section Officer	40500	
Legislature Secretariat	State Subordinate	01/07/2019 -	30/04/2020 -	Legislature Secretariat	Assistant Section Officer	56500	
Legislature Secretariat	State Subordinate	01/05/2020 -	30/04/2021 -	Legislature Secretariat	Assistant Section Officer	57900	

Disciplinary Actions												
Ref No	Ref date	Nature of charge	Enquiry officer	File No	Penalty	Penalty remarks	Penalty start date	Penalty order No	Penalty order date	Penalty revoke order date	Revoke order no	Revoke order date

Details of Award Received					
Department	District	Office	Nature Of Award	Purpose	Date Of Award

Leave On Credit		
As On Date	Leave Type	Days On Credit
09/08/2010	Earned Leave	49.00
28/06/2011	Earned Leave	48.00
02/06/2013	Earned Leave	50.00
31/03/2014	Earned Leave	47.00
04/05/2015	Earned Leave	52.00
31/03/2016	Earned Leave	47.00
04/06/2017	Earned Leave	55.00
01/04/2018	Earned Leave	53.00
01/05/2019	Earned Leave	57.00

Leave Availed					
Leave Type	From Date	To Date	Purpose	Sanction No	Sanction By
Dies-Non	08/01/2013	13/01/2013	Dies-non		

Encashment of Leave During Service				
As on date	No. of days	Amount	Sanction Order No	Sanction Date
29/06/2011	30	18822	899/2011	01/08/2011
14/08/2012	30	21316	1050/2012	18/08/2012
03/06/2013	30	26507	774/2013	18/06/2013
01/04/2014	30	28165	570/2014	09/04/2014
05/05/2015	30	32546	593/2015	11/05/2015
01/04/2016	30	39288	558/2016	18/04/2016
05/06/2017	30	44124	951/2017	05/06/2017
01/04/2018	30	46290	543/2018	09/04/2018
02/05/2019	30	51000	645/2019	07/05/2019
10/01/2021	30	52200	53/2021	12/01/2021

Nominations for PF, Pensionary and other claims					
Benefit Name	Nominee name	Nominee address	Relationship	Invalid on the happening of	Amount Portion
G.P.F	Deepanjali K R	Radha Nivas Pongummoodu	Wife		FULL

Annual Performance Report submission details			
Period from	Period To	Submitted(Y/ N)	Submitted Date

Annual Property Return submission details			
Period from	Period To	Submitted(Y/ N)	Submitted date

Details of official accommodation availed (Quarters)						
Station	From date	To date	Is Eligible for HRA	Address	Sanction No	Sanction date

Details of disbursement of loans like HBA, MCA, GPF advance etc.					
Loan Item	Instalment No.	Disbursement date	Amount	Order number	Order date

Details of current Loans/ Advance Recovery									
Loan Item	Loan Acc No	Loan Amount	Instalment Amount	No.of Instalments	Last Instalment No.	Amount already paid	Status	Freeze Recovery	Principal or Interest
Festival Advance(002)	FestAdv082021	15000	3000	5	4	12000		N	P

Details of benefits like GPF, GI, SLI, FBS, D.C.R.G, Pension etc					
Benefit Type	Identifying No.	Sum Assured	Subscription	Risk Effect From	Maturity Date

Present Salary Details					
Basic Pay:	59300	Bill type:	ASO	Acquittance Group:	ASSISTANTS A
Last Change Date:	01/05/2021	Next Incr. Date:	01/05/2022		
Credit To Bank:	Y	Bank:		Account No.:	799012600512806

Additional Pay and Allowances		
Description	Amount	W.E.Date

Deductions and Recoveries			
SINo.	Deduction	Amount	Details
0	Excess Pay Drawn(000)	1117	1117
0	State Life Insurance-sub(129)	200	200
1	State Life Insurance-sub(129)	300	300
2	State Life Insurance-sub(129)	500	500
0	LIC Premium(303)	1327	1327
1	LIC Premium(303)	7537	7537
1	Income tax(311)	6000	6000
1	Group Insurance Scheme(324)	800	800
0	GPAI Scheme(375)	500	500
0	CMDRF-Flood Relief	2750	2750
1	CMDRF-Flood Relief	4783	4783
0	GPF - Monthly Sub.(701)	15000	15000
1	Arrear to PF(709)	111481	111481
1	Ocki Relief Fund Contribution	500	500
0	Profession Tax(777)	1250	1250

Government of Kerala
Service and Payroll Administrative Repository for Kerala
Employee Data Sheet

PEN : 490471 **Name :** Sathikumar S

Sathik



Personal Memoranda

Sex :	M	Nationality :	India
Date of birth :	20/05/1977	Date of superannuation :	31/05/2033
Father's Name:	Sadanandan T	Mother's Name:	Sarada T
Blood group :	O+	Religion :	Hindu
Caste :	Viswakarma	Category(SC/ST/OBC/OC/GEN) :	OBC
Ex-service Men(Yes/No):	N	Physically handicapped(Yes/No) :	N
If Yes, Nature of Hanicap:			
PAN Number :	EBAPS0558E	Ration Card No:	1106060381
Voter Id Card No:	FDQ0983726	Marital Status :	M
Spouse's Name :	Indu Sasidharan	Is Inter Religion / Caste(Yes/No) :	N
Spouse's Religion:	Hindu	Spouse's Caste :	Viswakarma
Is Spouse Employed(Yes/No):	Y	Spouse Employed In :	Medical Education
Identification Marks 1 :	A black mole on the left collar bone		
2 :	A black mole on the right paw		
Height(cm) :	164		

Present Service Details

Department :	Legislature Secretariat	Office :	Legislature Secretariat
Section :		Seat No :	
Employment Type :	Regular	Service category :	State Subordinate
Designation :	Assistant Section Officer	SDO Code :	
P F Type :	GPFKERALA	P F Number :	EDN404643
Date of joining in Gov. Service :	10/11/2008	Date of joining in the Department :	13/05/2010

Details of parent department, if currently on deputaion

Parent Department :		Parent Office :	
Designation :		Deputaion w.e.f :	
Deputaion Year :		Deputation Months :	
Order Number :		Order Date :	

Present Address

House No and Name: 397
Street Name : Plavila Puthen Veedu
Place : Chempancode
Pin : 695572
State : Kerala
District : Thiruvananthapuram
Taluk : Neyyatinkara
Village : Kulathummal
Phone Number : 04712512416
Home Town : Kattakkada
E-mail Address : sathiinbha@gmail.com

Permanent Address

House No and Name: 397
Street Name : Plavila Puthen Veedu
Place : Chempancode
Pin : 695572
State : Kerala
District : Thiruvananthapuram
Taluk : Neyyatinkara
Village : Kulathummal
Phone Number : 04712512416
Mobile Number : 8086813822

Recruitment Details

Source:	PSC	Type:	General	Method:	Direct
Adv. memo No.:	RIA(1)8803/10/GW	Adv. Memo Date:	08/04/2010	SI No. in Memo:	1
App. order No:	13507/AcA4/2010/leg	App. order Date:	29/04/2010	Entry Category:	State Subordinate
Is Dist. Recruit ?	N	Selected District:			

Police Verification Details

Ref No. :		Ver Report Date:		Police Station:	
Remarks :					

Qualifications

Course Type	Course Name	Subject	University	Institution	Class Obtained	Reg No.	Year Of Pass
Graduation-Arts	B A	economics	University of Kerala				1997

Details Of Dependents		
Name	Relationship	Date Of Birth

Departmental Tests Passed							
Department	Test Name	Month	Year	Reg No.	Certificate No	Certificate Date	
Legislature Secretariat	Account Test Lower	7	2011	10451	3721/12		
Legislature Secretariat	Secretariat Manual	7	2011	10451	3722/12		

Details of Training Programs Attended							
Course Title	Sponsored By	Conducted By	City Name	Country	Qualification	Training From	Training To

Previous Qualifying Services				
Office	Post Held	Date From	Date To	Reason For Termination

Details of Declaration of Probation						
Department	District	Office	Designation	With Effect From	Probation Order No	Probation Order Date
Legislature Secretariat	Thiruvananthapuram	Legislature Secretariat	Assistant	14/05/2012	14771/AcA4/2012/leg	02/06/2012

Details of Regularisation						
Department	District	Office	Designation	Date of Entry	Order No	Order Date
Legislature Secretariat	Thiruvananthapuram	Legislature Secretariat	Assistant	13/05/2010	13507/AcA4/2010/leg	29/07/2010

Service Details							
Department	Category	Date From	Date To	Office	Designation	Basic Pay	Remarks
Legislature Secretariat	State Subordinate	13/05/2010 FN	13/05/2012 AN	Legislature Secretariat	Assistant	14260	Pay Fixation
Legislature Secretariat	State Subordinate	14/05/2012 FN	30/04/2013 AN	Legislature Secretariat	Assistant	16180	
Legislature Secretariat	State Subordinate	01/05/2013 -	30/04/2014 -	Legislature Secretariat	Assistant - Senior Grade	16580	
Legislature Secretariat	State Subordinate	01/05/2014 -	30/06/2014 -	Legislature Secretariat	Assistant - Senior Grade	16980	
Legislature Secretariat	State Subordinate	01/07/2014 FN	30/04/2015 AN	Legislature Secretariat	Assistant - Senior Grade	33100	Pay Fixation
Legislature Secretariat	State Subordinate	01/05/2015 -	30/04/2016 -	Legislature Secretariat	Assistant - Senior Grade	33900	
Legislature Secretariat	State Subordinate	01/05/2016 -	30/04/2017 -	Legislature Secretariat	Assistant - Senior Grade	34800	
Legislature Secretariat	State Subordinate	01/05/2017 -	07/06/2017 -	Legislature Secretariat	Assistant - Senior Grade	35700	promotion
Legislature Secretariat	State Subordinate	08/06/2017 -	30/04/2018 -	Legislature Secretariat	Assistant Section Officer	37500	
Legislature Secretariat	State Subordinate	01/05/2018 -	30/04/2019 -	Legislature Secretariat	Assistant Section Officer	38500	
Legislature Secretariat	State Subordinate	01/05/2019 -	30/06/2019 -	Legislature Secretariat	Assistant Section Officer	39500	
Legislature Secretariat	State Subordinate	01/07/2019 -	30/04/2020 -	Legislature Secretariat	Assistant Section Officer	55200	
Legislature Secretariat	State Subordinate	01/05/2020 -	30/04/2021 -	Legislature Secretariat	Assistant Section Officer	56500	

Disciplinary Actions												
Ref No	Ref date	Nature of charge	Enquiry officer	File No	Penalty	Penalty remarks	Penalty start date	Penalty order No	Penalty order date	Penalty revoke order date	Revoke order no	Revoke order date

Details of Award Received					
Department	District	Office	Nature Of Award	Purpose	Date Of Award

Leave On Credit

As On Date	Leave Type	Days On Credit
11/07/2011	Earned Leave	71.00
31/05/2013	Earned Leave	73.00
31/03/2015	Earned Leave	60.00
31/03/2016	Earned Leave	69.00
31/03/2017	Earned Leave	32.00
01/04/2018	Earned Leave	75.00
25/09/2018	Earned Leave	60.00
01/04/2019	Earned Leave	47.00

Leave Availed					
Leave Type	From Date	To Date	Purpose	Sanction No	Sanction By

Encashment of Leave During Service				
As on date	No. of days	Amount	Sanction Order No	Sanction Date
11/07/2011	30	18822	1246/2011	09/11/2011
14/08/2012	30	21316	1050/2012	18/08/2012
01/06/2013	30	26507	774/2013	18/06/2013
07/04/2014	30	28165	650/2014	25/04/2014
01/04/2015	30	31754	446/2015	10/04/2015
01/04/2016	30	38334	558/2016	18/04/2016
01/04/2017	30	41376	579/2017/Nise	07/04/2017
01/04/2018	30	45150	543/2018	09/04/2018
26/09/2018	30	46675	1553/2018	27/09/2018
01/04/2019	30	46675	499/2019	06/04/2019
10/12/2020	30	51000	1202/2020/leg	17/12/2020

Nominations for PF, Pensionary and other claims					
Benefit Name	Nominee name	Nominee address	Relationship	Invalid on the happening of	Amount Portion
G.P.F	Indu Sadasivan	Plavila Puthen Veedu Chempanacodu Kuruthamcodu p o Kattakkada	Wife		full

Annual Performance Report submission details			
Period from	Period To	Submitted(Y/ N)	Submitted Date

Annual Property Return submission details			
Period from	Period To	Submitted(Y/ N)	Submitted date

Details of official accommodation availed (Quarters)						
Station	From date	To date	Is Eligible for HRA	Address	Sanction No	Sanction date

Details of disbursement of loans like HBA, MCA, GPF advance etc.						
Loan Item	Instalment No.	Disbursement date	Amount	Order number	Order date	

Details of current Loans/ Advance Recovery									
Loan Item	Loan Acc No	Loan Amount	Instalment Amount	No.of Instalments	Last Instalment No.	Amount already paid	Status	Freeze Recovery	Principal or Interest
GPF Loan Repayment(8 01)	EDN404643	72000	2000	36	12	24000		N	P

Details of benefits like GPF, GI, SLI, FBS, D.C.R.G, Pension etc						
Benefit Type	Identifying No.	Sum Assured	Subscription	Risk Effect From	Maturity Date	

Present Salary Details					
Basic Pay:	57900	Bill type:	ASO	Acquittance Group:	ASSISTANTS A
Last Change Date:	01/05/2021	Next Incr. Date:	01/05/2022		

Credit To Bank:	Y	Bank:		Account No.:	799012600291709
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Additional Pay and Allowances		
Description	Amount	W.E.Date

Deductions and Recoveries			
SI No.	Deduction	Amount	Details
0	Excess Pay Drawn(000)	1117	1117
0	State Life Insurance-sub(129)	250	250
1	State Life Insurance-sub(129)	500	500
0	LIC Premium(303)	379	379
1	Income tax(311)	4500	4500
1	Group Insurance Scheme(324)	800	800
0	GPAI Scheme(375)	500	500
0	CMDRF-Flood Relief	2750	2750
2	GPF - Monthly Sub.(701)	5000	5000
1	Arrear to PF(709)	108737	108737
1	Ocki Relief Fund Contribution	1000	1000
0	Profession Tax(777)	1250	1250

Government of Kerala
Service and Payroll Administrative Repository for Kerala
Employee Data Sheet

PEN : 492396 **Name :** Mary Idamma A A

Mary Idamma



Personal Memoranda

Sex :	F	Nationality :	India
Date of birth :	03/05/1977	Date of superannuation :	31/05/2033
Father's Name:	A P Antony	Mother's Name:	Lilly
Blood group :	AB+	Religion :	Christian
Caste :	LC	Category(SC/ST/OBC/OC/GEN) :	OBC
Ex-service Men(Yes/No):	N	Physically handicapped(Yes/No) :	N
If Yes, Nature of Hanicap:			
PAN Number :	BHDPA1926J	Ration Card No:	1417125786
Voter Id Card No:	JGQ1738483	Marital Status :	M
Spouse's Name :	Boswin P J	Is Inter Religion / Caste(Yes/No) :	N
Spouse's Religion:	Christian	Spouse's Caste :	LC
Is Spouse Employed(Yes/No):	N	Spouse Employed In :	private
Identification Marks 1 :	A Black Mole on the left Palm		
2 :	A Black Mole on the throat		
Height(cm) :	155		

Present Service Details

Department :	Legislature Secretariat	Office :	Legislature Secretariat
Section :		Seat No :	
Employment Type :	Regular	Service category :	State Subordinate
Designation :	Assistant Section Officer	SDO Code :	
P F Type :	GPFKERALA	P F Number :	CP423106
Date of joining in Gov. Service :	03/12/2009	Date of joining in the Department :	15/11/2012

Details of parent department, if currently on deputaion

Parent Department :		Parent Office :	
Designation :		Deputaion w.e.f :	
Deputaion Year :		Deputation Months :	
Order Number :		Order Date :	

Present Address

House No and Name: TC 68
Street Name : M P Appan road
Place : Vazhuthakkadu
Pin : 688530
State : Kerala
District : Thiruvananthapuram
Taluk : Thiruvananthapuram
Village : Thycaud
Phone Number : 04712512416
Home Town : Alappuzha
E-mail Address : MaryIdamma123@gmail.com

Permanent Address

House No and Name: Purackal House
Street Name : Chethy
Place : Alappuzha
Pin : 688530
State : Kerala
District : Alappuzha
Taluk : Cherthala
Village : Mararikkulam Vadakku
Phone Number : 04712512416
Mobile Number : 9526482451

Recruitment Details

Source:	PSC	Type:	General	Method:	Direct
Adv. memo No.:	RIA(1)8803/10/GW	Adv. Memo Date:	16/10/2012	SI No. in Memo:	1
App. order No:	16544/ServicesA2(ACA4)/2011/LEG	App. order Date:	27/10/2012	Entry Category:	State Subordinate
Is Dist. Recruit ?	N	Selected District:			

Police Verification Details

Ref No. :		Ver Report Date:		Police Station:	
Remarks :					

Qualifications							
Course Type	Course Name	Subject	University	Institution	Class Obtained	Reg No.	Year Of Pass
Graduation-Science	B Sc	science	Mahatma Gandhi University				1997

Details Of Dependents		
Name	Relationship	Date Of Birth
Bisilda	Daughter	09/04/2005
Biwel	Son	30/08/2010
Boswin	Husband	11/03/1975

Departmental Tests Passed							
Department	Test Name	Month	Year	Reg No.	Certificate No	Certificate Date	
Legislature Secretariat	Secretariat Manual	7	2014	101047	27072#1#1		

Details of Training Programs Attended							
Course Title	Sponsored By	Conducted By	City Name	Country	Qualification	Training From	Training To

Previous Qualifying Services				
Office	Post Held	Date From	Date To	Reason For Termination

Details of Declaration of Probation						
Department	District	Office	Designation	With Effect From	Probation Order No	Probation Order Date
Legislature Secretariat	Thiruvananthapuram	Legislature Secretariat	Assistant	09/12/2014	331/2014	29/12/2014

Details of Regularisation						
Department	District	Office	Designation	Date of Entry	Order No	Order Date
Legislature Secretariat	Thiruvananthapuram	Legislature Secretariat	Assistant	15/11/2012	12003/SA2/14/LEG	30/01/2014

Service Details							
Department	Category	Date From	Date To	Office	Designation	Basic Pay	Remarks
Rural Development	State Subordinate	03/12/2009 FN	30/11/2010 AN	BLOCK DEVELOPMENT OFFICE, PATTANAKKAD	Village Extension Officer Gr. II	9940	Pay Fixation
Rural Development	State Subordinate	01/12/2010 FN	14/11/2012 AN	BLOCK DEVELOPMENT OFFICE, PATTANAKKAD	Village Extension Officer Gr. II	10210	
Legislature Secretariat	State Subordinate	15/11/2012 FN	14/12/2012 AN	Legislature Secretariat	Assistant	13900	
Legislature Secretariat	State Subordinate	15/12/2012 FN	31/10/2013 AN	Legislature Secretariat	Assistant	13900	
Legislature Secretariat	State Subordinate	01/11/2013 FN	30/06/2014 AN	Legislature Secretariat	Assistant	14260	
Legislature Secretariat	State Subordinate	01/07/2014 FN	31/10/2014 AN	Legislature Secretariat	Assistant	28500	Pay Fixation
Legislature Secretariat	State Subordinate	01/11/2014 FN	31/10/2015 AN	Legislature Secretariat	Assistant	29200	Increment
Legislature Secretariat	State Subordinate	01/11/2015 FN	17/05/2016 AN	Legislature Secretariat	Assistant	29900	
Legislature Secretariat	State Subordinate	18/05/2016 FN	20/05/2016 AN	Legislature Secretariat	Assistant - Senior Grade	31500	
Legislature Secretariat	State Subordinate	21/05/2016 FN	17/06/2016 AN	Legislature Secretariat	Assistant	29900	
Legislature Secretariat	State Subordinate	18/06/2016 FN	31/10/2016 AN	Legislature Secretariat	Assistant - Senior Grade	31500	
Legislature Secretariat	State Subordinate	01/11/2016 -	31/10/2017 -	Legislature Secretariat	Assistant - Senior Grade	32300	
Legislature Secretariat	State Subordinate	01/11/2017 -	31/10/2018 -	Legislature Secretariat	Assistant - Senior Grade	33100	
Legislature Secretariat	State Subordinate	01/11/2018 -	30/06/2019 -	Legislature Secretariat	Assistant - Senior Grade	33900	promotion
Legislature Secretariat	State Subordinate	01/07/2019 -	24/02/2021 -	Legislature Secretariat	Assistant - Senior Grade	47800	promotion
Legislature Secretariat	State Subordinate	25/02/2021 -	28/02/2021 -	Legislature Secretariat	Assistant Section Officer	50200	

Disciplinary Actions

Ref No	Ref date	Nature of charge	Enquiry officer	File No	Penalty	Penalty remarks	Penalty start date	Penalty order No	Penalty order date	Penalty revoke order date	Revoke order no	Revoke order date
GO(Ms)No 1120/2019 /Leg	02/08/2019	Disciplinary Action			Suspension	SUSPENSION REGULATED	02/08/2019	1120/2019 /Leg	02/08/2019	06/02/2020	GO(Ms) No.157/2020/Leg,	04/02/2020

Details of Award Received

Department	District	Office	Nature Of Award	Purpose	Date Of Award

Leave On Credit		
As On Date	Leave Type	Days On Credit
04/06/2011	Earned Leave	16.00
31/01/2012	Earned Leave	37.91
12/03/2013	Earned Leave	45.00
31/03/2014	Earned Leave	46.00
05/04/2015	Earned Leave	50.00
31/03/2016	Earned Leave	52.00
17/08/2017	Earned Leave	101.00
31/03/2018	Earned Leave	60.00
31/03/2019	Earned Leave	45.00
04/06/2019	Half Pay Leave	26.00

Leave Availed					
Leave Type	From Date	To Date	Purpose	Sanction No	Sanction By
Earned Leave	02/08/2019	18/08/2019		678/2020/Leg	US/Services
Half Pay Leave	19/08/2019	13/09/2019		678/2020/Leg	US/services
Leave Without Allowance without MC (Rule 88)	14/09/2019	05/02/2020		678/2020/Leg	US/Services
Leave Without Allowance without MC (Rule 88)	10/06/2020	30/06/2020			US/Services
Half Pay Leave	19/01/2021	07/02/2021		678/2020/Leg	US/Services

Encashment of Leave During Service				
As on date	No. of days	Amount	Sanction Order No	Sanction Date
01/03/2012	30	13625	B/270/2012	18/02/2012
13/03/2013	30	21295	343/2013/leg	21/03/2013
01/04/2014	30	24384	570/2014	09/04/2014
06/04/2015	30	27456	446/2015	10/04/2015
01/04/2016	25	28412	558/2016	18/04/2016
18/08/2017	30	39222	1370/2017	21/08/2017
01/04/2018	30	40134	543/2018	09/04/2018
01/04/2019	30	41385	499/2019	06/04/2019

Nominations for PF, Pensionary and other claims					
Benefit Name	Nominee name	Nominee address	Relationship	Invalid on the happening of	Amount Portion

Annual Performance Report submission details			
Period from	Period To	Submitted(Y/ N)	Submitted Date

Annual Property Return submission details			
Period from	Period To	Submitted(Y/ N)	Submitted date

Details of official accommodation availed (Quarters)						
Station	From date	To date	Is Eligible for HRA	Address	Sanction No	Sanction date

Details of disbursement of loans like HBA, MCA, GPF advance etc.					
Loan Item	Instalment No.	Disbursement date	Amount	Order number	Order date

Details of current Loans/ Advance Recovery									
Loan Item	Loan Acc No	Loan Amount	Instalment Amount	No.of Instalments	Last Instalment No.	Amount already paid	Status	Freeze Recovery	Principal or Interest
Festival Advance(002)	FestAdv082021	15000	3000	5	4	12000		N	P
GPF Loan Repayment(801)	CP423106	161280	4480	36	5	22400		N	P
HBA State Srvc Officers(102)	GAD 117194	1495000	12700	118	52	660400		N	P

Details of benefits like GPF, GI, SLI, FBS, D.C.R.G, Pension etc					
Benefit Type	Identifying No.	Sum Assured	Subscription	Risk Effect From	Maturity Date

Present Salary Details					
Basic Pay:	52600	Bill type:	ASO	Acquittance Group:	ASSISTANTS A
Last Change Date:	01/03/2021	Next Incr. Date:	01/03/2022		
Credit To Bank:	Y	Bank:		Account No.:	799012600292658

Additional Pay and Allowances		
Description	Amount	W.E.Date

Deductions and Recoveries			
SIno.	Deduction	Amount	Details
0	Excess Pay Drawn(000)	761	761
1	Excess Pay Drawn(000)	9221	9221
1	State Life Insurance-sub(129)	500	500
1	LIC Premium(303)	1108	1108
6	LIC Premium(303)	510	510
1	Income tax(311)	2500	2500
1	Group Insurance Scheme(324)	800	800
0	GPAI Scheme(375)	500	500
1	CMDRF-Flood Relief	4047	4047
1	GPF - Monthly Sub.(701)	3500	3500
1	Arrear to PF(709)	79616	79616
1	Ocki Relief Fund Contribution	1000	1000
0	Profession Tax(777)	1250	1250

Government of Kerala
Service and Payroll Administrative Repository for Kerala
Employee Data Sheet

PEN : 494378 **Name :** Suriya S R



Personal Memoranda

Sex :	F	Nationality :	India
Date of birth :	24/01/1977	Date of superannuation :	31/01/2033
Father's Name:	K V Surendran	Mother's Name:	V Rajeswary
Blood group :	B+	Religion :	Hindu
Caste :	Ezhava	Category(SC/ST/OBC/OC/GEN) :	OBC
Ex-service Men(Yes/No):	N	Physically handicapped(Yes/No) :	N
If Yes, Nature of Hanicap:			
PAN Number :	DHPPS2488D	Ration Card No:	1102089093
Voter Id Card No:	KCW3730652	Marital Status :	M
Spouse's Name :	Harikumar j	Is Inter Religion / Caste(Yes/No) :	N
Spouse's Religion:	Hindu	Spouse's Caste :	Ezhava
Is Spouse Employed(Yes/No):	Y	Spouse Employed In :	KSEB
Identification Marks 1 :	A black mole on the right elbow		
2 :	A black mole on the left elbow		
Height(cm) :	151		

Present Service Details

Department :	Legislature Secretariat	Office :	Legislature Secretariat
Section :		Seat No :	
Employment Type :	Regular	Service category :	State Subordinate
Designation :	Assistant Section Officer	SDO Code :	
P F Type :	GPFKERALA	P F Number :	P&L419776
Date of joining in Gov. Service :	24/06/2010	Date of joining in the Department :	24/06/2010

Details of parent department, if currently on deputaion

Parent Department :		Parent Office :	
Designation :		Deputaion w.e.f :	
Deputaion Year :		Deputation Months :	
Order Number :		Order Date :	

Present Address

House No and Name: Gokulam
Street Name : TERA 4
Place : Thozhuvancode
Pin : 695013
State : Kerala
District : Thiruvananthapuram
Taluk : Thiruvananthapuram
Village : Perurkada
Phone Number : 04712512416
Home Town : peroorkada
E-mail Address : suriyaharikumar@gmail.com

Permanent Address

House No and Name: TC 10/2096/14
Street Name : Krishnanagar
Place : Kanjirampara
Pin : 695013
State : Kerala
District : Thiruvananthapuram
Taluk : Thiruvananthapuram
Village : Perurkada
Phone Number : 04712512416
Mobile Number : 9497274054

Recruitment Details

Source:	PSC	Type:	General	Method:	Direct
Adv. memo No.:	RIA(1)8803/10/GW	Adv. Memo Date:	20/05/2010	SI No. in Memo:	1
App. order No:	13507/AcA4/2010/Leg	App. order Date:	11/06/2010	Entry Category:	State Subordinate
Is Dist. Recruit ?	N	Selected District:			

Police Verification Details

Ref No. :	C No.TR/681/SB/VR/S/10	Ver Report Date:	04/08/2010	Police Station:	
Remarks :					

Qualifications

Course Type	Course Name	Subject	University	Institution	Class Obtained	Reg No.	Year Of Pass
Graduation-Science	BSc	Science	Kerala		Passed	124244	1997
Graduation-Education	BEd	Education	Kerala		Passed	2421	2000

Details Of Dependents		
Name	Relationship	Date Of Birth
Adarsh H S	Son	
HARIKUMAR J	Husband	
Kuleen H S	Son	

Departmental Tests Passed							
Department	Test Name	Month	Year	Reg No.	Certificate No	Certificate Date	
Kerala State Audit Department	Account Test Lower	1	2011	13364 2569			
Legislature Secretariat	Secretariat Manual	7	2010	2569			

Details of Training Programs Attended							
Course Title	Sponsored By	Conducted By	City Name	Country	Qualification	Training From	Training To

Previous Qualifying Services					
Office	Post Held	Date From	Date To	Reason For Termination	
KSEB Elec Dvn Chengannur	Cashier	18/01/2010	23/06/2010	23/06/2010	

Details of Declaration of Probation						
Department	District	Office	Designation	With Effect From	Probation Order No	Probation Order Date
Legislature Secretariat	Thiruvananthapuram	Legislature Secretariat	Assistant	24/06/2012	16417/AcA4/2012/Leg	10/07/2012

Details of Regularisation						
Department	District	Office	Designation	Date of Entry	Order No	Order Date
Legislature Secretariat	Thiruvananthapuram	Legislature Secretariat	Assistant	24/06/2010	13507/AcA4/2010/Leg	15/12/2010

Service Details							
Department	Category	Date From	Date To	Office	Designation	Basic Pay	Remarks
Legislature Secretariat	State Subordinate	24/06/2010 -	31/05/2011 -	Legislature Secretariat	Assistant	13900	
Legislature Secretariat	State Subordinate	01/06/2011 FN	06/05/2012 AN	Legislature Secretariat	Assistant	14260	
Legislature Secretariat	State Subordinate	07/05/2012 -	30/04/2013 -	Legislature Secretariat	Assistant - Senior Grade	16180	
Legislature Secretariat	State Subordinate	01/05/2013 -	30/04/2014 -	Legislature Secretariat	Assistant - Senior Grade	16580	
Legislature Secretariat	State Subordinate	01/05/2014 -	30/06/2014 -	Legislature Secretariat	Assistant - Senior Grade	16980	
Legislature Secretariat	State Subordinate	01/07/2014 FN	30/04/2015 AN	Legislature Secretariat	Assistant - Senior Grade	33100	Pay Fixation
Legislature Secretariat	State Subordinate	01/05/2015 -	30/04/2016 -	Legislature Secretariat	Assistant - Senior Grade	33900	
Legislature Secretariat	State Subordinate	01/05/2016 FN	31/03/2017 AN	Legislature Secretariat	Assistant - Senior Grade	34800	
Legislature Secretariat	State Subordinate	01/04/2017 FN	30/04/2017 AN	Legislature Secretariat	Assistant Section Officer	36600	promotion
Legislature Secretariat	State Subordinate	01/05/2017 -	30/04/2018 -	Legislature Secretariat	Assistant Section Officer	37500	
Legislature Secretariat	State Subordinate	01/05/2018 -	30/04/2019 -	Legislature Secretariat	Assistant Section Officer	38500	
Legislature Secretariat	State Subordinate	01/05/2019 -	30/06/2019 -	Legislature Secretariat	Assistant Section Officer	39500	
Legislature Secretariat	State Subordinate	01/07/2019 -	30/04/2020 -	Legislature Secretariat	Assistant Section Officer	55200	
Legislature Secretariat	State Subordinate	01/05/2020 -	30/04/2021 -	Legislature Secretariat	Assistant Section Officer	56500	

Disciplinary Actions												
Ref No	Ref date	Nature of charge	Enquiry officer	File No	Penalty	Penalty remarks	Penalty start date	Penalty order No	Penalty order date	Penalty revoke order date	Revoke order no	Revoke order date

Details of Award Received					
Department	District	Office	Nature Of Award	Purpose	Date Of Award

Leave On Credit		
As On Date	Leave Type	Days On Credit
30/12/2012	Earned Leave	67.00
31/03/2013	Earned Leave	45.00
31/03/2014	Earned Leave	50.00
31/07/2014	Half Pay Leave	68.00
22/01/2015	Earned Leave	61.00
31/03/2015	Earned Leave	50.00
31/03/2016	Earned Leave	70.00
01/06/2017	Earned Leave	79.00
01/04/2018	Earned Leave	77.00
01/04/2019	Earned Leave	80.00

Leave Aailed					
Leave Type	From Date	To Date	Purpose	Sanction No	Sanction By
Dies-Non	08/01/2013	09/01/2013	Dies-non		

Encashment of Leave During Service				
As on date	No. of days	Amount	Sanction Order No	Sanction Date
31/12/2012	30	24601	15/2013/leg	03/01/2013
01/04/2013	30	24601	384/2013/leg	03/04/2013
01/04/2014	30	28165	570/2014	09/04/2014
01/04/2015	30	31754	446/2015	10/04/2015
01/04/2016	30	38334	558/2016	18/04/2016
01/06/2017	30	45150	951/2017	05/06/2017
10/04/2018	30	45150	568/2018	11/04/2018
01/04/2019	30	46675	499/2019	06/04/2019

Nominations for PF, Pensionary and other claims					
Benefit Name	Nominee name	Nominee address	Relationship	Invalid on the happening of	Amount Portion
G.P.F	Harikumar J	Surya Sargadhara Nagar Eravipuram Kollam	Husband		100
S.L.I	Harikumar J	Surya Sargadhara Nagar Eravipuram Kollam	Husband		100
GPAI	Harikumar J	Surya Sargadhara Nagar Eravipuram Kollam	Husband		100

Annual Performance Report submission details			
Period from	Period To	Submitted(Y/ N)	Submitted Date

Annual Property Return submission details			
Period from	Period To	Submitted(Y/ N)	Submitted date

Details of official accommodation availed (Quarters)						
Station	From date	To date	Is Eligible for HRA	Address	Sanction No	Sanction date

Details of disbursement of loans like HBA, MCA, GPF advance etc.					
Loan Item	Instalment No.	Disbursement date	Amount	Order number	Order date

Details of current Loans/ Advance Recovery									
Loan Item	Loan Acc No	Loan Amount	Instalment Amount	No.of Instalments	Last Instalment No.	Amount already paid	Status	Freeze Recovery	Principal or Interest

Details of benefits like GPF, GI, SLI, FBS, D.C.R.G, Pension etc						
Benefit Type	Identifying No.	Sum Assured	Subscription	Risk Effect From	Maturity Date	

G.P.F	P&L419776	0	2000		
Group Insurance	0	0	200		
S.L.I	721003791	0	300		

Present Salary Details					
Basic Pay:	57900	Bill type:	ASO	Acquittance Group:	ASSISTANTS A
Last Change Date:	01/05/2021	Next Incr. Date:	01/05/2022		
Credit To Bank:	Y	Bank:		Account No.:	799012600293549

Additional Pay and Allowances		
Description	Amount	W.E.Date

Deductions and Recoveries			
SINo.	Deduction	Amount	Details
0	Excess Pay Drawn(000)	1117	1117
0	State Life Insurance-sub(129)	300	300
1	State Life Insurance-sub(129)	1000	1000
1	Income tax(311)	60	60
2	Income tax(311)	4000	4000
1	Group Insurance Scheme(324)	800	800
0	GPAI Scheme(375)	500	500
0	CMDRF-Flood Relief	2750	2750
1	CMDRF-Flood Relief	23338	23338
1	GPF - Monthly Sub.(701)	10000	10000
1	Arrear to PF(709)	102257	102257
1	Ocki Relief Fund Contribution	1000	1000
0	Profession Tax(777)	1250	1250

Government of Kerala
Service and Payroll Administrative Repository for Kerala
Employee Data Sheet

PEN : 494382 **Name :** Ancy B S



Personal Memoranda

Sex :	F	Nationality :	India
Date of birth :	01/06/1984	Date of superannuation :	31/05/2040
Father's Name:	Basheer Kutty A	Mother's Name:	Subairath
Blood group :	A+	Religion :	Islam
Caste :	Muslim	Category(SC/ST/OBC/OC/GEN) :	OBC
Ex-service Men(Yes/No):	N	Physically handicapped(Yes/No) :	N
If Yes, Nature of Hanicap:			
PAN Number :	EANPS3539F	Ration Card No:	1207067815
Voter Id Card No:	KCW3548484	Marital Status :	M
Spouse's Name :	Naju B	Is Inter Religion / Caste(Yes/No) :	N
Spouse's Religion:	Islam	Spouse's Caste :	Muslim
Is Spouse Employed(Yes/No):	Y	Spouse Employed In :	Govt. New LPS Kollam
Identification Marks 1 :	A black mole on the right side of the neck		
2 :	A black mole on the middle finger of right hand		
Height(cm) :	152		

Present Service Details

Department :	Legislature Secretariat	Office :	Legislature Secretariat
Section :		Seat No :	
Employment Type :	Regular	Service category :	State Subordinate
Designation :	Assistant Section Officer	SDO Code :	
P F Type :	GPFKERALA	P F Number :	P&L419777
Date of joining in Gov. Service :	23/06/2010	Date of joining in the Department :	23/06/2010

Details of parent department, if currently on deputaion

Parent Department :		Parent Office :	
Designation :		Deputaion w.e.f :	
Deputaion Year :		Deputation Months :	
Order Number :		Order Date :	

Present Address

House No and Name: Ponnamthodathu Veedu
Street Name : Bodhi Nagar
Place : Thattamala
Pin : 691020
State : Kerala
District : Kollam
Taluk : Kollam
Village : Vadakkevila
Phone Number : 04712512416
Home Town : Kollam
E-mail Address : ancyfida123@gmail.com

Permanent Address

House No and Name: Ponnamthdathu Veedu
Street Name : Bodhi Nagar
Place : Thattamala
Pin : 691020
State : Kerala
District : Kollam
Taluk : Kollam
Village : Vadakkevila
Phone Number : 04742726820
Mobile Number : 9567021231

Recruitment Details

Source:	PSC	Type:	General	Method:	Direct
Adv. memo No.:	RIA(1)8803/10/GW	Adv. Memo Date:	20/05/2010	SI No. in Memo:	1
App. order No:	13507/AcA4/2010/Leg	App. order Date:	11/06/2010	Entry Category:	State Subordinate
Is Dist. Recruit ?	N	Selected District:			

Police Verification Details

Ref No. :	C No.1545/SB/VR/SQ-10	Ver Report Date:	01/08/2010	Police Station:	
Remarks :					

Qualifications							
Course Type	Course Name	Subject	University	Institution	Class Obtained	Reg No.	Year Of Pass
Graduation-Science	BSc	Physics	kerala		First Class	409376	2006

Details Of Dependents		
Name	Relationship	Date Of Birth
Fida N	Daughter	
Naju B	Husband	
Noufan N	Son	

Departmental Tests Passed							
Department	Test Name	Month	Year	Reg No.	Certificate No	Certificate Date	
Legislature Secretariat	Account Test Higher	1	2014	13018 13117 104783	16376		
Legislature Secretariat	Account Test Lower	7	2011	13018 13117			
Legislature Secretariat	Secretariat Manual	1	2011	13018			

Details of Training Programs Attended							
Course Title	Sponsored By	Conducted By	City Name	Country	Qualification	Training From	Training To

Previous Qualifying Services				
Office	Post Held	Date From	Date To	Reason For Termination

Details of Declaration of Probation						
Department	District	Office	Designation	With Effect From	Probation Order No	Probation Order Date
Legislature Secretariat	Thiruvananthapuram	Legislature Secretariat	Assistant	23/06/2012	16415/AcA4/12/Leg	10/07/2012

Details of Regularisation						
Department	District	Office	Designation	Date of Entry	Order No	Order Date
Legislature Secretariat	Thiruvananthapuram	Legislature Secretariat	Assistant	23/06/2010	13507/AcA4/2010/Leg	15/12/2010

Service Details							
Department	Category	Date From	Date To	Office	Designation	Basic Pay	Remarks
Legislature Secretariat	State Subordinate	23/06/2010 -	31/05/2011 -	Legislature Secretariat	Assistant	13900	
Legislature Secretariat	State Subordinate	01/06/2011 FN	06/05/2012 AN	Legislature Secretariat	Assistant	14260	
Legislature Secretariat	State Subordinate	07/05/2012 -	30/04/2013 -	Legislature Secretariat	Assistant - Senior Grade	16180	
Legislature Secretariat	State Subordinate	01/05/2013 -	30/04/2014 -	Legislature Secretariat	Assistant - Senior Grade	16580	
Legislature Secretariat	State Subordinate	01/05/2014 -	30/06/2014 -	Legislature Secretariat	Assistant - Senior Grade	16980	
Legislature Secretariat	State Subordinate	01/07/2014 FN	30/04/2015 AN	Legislature Secretariat	Assistant - Senior Grade	33100	Pay Fixation
Legislature Secretariat	State Subordinate	01/05/2015 -	30/04/2016 -	Legislature Secretariat	Assistant - Senior Grade	33900	
Legislature Secretariat	State Subordinate	01/05/2016 -	17/08/2016 -	Legislature Secretariat	Assistant - Senior Grade	34800	
Legislature Secretariat	State Subordinate	18/08/2016 -	02/01/2017 -	Legislature Secretariat	Assistant Section Officer	36600	
Legislature Secretariat	State Subordinate	03/01/2017 -	07/02/2017 -	Legislature Secretariat	Assistant - Senior Grade	34800	
Legislature Secretariat	State Subordinate	08/02/2017 -	30/04/2017 -	Legislature Secretariat	Assistant Section Officer	36600	
Legislature Secretariat	State Subordinate	01/05/2017 -	30/04/2018 -	Legislature Secretariat	Assistant Section Officer	37500	Increment
Legislature Secretariat	State Subordinate	01/05/2018 -	30/04/2019 -	Legislature Secretariat	Assistant Section Officer	38500	
Legislature Secretariat	State Subordinate	01/05/2019 -	30/06/2019 -	Legislature Secretariat	Assistant Section Officer	39500	
Legislature Secretariat	State Subordinate	01/07/2019 -	30/04/2020 -	Legislature Secretariat	Assistant Section Officer	55200	
Legislature Secretariat	State Subordinate	01/05/2020 -	30/04/2021 -	Legislature Secretariat	Assistant Section Officer	56500	

Disciplinary Actions

Ref No	Ref date	Nature of charge	Enquiry officer	File No	Penalty	Penalty remarks	Penalty start date	Penalty order No	Penalty order date	Penalty revoke order date	Revoke order no	Revoke order date

Details of Award Received												
Department		District		Office		Nature Of Award		Purpose		Date Of Award		

Leave On Credit		
As On Date	Leave Type	Days On Credit
11/09/2012	Earned Leave	57.00
08/07/2013	Earned Leave	47.00
24/12/2013	Half Pay Leave	50.00
25/01/2015	Earned Leave	54.00
02/06/2016	Earned Leave	69.00
01/06/2017	Earned Leave	72.00
05/05/2018	Earned Leave	73.00
01/05/2019	Earned Leave	75.00

Leave Availed					
Leave Type	From Date	To Date	Purpose	Sanction No	Sanction By
Dies-Non	08/01/2013	13/01/2013	Dies-non		

Encashment of Leave During Service				
As on date	No. of days	Amount	Sanction Order No	Sanction Date
12/09/2012	30	21316	GO (MS) 1134/2012/LEG	15/09/2012
09/07/2013	30	26507	911/2013	16/07/2013
22/04/2014	30	28165	650/2014	25/04/2014
02/06/2015	30	32546	773/2015	10/06/2015
02/06/2016	30	40332	961/2016	08/06/2016
01/06/2017	30	45150	951/2017	05/06/2017
05/05/2018	30	46290	739/2018	07/05/2018
04/05/2019	30	49800	645/2019	07/05/2019
10/12/2020	30	51000	1202/2020/leg	17/12/2020

Nominations for PF, Pensionary and other claims					
Benefit Name	Nominee name	Nominee address	Relationship	Invalid on the happening of	Amount Portion
G.P.F	Naju B	Ponnamthodathu Veedu Bodhi Nagar 45 Thattamala P o Kollam	Husband		100
GPAI	Naju B	Ponnamthodathu Veedu Bodhi Nagar 45 Thattamala P o Kollam	Husband		100

Annual Performance Report submission details			
Period from	Period To	Submitted(Y/ N)	Submitted Date

Annual Property Return submission details			
Period from	Period To	Submitted(Y/ N)	Submitted date

Details of official accommodation availed (Quarters)						
Station	From date	To date	Is Eligible for HRA	Address	Sanction No	Sanction date

Details of disbursement of loans like HBA, MCA, GPF advance etc.						
Loan Item	Instalment No.	Disbursement date	Amount	Order number	Order date	

Details of current Loans/ Advance Recovery									
Loan Item	Loan Acc No	Loan Amount	Instalment Amount	No.of Instalments	Last Instalment No.	Amount already paid	Status	Freeze Recovery	Principal or Interest

GPF Loan Repayment(801)	PL419777	247320	6870	36	30	206100		N	P
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Details of benefits like GPF, GI, SLI, FBS, D.C.R.G, Pension etc					
Benefit Type	Identifying No.	Sum Assured	Subscription	Risk Effect From	Maturity Date
G.P.F	PL 419777	0	2000		
Group Insurance	0	0	200		
S.L.I	721004700	0	400		

Present Salary Details					
Basic Pay:	57900	Bill type:	ASO	Acquittance Group:	ASSISTANTS A
Last Change Date:	01/05/2021	Next Incr. Date:	01/05/2022		
Credit To Bank:	Y	Bank:		Account No.:	799012600506005

Additional Pay and Allowances		
Description	Amount	W.E.Date

Deductions and Recoveries			
SINo.	Deduction	Amount	Details
0	Excess Pay Drawn(000)	1117	1117
1	Excess Pay Drawn(000)	1886	1886
0	State Life Insurance-sub(129)	400	400
1	State Life Insurance-sub(129)	1000	1000
1	Income tax(311)	4000	4000
1	Group Insurance Scheme(324)	800	800
0	GPAI Scheme(375)	500	500
0	CMDRF-Flood Relief	2750	2750
1	CMDRF-Flood Relief	4668	4668
1	GPF - Monthly Sub.(701)	10000	10000
1	Arrear to PF(709)	108767	108767
1	Ocki Relief Fund Contribution	200	200
0	Profession Tax(777)	1250	1250

Government of Kerala
Service and Payroll Administrative Repository for Kerala
Employee Data Sheet

PEN : 580808 **Name :** Shobha S R



Personal Memoranda

Sex :	F	Nationality :	India
Date of birth :	30/05/1981	Date of superannuation :	31/05/2037
Father's Name:	Sasi	Mother's Name:	Radha N
Blood group :	B+	Religion :	Hindu
Caste :	Nadar	Category(SC/ST/OBC/OC/GEN) :	OBC
Ex-service Men(Yes/No):	N	Physically handicapped(Yes/No) :	N
If Yes, Nature of Hanicap:			
PAN Number :	BJCPR5965B	Ration Card No:	1106259695
Voter Id Card No:	GPL1401272	Marital Status :	M
Spouse's Name :	Viju B	Is Inter Religion / Caste(Yes/No) :	N
Spouse's Religion:	Hindu	Spouse's Caste :	Nadar
Is Spouse Employed(Yes/No):	Y	Spouse Employed In :	Vocational Hr Sec
Identification Marks 1 :	A mole on the right ring finger		
2 :	A mole on the left forearm		
Height(cm) :	155		

Present Service Details

Department :	Legislature Secretariat	Office :	Legislature Secretariat
Section :		Seat No :	
Employment Type :	Regular	Service category :	State Subordinate
Designation :	Assistant Section Officer	SDO Code :	
P F Type :	GPFKERALA	P F Number :	P&L437427
Date of joining in Gov. Service :	16/04/2008	Date of joining in the Department :	16/04/2008

Details of parent department, if currently on deputaion

Parent Department :		Parent Office :	
Designation :		Deputaion w.e.f :	
Deputaion Year :		Deputation Months :	
Order Number :		Order Date :	

Present Address

House No and Name: III/73 Udininnavila Veedu
Street Name : Maruthoorkonam
Place : Maruthoorkonam
Pin : 695501
State : Kerala
District : Thiruvananthapuram
Taluk : Neyyatinkara
Village : Kottukal
Phone Number : 04713292428
Home Town : Trivandrum
E-mail Address : shobhamulloor@gmail.com

Permanent Address

House No and Name: Nellikkunnu Mekkrikathu Veedu
Street Name : Mulloor
Place : Nellikkunnu
Pin : 695521
State : Kerala
District : Thiruvananthapuram
Taluk : Neyyatinkara
Village : Vizhinjam
Phone Number : 04712266478
Mobile Number : 9495802796

Recruitment Details

Source:	PSC	Type:	General	Method:	Direct
Adv. memo No.:	RIA(1)8803/10/GW(3)	Adv. Memo Date:	01/02/2011	SI No. in Memo:	1
App. order No:	12163/AcA4/2011/leg	App. order Date:	24/02/2011	Entry Category:	State Subordinate
Is Dist. Recruit ?	N	Selected District:			

Police Verification Details

Ref No. :		Ver Report Date:		Police Station:	
Remarks :					

Qualifications

Course Type	Course Name	Subject	University	Institution	Class Obtained	Reg No.	Year Of Pass
Graduation-Science	BSc	Science	University of Kerala		Passed	1126	2004
Certificate	Advanced Level Computer Appli	Computer	Kerala State Pharmacy Council		Passed	A 464	2001
Diploma	D Pharm	Pharmacy	DME		Passed	03359	2000
Higher Secondary (Plus 2)	PDC	General	University of Kerala		Passed	63543	1998
Matriculation	S.S.L.C	General	Board of Public Examinations,Ker ala		Passed	298107	1996

Details Of Dependents		
Name	Relationship	Date Of Birth
Sasi	Father	

Departmental Tests Passed							
Department	Test Name	Month	Year	Reg No.	Certificate No	Certificate Date	
PANCHAYATS	Account Test Lower	1	2009	20390			
PANCHAYATS	MOP	1	2009	20390			
Legislature Secretariat	Account Test Higher	7	2011	10492			
Legislature Secretariat	Secretariat Manual	7	2011	10492			

Details of Training Programs Attended							
Course Title	Sponsored By	Conducted By	City Name	Country	Qualification	Training From	Training To

Previous Qualifying Services					
Office	Post Held	Date From	Date To	Reason For Termination	

Details of Declaration of Probation						
Department	District	Office	Designation	With Effect From	Probation Order No	Probation Order Date
Legislature Secretariat	Thiruvananthapuram	Legislature Secretariat	Assistant	08/05/2013	12616/SA2/2013/leg	21/06/2013

Details of Regularisation						
Department	District	Office	Designation	Date of Entry	Order No	Order Date
Legislature Secretariat	Thiruvananthapuram	Legislature Secretariat	Assistant	09/03/2011	12521/Services A2(ACA4)/2012/L	27/02/2013

Service Details							
Department	Category	Date From	Date To	Office	Designation	Basic Pay	Remarks
Legislature Secretariat	State Subordinate	09/03/2011 -	29/02/2012 -	Legislature Secretariat	Assistant	13900	
Legislature Secretariat	State Subordinate	01/03/2012 -	24/02/2013 -	Legislature Secretariat	Assistant	14260	
Legislature Secretariat	State Subordinate	25/02/2013 -	28/02/2013 -	Legislature Secretariat	Assistant - Senior Grade	16180	
Legislature Secretariat	State Subordinate	01/03/2013 -	28/02/2014 -	Legislature Secretariat	Assistant - Senior Grade	16580	
Legislature Secretariat	State Subordinate	01/03/2014 FN	30/06/2014 AN	Legislature Secretariat	Assistant - Senior Grade	16580	
Legislature Secretariat	State Subordinate	01/07/2014 FN	31/01/2015 AN	Legislature Secretariat	Assistant - Senior Grade	33100	Pay Fixation
Legislature Secretariat	State Subordinate	01/02/2015 FN	31/01/2016 AN	Legislature Secretariat	Assistant - Senior Grade	33900	Increment
Legislature Secretariat	State Subordinate	01/02/2016 -	31/01/2017 -	Legislature Secretariat	Assistant - Senior Grade	34800	
Legislature Secretariat	State Subordinate	01/02/2017 -	30/09/2017 -	Legislature Secretariat	Assistant - Senior Grade	35700	Promotion
Legislature Secretariat	State Subordinate	01/10/2017 -	31/01/2018 -	Legislature Secretariat	Assistant Section Officer	37500	
Legislature Secretariat	State Subordinate	01/02/2018 -	31/01/2019 -	Legislature Secretariat	Assistant Section Officer	38500	
Legislature Secretariat	State Subordinate	01/02/2019 -	30/06/2019 -	Legislature Secretariat	Assistant Section Officer	39500	
Legislature Secretariat	State Subordinate	01/07/2019 -	31/01/2020 -	Legislature Secretariat	Assistant Section Officer	55200	
Legislature Secretariat	State Subordinate	01/02/2020 -	31/01/2021 -	Legislature Secretariat	Assistant Section Officer	56500	

Disciplinary Actions												
Ref No	Ref date	Nature of charge	Enquiry officer	File No	Penalty	Penalty remarks	Penalty start date	Penalty order No	Penalty order date	Penalty revoke order date	Revoke order no	Revoke order date

Details of Award Received						
Department	District	Office	Nature Of Award	Purpose	Date Of Award	

Leave On Credit		
As On Date	Leave Type	Days On Credit
11/05/2011	Half Pay Leave	60.00
26/07/2012	Earned Leave	75.00
20/11/2013	Earned Leave	88.00
31/03/2014	Earned Leave	69.00
27/10/2015	Earned Leave	88.00
01/06/2016	Earned Leave	78.00
10/01/2018	Earned Leave	100.00
01/04/2018	Earned Leave	78.00
25/09/2018	Earned Leave	64.00
15/10/2019	Earned Leave	69.00

Leave Aailed					
Leave Type	From Date	To Date	Purpose	Sanction No	Sanction By
Maternity Leave	01/01/2010	11/02/2010			Sctry
Half Pay Leave	12/05/2011	10/07/2011			

Encashment of Leave During Service				
As on date	No. of days	Amount	Sanction Order No	Sanction Date
27/07/2012	30	20819	997/2012	08/08/2012
21/11/2013	30	25895	1569/2013	10/12/2013
01/04/2014	30	28165	570/2014	09/04/2014
27/10/2015	30	32773	1398/2015	07/11/2015
01/06/2016	30	40332	961/2016	08/06/2016
09/01/2018	30	45150	50/2018	10/01/2018
01/04/2018	30	46290	543/2018	09/04/2018
26/09/2018	30	46675	1553/2018	27/09/2018
15/10/2019	30	49800	1477/2019	16/10/2019

Nominations for PF, Pensionary and other claims					
Benefit Name	Nominee name	Nominee address	Relationship	Invalid on the happening of	Amount Portion
G.P.F	Sasi B	NelliNellikunnu Mekkariathu veedu,Mullooor P O,TVPM	Father	Renomination	Full
GPAI	Viju B	Udininnavila veedu Maruthoorkonam Payattuvila p o tvn 695501	Husband		Full

Annual Performance Report submission details			
Period from	Period To	Submitted(Y/ N)	Submitted Date

Annual Property Return submission details			
Period from	Period To	Submitted(Y/ N)	Submitted date

Details of official accommodation availed (Quarters)						
Station	From date	To date	Is Eligible for HRA	Address	Sanction No	Sanction date

Details of disbursement of loans like HBA, MCA, GPF advance etc.					
Loan Item	Instalment No.	Disbursement date	Amount	Order number	Order date

Details of current Loans/ Advance Recovery									
Loan Item	Loan Acc No	Loan Amount	Instalment Amount	No.of Instalments	Last Instalment No.	Amount already paid	Status	Freeze Recovery	Principal or Interest
HBA State Srvc Officers(102)	GAD113846	500000	5000	100	60	300000		N	P

Details of benefits like GPF, GI, SLI, FBS, D.C.R.G, Pension etc					
Benefit Type	Identifying No.	Sum Assured	Subscription	Risk Effect From	Maturity Date
G.P.F	PEP 19657		400		

Present Salary Details					
Basic Pay:	57900	Bill type:	ASO	Acquittance Group:	ASSISTANTS A
Last Change Date:	01/02/2021	Next Incr. Date:	01/02/2022		
Credit To Bank:	Y	Bank:		Account No.:	799012600513869

Additional Pay and Allowances		
Description	Amount	W.E.Date

Deductions and Recoveries			
SNo.	Deduction	Amount	Details
0	State Life Insurance-sub(129)	300	300
1	State Life Insurance-sub(129)	300	300
0	LIC Premium(303)	617	617
1	LIC Premium(303)	2101	2101
1	Income tax(311)	2600	2600
2	Income tax(311)	4000	4000
1	Group Insurance Scheme(324)	1000	1000
0	GPAI Scheme(375)	500	500
0	CMDRF-Flood Relief	2750	2750
1	GPF - Monthly Sub.(701)	10000	10000
1	Arrear to PF(709)	104848	104848
1	Ocki Relief Fund Contribution	500	500
0	Profession Tax(777)	1250	1250

Government of Kerala
Service and Payroll Administrative Repository for Kerala
Employee Data Sheet

PEN : 611747 **Name :** Sanil S



Personal Memoranda

Sex :	M	Nationality :	India
Date of birth :	12/05/1983	Date of superannuation :	31/05/2039
Father's Name:	Sahadevan P	Mother's Name:	Syamala S
Blood group :	AB+	Religion :	Hindu
Caste :	Ezhava	Category(SC/ST/OBC/OC/GEN) :	OBC
Ex-service Men(Yes/No):	N	Physically handicapped(Yes/No) :	N
If Yes, Nature of Hanicap:			
PAN Number :	GLMPS6763K	Ration Card No:	1208012151
Voter Id Card No:	LXC3170859	Marital Status :	S
Spouse's Name :		Is Inter Religion / Caste(Yes/No) :	
Spouse's Religion:		Spouse's Caste :	
Is Spouse Employed(Yes/No):		Spouse Employed In :	
Identification Marks 1 :	A black mole on the forehead		
2 :	A black mole on the right temple		
Height(cm) :	162		

Present Service Details

Department :	Legislature Secretariat	Office :	Legislature Secretariat
Section :		Seat No :	
Employment Type :	Regular	Service category :	State Subordinate
Designation :	Assistant Section Officer	SDO Code :	
P F Type :	GPFKERALA	P F Number :	P&L454461
Date of joining in Gov. Service :	01/12/2010	Date of joining in the Department :	11/11/2011

Details of parent department, if currently on deputaion

Parent Department :		Parent Office :	
Designation :		Deputaion w.e.f :	
Deputaion Year :		Deputation Months :	
Order Number :		Order Date :	

Present Address

House No and Name:	Santhimandiram
Street Name :	Thevalapuram
Place :	Puthoor
Pin :	691507
State :	Kerala
District :	Kollam
Taluk :	Kottarakkara
Village :	Puthur
Phone Number :	04742068365
Home Town :	kollam
E-mail Address :	accb@niyamasabha.org

Permanent Address

House No and Name:	Santhimandiram
Street Name :	Thevalapuram
Place :	Puthoor
Pin :	691507
State :	Kerala
District :	Kollam
Taluk :	Kottarakkara
Village :	Puthur
Phone Number :	04742068365
Mobile Number :	9645116965

Recruitment Details

Source:	PSC	Type:	General	Method:	Direct
Adv. memo No.:	RIA(1)8803/10/GW	Adv. Memo Date:	25/07/2011	SI No. in Memo:	1
App. order No:	12163/AcA4/2011/leg	App. order Date:	17/08/2011	Entry Category:	State Subordinate
Is Dist. Recruit ?	N	Selected District:			

Police Verification Details

Ref No. :		Ver Report Date:		Police Station:	
Remarks :					

Qualifications							
Course Type	Course Name	Subject	University	Institution	Class Obtained	Reg No.	Year Of Pass
Graduation-Arts	B A	History	University of Kerala			61320/A	2003
Post Graduation-Arts	M A	History	University of Kerala			11518	2005

Details Of Dependents		
Name	Relationship	Date Of Birth
Sahadevan	Father	
Sunil	Brother	
Syamala	Mother	

Departmental Tests Passed							
Department	Test Name	Month	Year	Reg No.	Certificate No	Certificate Date	
Legislature Secretariat	Account Test Higher	1	2013	100938	9111/13		
Legislature Secretariat	Secretariat Manual	7	2012	101846	9112/13		

Details of Training Programs Attended							
Course Title	Sponsored By	Conducted By	City Name	Country	Qualification	Training From	Training To

Previous Qualifying Services				
Office	Post Held	Date From	Date To	Reason For Termination

Details of Declaration of Probation						
Department	District	Office	Designation	With Effect From	Probation Order No	Probation Order Date
Legislature Secretariat	Thiruvananthapuram	Legislature Secretariat	Assistant	20/11/2013	20600/SA2/13/Leg	13/12/2013

Details of Regularisation						
Department	District	Office	Designation	Date of Entry	Order No	Order Date
Legislature Secretariat	Thiruvananthapuram	Legislature Secretariat	Assistant	11/11/2011	12521/Services A2(ACA4)/2012/L	27/02/2013

Service Details							
Department	Category	Date From	Date To	Office	Designation	Basic Pay	Remarks
Scheduled Tribes Development	State Subordinate	01/12/2010 -	10/11/2011 AN	TRIBAL EXTENSION OFFICE KULATHUPUZHA	Warden	9940	
Scheduled Tribes Development	State Subordinate	10/11/2011 AN	10/11/2011 FN	TRANSIT	Warden	9940	
Legislature Secretariat	State Subordinate	11/11/2011 -	31/10/2012 -	Legislature Secretariat	Assistant	13900	
Legislature Secretariat	State Subordinate	01/11/2012 -	11/08/2013 -	Legislature Secretariat	Assistant	14260	
Legislature Secretariat	State Subordinate	12/08/2013 FN	30/06/2014 AN	Legislature Secretariat	Assistant - Senior Grade	16180	
Legislature Secretariat	State Subordinate	01/07/2014 FN	31/07/2014 AN	Legislature Secretariat	Assistant - Senior Grade	31500	Pay Fixation
Legislature Secretariat	State Subordinate	01/08/2014 FN	31/07/2015 AN	Legislature Secretariat	Assistant - Senior Grade	32300	Increment
Legislature Secretariat	State Subordinate	01/08/2015 -	31/07/2016 -	Legislature Secretariat	Assistant - Senior Grade	33100	
Legislature Secretariat	State Subordinate	01/08/2016 -	31/07/2017 -	Legislature Secretariat	Assistant - Senior Grade	33900	
Legislature Secretariat	State Subordinate	01/08/2017 -	31/07/2018 -	Legislature Secretariat	Assistant - Senior Grade	34800	
Legislature Secretariat	State Subordinate	01/08/2018 -	30/06/2019 -	Legislature Secretariat	Assistant - Senior Grade	35700	
Legislature Secretariat	State Subordinate	01/07/2019 -	31/07/2019 -	Legislature Secretariat	Assistant - Senior Grade	50200	
Legislature Secretariat	State Subordinate	01/08/2019 -	18/08/2019 -	Legislature Secretariat	Assistant - Senior Grade	51400	Promotion
Legislature Secretariat	State Subordinate	19/08/2019 -	31/07/2020 -	Legislature Secretariat	Assistant Section Officer	53900	
Legislature Secretariat	State Subordinate	01/08/2020 -	31/07/2021 -	Legislature Secretariat	Assistant Section Officer	55200	

Disciplinary Actions

Ref No	Ref date	Nature of charge	Enquiry officer	File No	Penalty	Penalty remarks	Penalty start date	Penalty order No	Penalty order date	Penalty revoke order date	Revoke order no	Revoke order date

Details of Award Received												
Department		District		Office		Nature Of Award		Purpose		Date Of Award		

Leave On Credit		
As On Date	Leave Type	Days On Credit
01/12/2015	Earned Leave	103.00
06/05/2016	Earned Leave	87.00
10/05/2017	Earned Leave	88.00
02/08/2019	Earned Leave	90.00

Leave Availed					
Leave Type	From Date	To Date	Purpose	Sanction No	Sanction By
Leave Without Allowance without MC (Rule 88)	11/11/2011	30/11/2011	Personal		

Encashment of Leave During Service				
As on date	No. of days	Amount	Sanction Order No	Sanction Date
02/12/2015	30	33792	1570/2015	10/12/2015
07/05/2016	30	38479	722/2016	12/05/2016
11/05/2017	30	41046	841/2017	18/05/2017
02/08/2019	30	46320	1147/2019	07/08/2019

Nominations for PF, Pensionary and other claims					
Benefit Name	Nominee name	Nominee address	Relationship	Invalid on the happening of	Amount Portion
G.P.F	Sahadevan	Santhi Mandiram Thevalappuram p o Puthoor kollam	Father		half
G.P.F	Syamala S	Santhi Mandiram Thevalappuram p o Puthoor kollam	Mother		half
S.L.I	Sahadevan	Santhi Mandiram Thevalappuram p o Puthoor kollam	Father		half
S.L.I	Syamala S	Santhi Mandiram Thevalappuram p o Puthoor kollam	Mother		half

Annual Performance Report submission details			
Period from	Period To	Submitted(Y/ N)	Submitted Date

Annual Property Return submission details			
Period from	Period To	Submitted(Y/ N)	Submitted date

Details of official accommodation availed (Quarters)						
Station	From date	To date	Is Eligible for HRA	Address	Sanction No	Sanction date

Details of disbursement of loans like HBA, MCA, GPF advance etc.						
Loan Item	Instalment No.	Disbursement date	Amount	Order number	Order date	

Details of current Loans/ Advance Recovery									
Loan Item	Loan Acc No	Loan Amount	Instalment Amount	No.of Instalments	Last Instalment No.	Amount already paid	Status	Freeze Recovery	Principal or Interest

Details of benefits like GPF, GI, SLI, FBS, D.C.R.G, Pension etc												

Benefit Type	Identifying No.	Sum Assured	Subscription	Risk Effect From	Maturity Date

Present Salary Details					
Basic Pay:	56500	Bill type:	ASO	Acquittance Group:	ASSISTANTS A
Last Change Date:	01/08/2021	Next Incr. Date:	01/08/2022		
Credit To Bank:	Y	Bank:		Account No.:	799012600356637

Additional Pay and Allowances		
Description	Amount	W.E.Date

Deductions and Recoveries			
SINo.	Deduction	Amount	Details
0	State Life Insurance-sub(129)	500	500
0	LIC Premium(303)	908	908
1	LIC Premium(303)	996	996
1	Income tax(311)	2200	2200
1	Group Insurance Scheme(324)	800	800
0	GPAI Scheme(375)	500	500
1	CMDRF-Flood Relief	4346	4346
0	GPF - Monthly Sub.(701)	8000	8000
1	Arrear to PF(709)	100483	100483
1	Ocki Relief Fund Contribution	500	500
0	Profession Tax(777)	1250	1250

Government of Kerala
Service and Payroll Administrative Repository for Kerala
Employee Data Sheet

PEN : 612151 **Name :** Noothan V S



Personal Memoranda

Sex :	F	Nationality :	India
Date of birth :	30/05/1980	Date of superannuation :	31/05/2036
Father's Name:	Viswambharan P	Mother's Name:	Sevini G
Blood group :	O+	Religion :	Hindu
Caste :	Ezhava	Category(SC/ST/OBC/OC/GEN) :	OBC
Ex-service Men(Yes/No):	N	Physically handicapped(Yes/No) :	N
If Yes, Nature of Hanicap:			
PAN Number :	AWZPN4893K	Ration Card No:	
Voter Id Card No:	LXC3173671	Marital Status :	M
Spouse's Name :	Biju Vasudevan	Is Inter Religion / Caste(Yes/No) :	N
Spouse's Religion:	Hindu	Spouse's Caste :	Ezhava
Is Spouse Employed(Yes/No):	Y	Spouse Employed In :	Private sector
Identification Marks 1 :	A mole on the chin		
2 :	A scar on the side of the right eye		
Height(cm) :	151		

Present Service Details

Department :	Legislature Secretariat	Office :	Legislature Secretariat
Section :		Seat No :	
Employment Type :	Regular	Service category :	State Subordinate
Designation :	Assistant Section Officer	SDO Code :	
P F Type :	GPFKERALA	P F Number :	LFA429470
Date of joining in Gov. Service :	11/10/2010	Date of joining in the Department :	16/05/2013

Details of parent department, if currently on deputaion

Parent Department :		Parent Office :	
Designation :		Deputaion w.e.f :	
Deputaion Year :		Deputation Months :	
Order Number :		Order Date :	

Present Address

House No and Name: Deepam
Street Name : RoyalGardens
Place : Choozhampala
Pin : 695043
State : Kerala
District : Thiruvananthapuram
Taluk : Thiruvananthapuram
Village : Kudappanakkunnu
Phone Number : 04712512418
Home Town : Kollam
E-mail Address : noothan_vs@yahoo.co.in

Permanent Address

House No and Name: Letha Mandiram
Street Name : Placodu
Place : Karipra
Pin : 691505
State : Kerala
District : Kollam
Taluk : Kottarakkara
Village : Karipra
Phone Number : 04742499753
Mobile Number : 9446583416

Recruitment Details

Source:	Inter Cadre	Type:	General	Method:	Transfer
Adv. memo No.:	GO(MS)No478/13/leg	Adv. Memo Date:	17/04/2013	SI No. in Memo:	1
App. order No:	11571/SA2/2013/LEG	App. order Date:	16/05/2013	Entry Category:	State Subordinate
Is Dist. Recruit ?	N	Selected District:			

Police Verification Details

Ref No. :		Ver Report Date:		Police Station:	
Remarks :					

Qualifications							
Course Type	Course Name	Subject	University	Institution	Class Obtained	Reg No.	Year Of Pass
Graduation-Science	B Sc	PHYSICS	University of Kerala			86331	2000
Graduation-Education	B Ed	PHYSICALSCIENCE	University of Kerala			7950	2003
Post Graduation-Science	M Sc	PHYSICS	University of Kerala			51161	2002
M phil	MPHIL	PHYSICS	University of Kerala			5112	2007

Details Of Dependents		
Name	Relationship	Date Of Birth
Anantha Krishnan	Son	27/05/2010
Biju Vasudevan	Husband	26/04/1977
Madhavan	Son	28/11/2012
Noobi Krishna	Daughter	23/06/2004

Departmental Tests Passed							
Department	Test Name	Month	Year	Reg No.	Certificate No	Certificate Date	
Kerala State Audit Department	LFAD Test Lower	7	2011	10299	10506/12		
Kerala State Audit Department	Account Test Lower	7	2011	10299	10505/12		
Legislature Secretariat	Account Test Higher	1	2014	100438	17591#1#9		
Legislature Secretariat	Secretariat Manual	1	2014	100438	17591#1#1		

Details of Training Programs Attended							
Course Title	Sponsored By	Conducted By	City Name	Country	Qualification	Training From	Training To

Previous Qualifying Services					
Office	Post Held	Date From	Date To	Reason For Termination	
Leprosy Control Unit Anchal	LD Clerk	11/10/2010	24/01/2011	24/01/2011	
Local Fund Audit Thiruvananthapuram	Auditor	25/01/2011	15/05/2013	15/05/2013	

Details of Declaration of Probation						
Department	District	Office	Designation	With Effect From	Probation Order No	Probation Order Date
Kerala State Audit Department	Thiruvananthapuram	O/o The Director of Kerala State Audit	Auditor	25/01/2013	LF2034/Estt3/2014	06/02/2014
Legislature Secretariat	Thiruvananthapuram	Legislature Secretariat	Assistant	06/06/2015	427/2015	16/06/2015

Details of Regularisation						
Department	District	Office	Designation	Date of Entry	Order No	Order Date
Kerala State Audit Department	Thiruvananthapuram	O/o The Director of Kerala State Audit	Auditor	25/01/2011	LF.5/Estt1/2013	19/08/2013

Service Details							
Department	Category	Date From	Date To	Office	Designation	Basic Pay	Remarks
Health Services	State Subordinate	11/10/2010 -	24/01/2011 AN	LEPROSY CONTROL UNIT ANCHAL	Clerk	5250	
Kerala State Audit Department	State Subordinate	25/01/2011 FN	31/12/2011 AN	District Office Local Fund Audit, Tvp	Auditor	13900	
Kerala State Audit Department	State Subordinate	01/01/2012 -	17/05/2012 AN	District Office Local Fund Audit, Tvp	Auditor	14260	
Kerala State Audit Department	State Subordinate	17/05/2012 AN	17/05/2012 FN	TRANSIT	Auditor	14260	
Kerala State Audit Department	State Subordinate	18/05/2012 -	15/05/2013 AN	O/o The Director of Kerala State Audit	Auditor	14260	
Kerala State Audit Department	State Subordinate	15/05/2013 AN	15/05/2013 FN	TRANSIT	Auditor	14260	
Legislature Secretariat	State Subordinate	16/05/2013 FN	31/12/2013 AN	Legislature Secretariat	Assistant	14620	
Legislature Secretariat	State Subordinate	01/01/2014 FN	30/06/2014 AN	Legislature Secretariat	Assistant	14980	
Legislature Secretariat	State Subordinate	01/07/2014 FN	31/12/2014 AN	Legislature Secretariat	Assistant	29200	Pay Fixation
Legislature Secretariat	State Subordinate	01/01/2015 FN	31/12/2015 AN	Legislature Secretariat	Assistant	29900	Increment
Legislature Secretariat	State Subordinate	01/01/2016 -	11/07/2016 -	Legislature Secretariat	Assistant	30700	

Legislature Secretariat	State Subordinate	12/07/2016 -	31/12/2016 -	Legislature Secretariat	Assistant - Senior Grade	32300	
Legislature Secretariat	State Subordinate	01/01/2017 -	02/01/2017 -	Legislature Secretariat	Assistant - Senior Grade	33100	
Legislature Secretariat	State Subordinate	03/01/2017 -	15/02/2017 -	Legislature Secretariat	Assistant	31500	
Legislature Secretariat	State Subordinate	16/02/2017 -	31/12/2017 -	Legislature Secretariat	Assistant - Senior Grade	33100	
Legislature Secretariat	State Subordinate	01/01/2018 -	31/12/2018 -	Legislature Secretariat	Assistant - Senior Grade	33900	
Legislature Secretariat	State Subordinate	01/01/2019 -	30/06/2019 -	Legislature Secretariat	Assistant - Senior Grade	34800	
Legislature Secretariat	State Subordinate	01/07/2019 -	31/12/2019 -	Legislature Secretariat	Assistant - Senior Grade	49000	
Legislature Secretariat	State Subordinate	01/01/2020 -	31/12/2020 -	Legislature Secretariat	Assistant - Senior Grade	50200	
Legislature Secretariat	State Subordinate	01/01/2021 -	06/07/2021 -	Legislature Secretariat	Assistant - Senior Grade	51400	promotion

Disciplinary Actions												
Ref No	Ref date	Nature of charge	Enquiry officer	File No	Penalty	Penalty remarks	Penalty start date	Penalty order No	Penalty order date	Penalty revoke order date	Revoke order no	Revoke order date

Details of Award Received						
Department	District	Office	Nature Of Award	Purpose	Date Of Award	

Leave On Credit		
As On Date	Leave Type	Days On Credit
30/07/2012	Earned Leave	30.00
31/12/2013	Earned Leave	38.00
09/09/2014	Earned Leave	30.00
04/08/2015	Earned Leave	30.00
05/08/2016	Earned Leave	34.00
06/07/2017	Earned Leave	34.00
01/08/2018	Earned Leave	40.00
12/07/2019	Earned Leave	41.00

Leave Aailed					
Leave Type	From Date	To Date	Purpose	Sanction No	Sanction By
Maternity Leave	12/10/2010	22/11/2010	maternity leave	3/2010	MO in charge
Leave Without Allowance without MC (Rule 88)	23/11/2010	30/11/2010	Medical Ground	2/2010	MO in charge
Leave Without Allowance without MC (Rule 88)	01/12/2010	31/12/2010	Medical Ground	2/2010	MO in charge
Leave Without Allowance without MC (Rule 88)	01/01/2011	21/01/2011	Medical Ground	2/2010	MO in charge

Encashment of Leave During Service				
As on date	No. of days	Amount	Sanction Order No	Sanction Date
30/07/2012	30	20819	1685	16/08/2012
01/01/2014	30	24384	42/2014	10/01/2014
10/09/2014	30	27055	1333/2014	17/09/2014
05/08/2015	30	29747	1064/2015	10/08/2015
06/08/2016	30	35863	1393/2016	11/08/2016
07/07/2017	30	40134	1146/2017	14/07/2017
07/08/2018	30	41385	1308/2018	08/08/2018
12/07/2019	30	44160	1041/19	17/07/2019
10/02/2021	30	46320	236/2021/Leg	16/02/2021

Nominations for PF, Pensionary and other claims					
Benefit Name	Nominee name	Nominee address	Relationship	Invalid on the happening of	Amount Portion
G.P.F	Biju Vasudevan	Letha Mandiram, Placode, Edakkidom PO, Kollam 691505	Husband	Filing fresh nomination	
Group Insurance	Biju Vasudevan	Letha Mandiram, Placode, Edakkidom PO, Kollam 691505	Husband	Filing fresh nomination	Full

GPAI	Biju Vasudevan	Flat No 2C, Karthika Apartment, Pettah PO, Tvpm 24	Husband		Full
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Annual Performance Report submission details			
Period from	Period To	Submitted(Y/ N)	Submitted Date

Annual Property Return submission details			
Period from	Period To	Submitted(Y/ N)	Submitted date

Details of official accommodation availed (Quarters)						
Station	From date	To date	Is Eligible for HRA	Address	Sanction No	Sanction date

Details of disbursement of loans like HBA, MCA, GPF advance etc.						
Loan Item	Instalment No.	Disbursement date	Amount	Order number	Order date	

Details of current Loans/ Advance Recovery									
Loan Item	Loan Acc No	Loan Amount	Instalment Amount	No.of Instalments	Last Instalment No.	Amount already paid	Status	Freeze Recovery	Principal or Interest

Details of benefits like GPF, GI, SLI, FBS, D.C.R.G, Pension etc					
Benefit Type	Identifying No.	Sum Assured	Subscription	Risk Effect From	Maturity Date

Present Salary Details					
Basic Pay:	53900	Bill type:	ASO	Acquittance Group:	ASSISTANTS A
Last Change Date:	07/07/2021	Next Incr. Date:	01/01/2022		
Credit To Bank:	Y	Bank:		Account No.:	799012600356803

Additional Pay and Allowances		
Description	Amount	W.E.Date

Deductions and Recoveries			
SINo.	Deduction	Amount	Details
0	State Life Insurance-sub(129)	300	300
1	State Life Insurance-sub(129)	1200	1200
1	Income tax(311)	520	520
2	Income tax(311)	4110	4110
3	Income tax(311)	3000	3000
1	Group Insurance Scheme(324)	800	800
0	GPAI Scheme(375)	500	500
1	GPF - Monthly Sub.(701)	12000	12000
2	GPF - Monthly Sub.(701)	15000	15000
1	Arrear to PF(709)	98541	98541
1	Ocki Relief Fund Contribution	200	200
0	Profession Tax(777)	1250	1250

Government of Kerala
Service and Payroll Administrative Repository for Kerala
Employee Data Sheet

PEN : 614041 **Name :** Mujeeba S I





Personal Memoranda

Sex :	F	Nationality :	India
Date of birth :	30/05/1977	Date of superannuation :	31/05/2033
Father's Name:	Ibrahim N M	Mother's Name:	Salma Beevi A K
Blood group :	B+	Religion :	Islam
Caste :	Muslim	Category(SC/ST/OBC/OC/GEN) :	OBC
Ex-service Men(Yes/No):	N	Physically handicapped(Yes/No) :	N
If Yes, Nature of Hanicap:			
PAN Number :	ADLPI8071P	Ration Card No:	1105167139
Voter Id Card No:	WRS0620658	Marital Status :	M
Spouse's Name :	Nowshad Y	Is Inter Religion / Caste(Yes/No) :	N
Spouse's Religion:	Islam	Spouse's Caste :	Muslim
Is Spouse Employed(Yes/No):	Y	Spouse Employed In :	Govt Secretariat
Identification Marks 1 :	A mole on the left cheek		
2 :	A mole on the right forehead		
Height(cm) :	155		

Present Service Details

Department :	Legislature Secretariat	Office :	Legislature Secretariat
Section :		Seat No :	
Employment Type :	Regular	Service category :	State Subordinate
Designation :	Assistant Section Officer	SDO Code :	
P F Type :	GPFKERALA	P F Number :	AJ413640
Date of joining in Gov. Service :	05/08/2009	Date of joining in the Department :	03/02/2012

Details of parent department, if currently on deputaion

Parent Department :		Parent Office :	
Designation :		Deputaion w.e.f :	
Deputaion Year :		Deputation Months :	
Order Number :		Order Date :	

Present Address

House No and Name: Nazni Manzil opp. SBT Vembayam
Street Name : Vembayam P O
Place : Thiruvananthapuram
Pin : 695615
State : Kerala
District : Thiruvananthapuram
Taluk : Nedumangad
Village : Manikkal
Phone Number : 04712852443
Home Town : Thiruvananthapuram
E-mail Address : mujeebasi77@gmail.com

Permanent Address

House No and Name: Sinneera Manzil,
Street Name : Kuttichal
Place : Thiruvananthapuram
Pin : 695574
State : Kerala
District : Thiruvananthapuram
Taluk : Nedumangad
Village : Mannurkara
Phone Number : 04712852443
Mobile Number : 9496748359

Recruitment Details

Source:	PSC	Type:	General	Method:	Direct
Adv. memo No.:	RIA 8803/10/GW(3)	Adv. Memo Date:	06/01/2012	SI No. in Memo:	
App. order No:	17248/Ac A4/2011/ Leg	App. order Date:	30/01/2012	Entry Category:	State Subordinate
Is Dist. Recruit ?	N	Selected District:			

Police Verification Details

Ref No. :		Ver Report Date:		Police Station:	
Remarks :	Suitable for appointment				

Qualifications

Course Type	Course Name	Subject	University	Institution	Class Obtained	Reg No.	Year Of Pass
Graduation-Science	B Sc	Mathematics	Kerala University	Karamana NSS College	First Class	128514	1997

Details Of Dependents		
Name	Relationship	Date Of Birth
Abul Nazif NM	Son	21/05/2001
Nidhal Malik NM	Son	21/06/2009
Nowshad Y	Husband	25/05/1972

Departmental Tests Passed							
Department	Test Name	Month	Year	Reg No.	Certificate No	Certificate Date	
Legislature Secretariat	Account Test Higher	1	2014	100405	27494#1#9		
Legislature Secretariat	Account Test Lower	7	2013	100323	14840#1#6		
Legislature Secretariat	Secretariat Manual	7	2012	100334	1302#1#1	23/10/2013	

Details of Training Programs Attended							
Course Title	Sponsored By	Conducted By	City Name	Country	Qualification	Training From	Training To

Previous Qualifying Services					
Office	Post Held	Date From	Date To	Reason For Termination	
Sub Court Thiruvananthapuram	Peon	05/08/2009	30/09/2011	30/09/2011	
Family Court Thiruvananthapuram	Process Server	30/09/2011	02/02/2012	02/02/2012	

Details of Declaration of Probation						
Department	District	Office	Designation	With Effect From	Probation Order No	Probation Order Date
Administration of Justice-Judiciary	Thiruvananthapuram	SUB COURT, TRIVANDRUM	Office Attendant (High Court)	05/08/2010	C2-12/10	11/10/2010
Legislature Secretariat	Thiruvananthapuram	Legislature Secretariat	Assistant	03/02/2014	12424/SA2/2014/Leg	18/03/2014

Details of Regularisation						
Department	District	Office	Designation	Date of Entry	Order No	Order Date
Legislature Secretariat	Thiruvananthapuram	Legislature Secretariat	Assistant	03/02/2012	12521/SA2/2012/LEG	27/02/2013

Service Details							
Department	Category	Date From	Date To	Office	Designation	Basic Pay	Remarks
Administration of Justice-Judiciary	State Subordinate	05/08/2009 FN	31/07/2010 AN	SUB COURT, TRIVANDRUM	Office Attendant (High Court)	8500	Pay Fixation
Administration of Justice-Judiciary	State Subordinate	01/08/2010 -	31/07/2011 -	SUB COURT, TRIVANDRUM	Office Attendant (High Court)	8730	
Administration of Justice-Judiciary	State Subordinate	01/08/2011 -	29/09/2011 FN	SUB COURT, TRIVANDRUM	Office Attendant (High Court)	8960	
Administration of Justice-Judiciary	State Subordinate	30/09/2011 -	10/10/2011 FN	FAMILY COURT, THIRUVANATHAPURAM	Process Server	8960	
Administration of Justice-Judiciary	State Subordinate	11/10/2011 FN	02/02/2012 AN	DISTRICT COURT, THIRUVANANTHAPURAM	Process Server	9440	
Legislature Secretariat	State Subordinate	03/02/2012 -	31/01/2013 -	Legislature Secretariat	Assistant	13900	
Legislature Secretariat	State Subordinate	01/02/2013 FN	30/06/2014 AN	Legislature Secretariat	Assistant	14620	
Legislature Secretariat	State Subordinate	01/07/2014 FN	25/08/2014 AN	Legislature Secretariat	Assistant	29200	Pay Fixation
Legislature Secretariat	State Subordinate	26/08/2014 FN	30/11/2014 AN	Legislature Secretariat	Assistant - Senior Grade	30700	Promotion
Legislature Secretariat	State Subordinate	01/12/2014 FN	31/01/2015 AN	Legislature Secretariat	Assistant	29200	Promotion
Legislature Secretariat	State Subordinate	01/02/2015 FN	05/05/2015 AN	Legislature Secretariat	Assistant	29900	Promotion
Legislature Secretariat	State Subordinate	06/05/2015 FN	31/12/2015 AN	Legislature Secretariat	Assistant - Senior Grade	31500	
Legislature Secretariat	State Subordinate	01/01/2016 -	31/12/2016 -	Legislature Secretariat	Assistant - Senior Grade	32300	
Legislature Secretariat	State Subordinate	01/01/2017 -	31/12/2017 -	Legislature Secretariat	Assistant - Senior Grade	33100	
Legislature Secretariat	State Subordinate	01/01/2018 -	31/12/2018 -	Legislature Secretariat	Assistant - Senior Grade	33900	
Legislature Secretariat	State Subordinate	01/01/2019 -	30/06/2019 -	Legislature Secretariat	Assistant - Senior Grade	34800	

Legislature Secretariat	State Subordinate	01/07/2019 -	31/12/2019 -	Legislature Secretariat	Assistant - Senior Grade	49000	
Legislature Secretariat	State Subordinate	01/01/2020 -	31/05/2020 -	Legislature Secretariat	Assistant - Senior Grade	50200	Promotion
Legislature Secretariat	State Subordinate	01/06/2020 -	31/12/2020 -	Legislature Secretariat	Assistant Section Officer	52600	

Disciplinary Actions												
Ref No	Ref date	Nature of charge	Enquiry officer	File No	Penalty	Penalty remarks	Penalty start date	Penalty order No	Penalty order date	Penalty revoke order date	Revoke order no	Revoke order date

Details of Award Received						
Department	District	Office	Nature Of Award	Purpose	Date Of Award	

Leave On Credit		
As On Date	Leave Type	Days On Credit
22/03/2012	Earned Leave	54.00
26/02/2013	Earned Leave	55.00
02/02/2014	Earned Leave	56.00
01/02/2015	Earned Leave	59.00
03/01/2016	Earned Leave	30.00
09/01/2017	Earned Leave	63.00
04/01/2018	Earned Leave	65.00
03/01/2019	Earned Leave	69.00
04/01/2020	Earned Leave	72.00

Leave Aailed					
Leave Type	From Date	To Date	Purpose	Sanction No	Sanction By

Encashment of Leave During Service				
As on date	No. of days	Amount	Sanction Order No	Sanction Date
23/03/2012	30	19349	458/2012/leg	29/03/2012
27/02/2013	30	21817	250/2013	06/03/2013
03/02/2014	30	24384	212/2014	11/02/2014
02/02/2015	30	27055	138/2015	05/02/2015
04/01/2016	30	32974	82/2015	14/01/2016
10/01/2017	30	38479	73/2017	13/01/2017
05/01/2018	30	41046	50/2018	10/01/2018
04/01/2019	30	42420	51/2019	16/01/2019
04/01/2020	30	45240	46/2020/Leg	09/01/2020
10/02/2021	30	48600	236/2021	16/02/2021

Nominations for PF, Pensionary and other claims					
Benefit Name	Nominee name	Nominee address	Relationship	Invalid on the happening of	Amount Portion
G.P.F	Abul Nazif NM	Nazeema Manzil	Son	Filing fresh nomination	Equal
G.P.F	Nidhal Malik NM	Nazeema Manzil	Son	Filing fresh nomination	Equal
G.P.F	Nowshad Y	Nazeema Manzil, Kochalumoodu, Konchira PO	Husband	Filing fresh nomination	Equal

Annual Performance Report submission details			
Period from	Period To	Submitted(Y/ N)	Submitted Date

Annual Property Return submission details			
Period from	Period To	Submitted(Y/ N)	Submitted date

Details of official accommodation availed (Quarters)						
Station	From date	To date	Is Eligible for HRA	Address	Sanction No	Sanction date

Details of disbursement of loans like HBA, MCA, GPF advance etc.					
Loan Item	Instalment No.	Disbursement date	Amount	Order number	Order date

Details of current Loans/ Advance Recovery									
Loan Item	Loan Acc No	Loan Amount	Instalment Amount	No.of Instalments	Last Instalment No.	Amount already paid	Status	Freeze Recovery	Principal or Interest

Details of benefits like GPF, GI, SLI, FBS, D.C.R.G, Pension etc					
Benefit Type	Identifying No.	Sum Assured	Subscription	Risk Effect From	Maturity Date

Present Salary Details					
Basic Pay:	53900	Bill type:	ASO	Acquittance Group:	ASSISTANTS A
Last Change Date:	01/01/2021	Next Incr. Date:	01/01/2022		
Credit To Bank:	Y	Bank:		Account No.:	799012600357515

Additional Pay and Allowances		
Description	Amount	W.E.Date

Deductions and Recoveries			
SI No.	Deduction	Amount	Details
1	State Life Insurance-sub(129)	1200	1200
3	State Life Insurance-sub(129)	300	300
0	LIC Premium(303)	1014	1014
1	Income tax(311)	3000	3000
1	Group Insurance Scheme(324)	1000	1000
0	GPAI Scheme(375)	500	500
2	GPF - Monthly Sub.(701)	8000	8000
1	Arrear to PF(709)	103788	103788
1	Ocki Relief Fund Contribution	300	300
0	Profession Tax(777)	1250	1250

Government of Kerala
Service and Payroll Administrative Repository for Kerala
Employee Data Sheet

PEN : 618889 **Name :** Jayasree A B



Personal Memoranda

Sex :	F	Nationality :	India
Date of birth :	25/03/1980	Date of superannuation :	31/03/2035
Father's Name:	Balachandran M	Mother's Name:	Ammini A
Blood group :	O+	Religion :	Hindu
Caste :	Cheramar	Category(SC/ST/OBC/OC/GEN) :	OBC
Ex-service Men(Yes/No):	N	Physically handicapped(Yes/No) :	N
If Yes, Nature of Hanicap:			
PAN Number :	ATMPJ3808J	Ration Card No:	1102019002
Voter Id Card No:	HBX1360288	Marital Status :	M
Spouse's Name :	Shibu R S	Is Inter Religion / Caste(Yes/No) :	N
Spouse's Religion:	Hindu	Spouse's Caste :	Pulaya
Is Spouse Employed(Yes/No):	Y	Spouse Employed In :	Civil Supplies
Identification Marks 1 :	A black mole onn the left palm		
2 :	A wound scar on the forehead		
Height(cm) :	157		

Present Service Details

Department :	Legislature Secretariat	Office :	Legislature Secretariat
Section :		Seat No :	
Employment Type :	Regular	Service category :	State Subordinate
Designation :	Assistant Section Officer	SDO Code :	
P F Type :	GPFKERALA	P F Number :	P&L431678
Date of joining in Gov. Service :	07/02/2011	Date of joining in the Department :	07/02/2011

Details of parent department, if currently on deputaion

Parent Department :		Parent Office :	
Designation :		Deputaion w.e.f :	
Deputaion Year :		Deputation Months :	
Order Number :		Order Date :	

Present Address

House No and Name: Charuvilakath Puthen Veedu
Street Name : Arayaloor
Place : Thirumala
Pin : 695006
State : Kerala
District : Thiruvananthapuram
Taluk : Thiruvananthapuram
Village : Thirumala
Phone Number : 9072345990
Home Town : Thiruvananthapuram
E-mail Address : sreesanujai@gmail.com

Permanent Address

House No and Name: Charuvilakath Puthen Veedu
Street Name : Arayaloor
Place : Thirumala
Pin : 695006
State : Kerala
District : Thiruvananthapuram
Taluk : Thiruvananthapuram
Village : Thirumala
Phone Number : 9072345990
Mobile Number : 9072345990

Recruitment Details

Source:	Compassionate	Type:	General	Method:	Direct
Adv. memo No.:	GO(MS)No90/2011/leg	Adv. Memo Date:	01/02/2011	SI No. in Memo:	1
App. order No:	19220/AcA4/2010/leg	App. order Date:	03/02/2011	Entry Category:	State Subordinate
Is Dist. Recruit ?	N	Selected District:			

Police Verification Details

Ref No. :		Ver Report Date:		Police Station:	
Remarks :					

Qualifications							
Course Type	Course Name	Subject	University	Institution	Class Obtained	Reg No.	Year Of Pass
Graduation-Arts	B A	Arts	University of Kerala				2002
Graduation-Education	B Ed	education	University of Kerala				2003
Certificate	DTP	DTP	PRE EXAM TRAINING CENTRE				2002
Certificate	data entry operator	dataentry	Government of India				2000

Details Of Dependents		
Name	Relationship	Date Of Birth
Rosely	Grand Mother	

Departmental Tests Passed							
Department	Test Name	Month	Year	Reg No.	Certificate No	Certificate Date	
Legislature Secretariat	Account Test Higher	1	2014	101015	1499/14		
Legislature Secretariat	Secretariat Manual	7	2011	10187			

Details of Training Programs Attended							
Course Title	Sponsored By	Conducted By	City Name	Country	Qualification	Training From	Training To

Previous Qualifying Services					
Office	Post Held	Date From	Date To	Reason For Termination	

Details of Declaration of Probation						
Department	District	Office	Designation	With Effect From	Probation Order No	Probation Order Date
Legislature Secretariat	Thiruvananthapuram	Legislature Secretariat	Assistant	07/02/2013	12631/SA2/2013/LEG	21/03/2013

Details of Regularisation						
Department	District	Office	Designation	Date of Entry	Order No	Order Date
Legislature Secretariat	Thiruvananthapuram	Legislature Secretariat	Assistant	07/02/2011	19220/AcA4/2010/Leg	16/03/2012

Service Details							
Department	Category	Date From	Date To	Office	Designation	Basic Pay	Remarks
Legislature Secretariat	State Subordinate	07/02/2011 -	31/01/2012 -	Legislature Secretariat	Assistant	13900	
Legislature Secretariat	State Subordinate	01/02/2012 FN	06/02/2013 AN	Legislature Secretariat	Assistant	14260	
Legislature Secretariat	State Subordinate	07/02/2013 -	04/06/2013 -	Legislature Secretariat	Assistant	14620	
Legislature Secretariat	State Subordinate	05/06/2013 FN	31/05/2014 AN	Legislature Secretariat	Assistant - Senior Grade	16180	
Legislature Secretariat	State Subordinate	01/06/2014 FN	30/06/2014 AN	Legislature Secretariat	Assistant - Senior Grade	16580	
Legislature Secretariat	State Subordinate	01/07/2014 FN	31/05/2015 AN	Legislature Secretariat	Assistant - Senior Grade	32300	Pay Fixation
Legislature Secretariat	State Subordinate	01/06/2015 -	31/05/2016 -	Legislature Secretariat	Assistant - Senior Grade	33100	
Legislature Secretariat	State Subordinate	01/06/2016 -	31/05/2017 -	Legislature Secretariat	Assistant - Senior Grade	33900	
Legislature Secretariat	State Subordinate	01/06/2017 -	31/05/2018 -	Legislature Secretariat	Assistant - Senior Grade	34800	
Legislature Secretariat	State Subordinate	01/06/2018 -	30/04/2019 -	Legislature Secretariat	Assistant - Senior Grade	35700	Promotion
Legislature Secretariat	State Subordinate	01/05/2019 -	31/05/2019 -	Legislature Secretariat	Assistant Section Officer	37500	
Legislature Secretariat	State Subordinate	01/06/2019 -	30/06/2019 -	Legislature Secretariat	Assistant Section Officer	38500	
Legislature Secretariat	State Subordinate	01/07/2019 -	31/05/2020 -	Legislature Secretariat	Assistant Section Officer	53900	
Legislature Secretariat	State Subordinate	01/06/2020 -	31/05/2021 -	Legislature Secretariat	Assistant Section Officer	55200	

Disciplinary Actions

Ref No	Ref date	Nature of charge	Enquiry officer	File No	Penalty	Penalty remarks	Penalty start date	Penalty order No	Penalty order date	Penalty revoke order date	Revoke order no	Revoke order date

Details of Award Received

Department	District	Office	Nature Of Award	Purpose	Date Of Award

Leave On Credit		
As On Date	Leave Type	Days On Credit
02/08/2012	Earned Leave	32.77
02/02/2014	Earned Leave	31.00
06/04/2015	Earned Leave	40.00
18/04/2016	Earned Leave	44.00
31/05/2017	Earned Leave	51.00
07/06/2018	Earned Leave	56.00
25/09/2018	Earned Leave	36.00
22/07/2019	Earned Leave	30.00
07/02/2020	Half Pay Leave	104.00

Leave Availed					
Leave Type	From Date	To Date	Purpose	Sanction No	Sanction By
Half Pay Leave	15/12/2020	26/02/2021		01/2021	US/Services
Half Pay Leave	02/03/2021	31/03/2021		02/2021	US/Services
Leave Without Allowance without MC (Rule 88)	05/04/2021	30/04/2021		235/2021	US/Services

Encashment of Leave During Service				
As on date	No. of days	Amount	Sanction Order No	Sanction Date
03/08/2012	30	20819	997/2012	08/08/2012
03/02/2014	30	27513	212/2014	11/02/2014
07/04/2015	30	30984	446/2015	10/04/2015
19/04/2016	30	37486	582/2015	21/04/2016
01/06/2017	30	42072	951/2017	05/06/2017
08/06/2018	30	42072	984/2018	12/06/2018
26/09/2018	30	43455	1553/2018	27/09/2018
20/07/2019	30	48600	1069/19	25/07/2019

Nominations for PF, Pensionary and other claims					
Benefit Name	Nominee name	Nominee address	Relationship	Invalid on the happening of	Amount Portion

Annual Performance Report submission details			
Period from	Period To	Submitted(Y/ N)	Submitted Date

Annual Property Return submission details			
Period from	Period To	Submitted(Y/ N)	Submitted date

Details of official accommodation availed (Quarters)						
Station	From date	To date	Is Eligible for HRA	Address	Sanction No	Sanction date

Details of disbursement of loans like HBA, MCA, GPF advance etc.					
Loan Item	Instalment No.	Disbursement date	Amount	Order number	Order date

Details of current Loans/ Advance Recovery									
Loan Item	Loan Acc No	Loan Amount	Instalment Amount	No.of Instalments	Last Instalment No.	Amount already paid	Status	Freeze Recovery	Principal or Interest

Details of benefits like GPF, GI, SLI, FBS, D.C.R.G, Pension etc					
Benefit Type	Identifying No.	Sum Assured	Subscription	Risk Effect From	Maturity Date

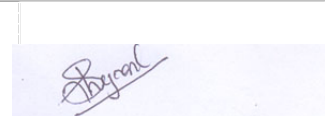
Present Salary Details					
Basic Pay:	56500	Bill type:	ASO	Acquittance Group:	ASSISTANTS A
Last Change Date:	01/06/2021	Next Incr. Date:	01/06/2022		
Credit To Bank:	Y	Bank:		Account No.:	799012600360098

Additional Pay and Allowances		
Description	Amount	W.E.Date

Deductions and Recoveries			
SINo.	Deduction	Amount	Details
1	Excess Pay Drawn(000)	12997	12997
0	State Life Insurance-sub(129)	500	500
1	State Life Insurance-sub(129)	1500	1500
0	LIC Premium(303)	435	435
1	LIC Premium(303)	287	287
2	LIC Premium(303)	497	497
3	LIC Premium(303)	245	245
4	LIC Premium(303)	350	350
5	LIC Premium(303)	2467	2467
1	Income tax(311)	5000	5000
1	Group Insurance Scheme(324)	800	800
0	GPAI Scheme(375)	500	500
1	GPF - Monthly Sub.(701)	10000	10000
1	Arrear to PF(709)	111095	111095
1	Ocki Relief Fund Contribution	300	300
0	Profession Tax(777)	1250	1250

Government of Kerala
Service and Payroll Administrative Repository for Kerala
Employee Data Sheet

PEN : 620331 **Name :** SHYNA S L



Personal Memoranda

Sex :	F	Nationality :	India
Date of birth :	23/05/1974	Date of superannuation :	31/05/2030
Father's Name:	SOMAN P	Mother's Name:	LALITHA S
Blood group :	A+	Religion :	Hindu
Caste :	EZHAVA	Category(SC/ST/OBC/OC/GEN) :	OBC
Ex-service Men(Yes/No):	N	Physically handicapped(Yes/No) :	N
If Yes, Nature of Hanicap:			
PAN Number :	BGXPS2565L	Ration Card No:	1106133199
Voter Id Card No:	KL20138042243	Marital Status :	M
Spouse's Name :	SURESH R	Is Inter Religion / Caste(Yes/No) :	N
Spouse's Religion:	Hindu	Spouse's Caste :	EZHAVA
Is Spouse Employed(Yes/No):	N	Spouse Employed In :	BUSINESS
Identification Marks 1 :	A black mole on the right forearm		
2 :	A black mole on the forehead		
Height(cm) :	164		

Present Service Details

Department :	Legislature Secretariat	Office :	Legislature Secretariat
Section :		Seat No :	
Employment Type :	Regular	Service category :	State Subordinate
Designation :	Assistant Section Officer	SDO Code :	
P F Type :	GPFKERALA	P F Number :	P&L432308
Date of joining in Gov. Service :	28/02/2011	Date of joining in the Department :	28/02/2011

Details of parent department, if currently on deputaion

Parent Department :		Parent Office :	
Designation :		Deputaion w.e.f :	
Deputaion Year :		Deputation Months :	
Order Number :		Order Date :	

Present Address

House No and Name: TC.3/836, Rajendra Bhavan
Street Name : T.K.D Road
Place : Muttada
Pin : 695025
State : Kerala
District : Thiruvananthapuram
Taluk : Thiruvananthapuram
Village : Kavadiyar
Phone Number : 04712541443
Home Town : neyyattinkara
E-mail Address : shyna2016@gmail.com

Permanent Address

House No and Name: Sreelekshmy
Street Name : Plankala
Place : Poovar.P.O
Pin : 695525
State : Kerala
District : Thiruvananthapuram
Taluk : Neyyatinkara
Village : Thirupuram
Phone Number : 04712541443
Mobile Number : 9446305522

Recruitment Details

Source:	PSC	Type:	General	Method:	Direct
Adv. memo No.:	RIA(1)8803/10/GW	Adv. Memo Date:	01/02/2011	SI No. in Memo:	1
App. order No:	12163/AcA4/2011/Leg	App. order Date:	05/03/2011	Entry Category:	State Subordinate
Is Dist. Recruit ?	N	Selected District:			

Police Verification Details

Ref No. :		Ver Report Date:		Police Station:	
Remarks :					

Qualifications

Course Type	Course Name	Subject	University	Institution	Class Obtained	Reg No.	Year Of Pass
Graduation-Commerce	BCOm	BCom	Kerala		Passed	202816	1995
Graduation-Education	BEd	BEd	Kerala		Passed	18993	2006
Post Graduation-Commerce	MCom	Mcom	Kerala		Passed	1814	1997
SET	SET	SET	DHSE		Passed	71050215	2005

Details Of Dependents		
Name	Relationship	Date Of Birth
Abhinandh S S	Son	
Adhwaith S S	Son	
Suresh R	Husband	

Departmental Tests Passed							
Department	Test Name	Month	Year	Reg No.	Certificate No	Certificate Date	
Legislature Secretariat	Account Test Higher	1	2012	10498 10490	5044/13		
Legislature Secretariat	Account Test Lower	7	2011	10498	3207/12		
Legislature Secretariat	Secretariat Manual	7	2011	10498	3208/12		

Details of Training Programs Attended							
Course Title	Sponsored By	Conducted By	City Name	Country	Qualification	Training From	Training To

Previous Qualifying Services					
Office	Post Held	Date From	Date To	Reason For Termination	

Details of Declaration of Probation						
Department	District	Office	Designation	With Effect From	Probation Order No	Probation Order Date
Legislature Secretariat	Thiruvananthapuram	Legislature Secretariat	Assistant	28/02/2013	12625/SA2/2013/LEG	21/03/2013

Details of Regularisation						
Department	District	Office	Designation	Date of Entry	Order No	Order Date
Legislature Secretariat	Thiruvananthapuram	Legislature Secretariat	Assistant	28/02/2011	12521/AcA4/2012/Leg	01/03/2012

Service Details							
Department	Category	Date From	Date To	Office	Designation	Basic Pay	Remarks
Legislature Secretariat	State Subordinate	28/02/2011 -	31/01/2012 -	Legislature Secretariat	Assistant	13900	
Legislature Secretariat	State Subordinate	01/02/2012 FN	27/02/2013 AN	Legislature Secretariat	Assistant	14260	
Legislature Secretariat	State Subordinate	28/02/2013 -	02/05/2013 -	Legislature Secretariat	Assistant	14620	
Legislature Secretariat	State Subordinate	03/05/2013 -	31/01/2014 -	Legislature Secretariat	Assistant - Senior Grade	16180	
Legislature Secretariat	State Subordinate	01/02/2014 -	30/06/2014 -	Legislature Secretariat	Assistant - Senior Grade	16580	
Legislature Secretariat	State Subordinate	01/07/2014 FN	31/01/2015 AN	Legislature Secretariat	Assistant - Senior Grade	32300	Pay Fixation
Legislature Secretariat	State Subordinate	01/02/2015 FN	31/01/2016 AN	Legislature Secretariat	Assistant - Senior Grade	33100	Increment
Legislature Secretariat	State Subordinate	01/02/2016 -	31/01/2017 -	Legislature Secretariat	Assistant - Senior Grade	33900	
Legislature Secretariat	State Subordinate	01/02/2017 -	31/01/2018 -	Legislature Secretariat	Assistant - Senior Grade	34800	
Legislature Secretariat	State Subordinate	01/02/2018 -	31/07/2018 -	Legislature Secretariat	Assistant - Senior Grade	35700	Promotion
Legislature Secretariat	State Subordinate	01/08/2018 -	31/01/2019 -	Legislature Secretariat	Assistant Section Officer	37500	
Legislature Secretariat	State Subordinate	01/02/2019 -	30/06/2019 -	Legislature Secretariat	Assistant Section Officer	38500	
Legislature Secretariat	State Subordinate	01/07/2019 -	31/01/2020 -	Legislature Secretariat	Assistant Section Officer	53900	
Legislature Secretariat	State Subordinate	01/02/2020 -	31/01/2021 -	Legislature Secretariat	Assistant Section Officer	55200	

Disciplinary Actions

Ref No	Ref date	Nature of charge	Enquiry officer	File No	Penalty	Penalty remarks	Penalty start date	Penalty order No	Penalty order date	Penalty revoke order date	Revoke order no	Revoke order date

Details of Award Received												
Department		District		Office		Nature Of Award		Purpose		Date Of Award		

Leave On Credit		
As On Date	Leave Type	Days On Credit
11/11/2013	Earned Leave	73.00
22/01/2015	Earned Leave	53.00
24/09/2015	Earned Leave	60.00
22/11/2016	Earned Leave	85.00
19/10/2017	Earned Leave	85.00
01/09/2018	Earned Leave	84.00
01/05/2019	Earned Leave	76.00

Leave Aailed					
Leave Type	From Date	To Date	Purpose	Sanction No	Sanction By

Encashment of Leave During Service				
As on date	No. of days	Amount	Sanction Order No	Sanction Date
12/11/2013	30	25895	1437/2013	16/11/2013
01/04/2014	30	27513	570/2014	09/04/2014
25/09/2015	30	32773	1277/2015	08/10/2015
22/11/2016	30	39351	1845/2016	22/11/2016
20/10/2017	30	42072	7/2016	23/10/2017
01/09/2018	30	45525	1432/2018	05/09/2018
03/05/2019	30	48600	645/2019	07/05/2019
01/03/2021	30	51000	353/2021/Leg	04/03/2021

Nominations for PF, Pensionary and other claims					
Benefit Name	Nominee name	Nominee address	Relationship	Invalid on the happening of	Amount Portion

Annual Performance Report submission details			
Period from	Period To	Submitted(Y/ N)	Submitted Date

Annual Property Return submission details			
Period from	Period To	Submitted(Y/ N)	Submitted date

Details of official accommodation availed (Quarters)						
Station	From date	To date	Is Eligible for HRA	Address	Sanction No	Sanction date

Details of disbursement of loans like HBA, MCA, GPF advance etc.					
Loan Item	Instalment No.	Disbursement date	Amount	Order number	Order date

Details of current Loans/ Advance Recovery									
Loan Item	Loan Acc No	Loan Amount	Instalment Amount	No.of Instalments	Last Instalment No.	Amount already paid	Status	Freeze Recovery	Principal or Interest

Details of benefits like GPF, GI, SLI, FBS, D.C.R.G, Pension etc					
Benefit Type	Identifying No.	Sum Assured	Subscription	Risk Effect From	Maturity Date
G.P.F	PL432308	0	8000		
Group Insurance	011201170	0	200		

S.L.I	721101959	0	500		
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Present Salary Details					
Basic Pay:	56500	Bill type:	ASO	Acquittance Group:	ASSISTANTS A
Last Change Date:	01/02/2021	Next Incr. Date:	01/02/2022		
Credit To Bank:	Y	Bank:		Account No.:	799012600360967

Additional Pay and Allowances		
Description	Amount	W.E.Date

Deductions and Recoveries			
SlNo.	Deduction	Amount	Details
0	Excess Pay Drawn(000)	1090	1090
0	State Life Insurance-sub(129)	500	500
1	State Life Insurance-sub(129)	1000	1000
1	Income tax(311)	4000	4000
1	Group Insurance Scheme(324)	1000	1000
0	GPAI Scheme(375)	500	500
1	CMDRF-Flood Relief	4553	4553
0	GPF - Monthly Sub.(701)	8000	8000
1	Arrear to PF(709)	100316	100316
1	Ocki Relief Fund Contribution	500	500
0	Profession Tax(777)	1250	1250

Government of Kerala
Service and Payroll Administrative Repository for Kerala
Employee Data Sheet

PEN : 620359 **Name :** NISHA R ASOK

Nisha R. Asok



Personal Memoranda

Sex :	F	Nationality :	India
Date of birth :	22/05/1982	Date of superannuation :	31/05/2038
Father's Name:	K ASOKAN	Mother's Name:	A RAGINI
Blood group :	O+	Religion :	Hindu
Caste :	EZHAVA	Category(SC/ST/OBC/OC/GEN) :	OBC
Ex-service Men(Yes/No):	N	Physically handicapped(Yes/No) :	N
If Yes, Nature of Hanicap:			
PAN Number :	BAPPA1037H	Ration Card No:	1421095390
Voter Id Card No:	KTK1261296	Marital Status :	M
Spouse's Name :	DEEPAK P S	Is Inter Religion / Caste(Yes/No) :	N
Spouse's Religion:	Hindu	Spouse's Caste :	EZHAVA
Is Spouse Employed(Yes/No):	Y	Spouse Employed In :	Consultant Engineer
Identification Marks 1 :	A BLACK MOLE ON THE RIGHT SIDE OF THE NECK		
2 :	A black mole on the ventral side of the left hand		
Height(cm) :	160		

Present Service Details

Department :	Legislature Secretariat	Office :	Legislature Secretariat
Section :		Seat No :	
Employment Type :	Regular	Service category :	State Subordinate
Designation :	Assistant Section Officer	SDO Code :	
P F Type :	GPFKERALA	P F Number :	P&L432309
Date of joining in Gov. Service :	28/02/2011	Date of joining in the Department :	28/02/2011

Details of parent department, if currently on deputaion

Parent Department :		Parent Office :	
Designation :		Deputaion w.e.f :	
Deputaion Year :		Deputation Months :	
Order Number :		Order Date :	

Present Address

House No and Name:	Sadhana
Street Name :	Karanma
Place :	Vallikkunnam
Pin :	691602
State :	Kerala
District :	Alappuzha
Taluk :	Mavelikkara
Village :	Vallikunnam
Phone Number :	04792336127
Home Town :	MAVELIKKARA
E-mail Address :	nishadeepakpaalani@gmail.com

Permanent Address

House No and Name:	Paalaniyil II/259
Street Name :	KARANMA
Place :	VALLIKUNNAM
Pin :	691602
State :	Kerala
District :	Alappuzha
Taluk :	Mavelikkara
Village :	Vallikunnam
Phone Number :	04792336127
Mobile Number :	9747825681

Recruitment Details

Source:	PSC	Type:	General	Method:	Direct
Adv. memo No.:	RWA 8803/10/GW(3)	Adv. Memo Date:	01/02/2011	SI No. in Memo:	1
App. order No:	12163/AcA4/2011/leg	App. order Date:	21/02/2011	Entry Category:	State Subordinate
Is Dist. Recruit ?	Y	Selected District:	Thiruvananthapuram		

Police Verification Details

Ref No. :		Ver Report Date:		Police Station:	
Remarks :					

Qualifications

Course Type	Course Name	Subject	University	Institution	Class Obtained	Reg No.	Year Of Pass
Graduation-Arts	B A	Arts	University of Kerala				2002
Graduation-Law	L.L.B	law	University of Kerala				2005

Details Of Dependents		
Name	Relationship	Date Of Birth
Deepak P S	Husband	22/05/1974
Lekshmi Poornima N	Daughter	

Departmental Tests Passed							
Department	Test Name	Month	Year	Reg No.	Certificate No	Certificate Date	
Legislature Secretariat	Account Test Higher	7	2014	124337	27184#1#9		
Legislature Secretariat	Account Test Lower	7	2011	13284	1411/12		
Legislature Secretariat	Secretariat Manual	7	2011	13284	1412/12		

Details of Training Programs Attended							
Course Title	Sponsored By	Conducted By	City Name	Country	Qualification	Training From	Training To

Previous Qualifying Services					
Office	Post Held	Date From	Date To	Reason For Termination	

Details of Declaration of Probation						
Department	District	Office	Designation	With Effect From	Probation Order No	Probation Order Date
Legislature Secretariat	Thiruvananthapuram	Legislature Secretariat	Assistant	04/05/2013	12618/SA2/2013/leg	21/06/2013

Details of Regularisation						
Department	District	Office	Designation	Date of Entry	Order No	Order Date
Legislature Secretariat	Thiruvananthapuram	Legislature Secretariat	Assistant	28/02/2011	12521/(ACA4)/2012/Le g	01/03/2012

Service Details							
Department	Category	Date From	Date To	Office	Designation	Basic Pay	Remarks
Legislature Secretariat	State Subordinate	28/02/2011 -	31/01/2012 -	Legislature Secretariat	Assistant	13900	
Legislature Secretariat	State Subordinate	01/02/2012 -	26/02/2013 -	Legislature Secretariat	Assistant	14260	
Legislature Secretariat	State Subordinate	01/02/2013 -	31/01/2014 -	Legislature Secretariat	Assistant - Senior Grade	16580	
Legislature Secretariat	State Subordinate	27/02/2013 -	31/01/2013 -	Legislature Secretariat	Assistant - Senior Grade	16180	
Legislature Secretariat	State Subordinate	01/02/2014 FN	30/06/2014 AN	Legislature Secretariat	Assistant - Senior Grade	16580	
Legislature Secretariat	State Subordinate	01/07/2014 FN	31/01/2015 AN	Legislature Secretariat	Assistant - Senior Grade	32300	Pay Fixation
Legislature Secretariat	State Subordinate	01/02/2015 FN	31/01/2016 AN	Legislature Secretariat	Assistant - Senior Grade	33100	Increment
Legislature Secretariat	State Subordinate	01/02/2016 -	31/01/2017 -	Legislature Secretariat	Assistant - Senior Grade	33900	
Legislature Secretariat	State Subordinate	01/02/2017 -	31/01/2018 -	Legislature Secretariat	Assistant - Senior Grade	34800	
Legislature Secretariat	State Subordinate	01/02/2018 -	30/04/2018 -	Legislature Secretariat	Assistant Section Officer	35700	
Legislature Secretariat	State Subordinate	01/05/2018 -	31/01/2019 -	Legislature Secretariat	Assistant Section Officer	37500	
Legislature Secretariat	State Subordinate	01/02/2019 -	30/06/2019 -	Legislature Secretariat	Assistant Section Officer	38500	
Legislature Secretariat	State Subordinate	01/07/2019 -	31/01/2020 -	Legislature Secretariat	Assistant Section Officer	53900	
Legislature Secretariat	State Subordinate	01/02/2020 -	31/01/2021 -	Legislature Secretariat	Assistant Section Officer	55200	

Disciplinary Actions												
Ref No	Ref date	Nature of charge	Enquiry officer	File No	Penalty	Penalty remarks	Penalty start date	Penalty order No	Penalty order date	Penalty revoke order date	Revoke order no	Revoke order date

Details of Award Received

Department	District	Office	Nature Of Award	Purpose	Date Of Award

Leave On Credit

As On Date	Leave Type	Days On Credit
26/11/2014	Earned Leave	43.00
30/11/2017	Earned Leave	92.00
01/07/2018	Earned Leave	75.00
01/06/2019	Earned Leave	67.00
28/02/2021	Half Pay Leave	60.00

Leave Availed

Leave Type	From Date	To Date	Purpose	Sanction No	Sanction By
Leave Without Allowance without MC (Rule 88)	02/04/2012	16/05/2012			us
Half Pay Leave	31/08/2021	08/10/2021		02/2021	US/Services

Encashment of Leave During Service

As on date	No. of days	Amount	Sanction Order No	Sanction Date
27/11/2014	30	29823	1712/2014	08/12/2014
01/12/2017	30	42072	1901/2017	07/12/2017
12/07/2018	30	45525	1153/2018	13/07/2018
07/06/2019	30	48600	857/2019	13/06/2019

Nominations for PF, Pensionary and other claims

Benefit Name	Nominee name	Nominee address	Relationship	Invalid on the happening of	Amount Portion

Annual Performance Report submission details

Period from	Period To	Submitted(Y/ N)	Submitted Date

Annual Property Return submission details

Period from	Period To	Submitted(Y/ N)	Submitted date

Details of official accommodation availed (Quarters)

Station	From date	To date	Is Eligible for HRA	Address	Sanction No	Sanction date

Details of disbursement of loans like HBA, MCA, GPF advance etc.

Loan Item	Instalment No.	Disbursement date	Amount	Order number	Order date

Details of current Loans/ Advance Recovery

Loan Item	Loan Acc No	Loan Amount	Instalment Amount	No.of Instalments	Last Instalment No.	Amount already paid	Status	Freeze Recovery	Principal or Interest

Details of benefits like GPF, GI, SLI, FBS, D.C.R.G, Pension etc

Benefit Type	Identifying No.	Sum Assured	Subscription	Risk Effect From	Maturity Date

Present Salary Details

Basic Pay:	56500	Bill type:	ASO	Acquittance Group:	ASSISTANTS A
Last Change Date:	01/02/2021	Next Incr. Date:	01/02/2022		
Credit To Bank:	Y	Bank:		Account No.:	799012600514879

Additional Pay and Allowances

Description	Amount	W.E.Date

Deductions and Recoveries			
SINo.	Deduction	Amount	Details
0	Excess Pay Drawn(000)	1092	1092
1	Excess Pay Drawn(000)	975	975
0	State Life Insurance-sub(129)	400	400
1	State Life Insurance-sub(129)	1000	1000
1	Income tax(311)	4000	4000
1	Group Insurance Scheme(324)	800	800
0	GPAI Scheme(375)	500	500
0	CMDRF-Flood Relief	2750	2750
1	GPF - Monthly Sub.(701)	3500	3500
1	Arrear to PF(709)	100316	100316
1	Ocki Relief Fund Contribution	300	300
0	Profession Tax(777)	1250	1250

Government of Kerala
Service and Payroll Administrative Repository for Kerala
Employee Data Sheet

PEN : 626043 **Name :** NIZAR A



Personal Memoranda

Sex :	M	Nationality :	India
Date of birth :	30/05/1985	Date of superannuation :	31/05/2041
Father's Name:	ABOOBAKER	Mother's Name:	RAHUMA BEEVI
Blood group :	O-	Religion :	Islam
Caste :	MUSLIM	Category(SC/ST/OBC/OC/GEN) :	OBC
Ex-service Men(Yes/No):	N	Physically handicapped(Yes/No) :	N
If Yes, Nature of Hanicap:			
PAN Number :	AMLPN0974B	Ration Card No:	1106268155
Voter Id Card No:	FDQ1313980	Marital Status :	M
Spouse's Name :	SUJINA S	Is Inter Religion / Caste(Yes/No) :	N
Spouse's Religion:	Islam	Spouse's Caste :	MUSLIM
Is Spouse Employed(Yes/No):	N	Spouse Employed In :	NA
Identification Marks 1 :	A black mole on the upper part of the left chest		
2 :	A black mole on the lower lip		
Height(cm) :	170		

Present Service Details

Department :	Legislature Secretariat	Office :	Legislature Secretariat
Section :		Seat No :	
Employment Type :	Regular	Service category :	State Subordinate
Designation :	Assistant Section Officer	SDO Code :	
P F Type :	GPFKERALA	P F Number :	P&L432306
Date of joining in Gov. Service :	26/02/2011	Date of joining in the Department :	26/02/2011

Details of parent department, if currently on deputaion

Parent Department :		Parent Office :	
Designation :		Deputaion w.e.f :	
Deputaion Year :		Deputation Months :	
Order Number :		Order Date :	

Present Address

House No and Name: Darul Iman
Street Name : Muthayil Killy
Place : KOLLODE
Pin : 695571
State : Kerala
District : Thiruvananthapuram
Taluk : Kattakkada
Village : Kulathummal
Phone Number : 4712512419
Home Town : THIRUVANANTHAPURAM
E-mail Address : nizarkilly123@gmail.com

Permanent Address

House No and Name: Darul Iman
Street Name : Muthayil Killy
Place : KOLLODE
Pin : 695571
State : Kerala
District : Thiruvananthapuram
Taluk : Kattakkada
Village : Kulathummal
Phone Number : 4712512419
Mobile Number : 9946536901

Recruitment Details

Source:	PSC	Type:	General	Method:	Direct
Adv. memo No.:	RIA(1)8803/10/GW(3)	Adv. Memo Date:	01/02/2011	SI No. in Memo:	1
App. order No:	12163/AcA4/2011/leg	App. order Date:	21/02/2011	Entry Category:	State Subordinate
Is Dist. Recruit ?	N	Selected District:			

Police Verification Details

Ref No. :		Ver Report Date:		Police Station:	
Remarks :					

Qualifications							
Course Type	Course Name	Subject	University	Institution	Class Obtained	Reg No.	Year Of Pass
Graduation-Arts	B A	Arts	University of Kerala				2006

Details Of Dependents		
Name	Relationship	Date Of Birth
Aboobacker	Father	
Rahuma Beevi	Mother	
Ryan Muhammed N S	Son	07/10/2016
Sana Fathima N S	Daughter	24/08/2012
Sujina S	Wife	

Departmental Tests Passed							
Department	Test Name	Month	Year	Reg No.	Certificate No	Certificate Date	
Legislature Secretariat	Account Test Higher	1	2012	10305	9452/12		
Legislature Secretariat	Account Test Lower	7	2011	10297	4373/12		
Legislature Secretariat	Secretariat Manual	7	2011	10297	4372/12		

Details of Training Programs Attended							
Course Title	Sponsored By	Conducted By	City Name	Country	Qualification	Training From	Training To

Previous Qualifying Services					
Office	Post Held	Date From	Date To	Reason For Termination	

Details of Declaration of Probation						
Department	District	Office	Designation	With Effect From	Probation Order No	Probation Order Date
Legislature Secretariat	Thiruvananthapuram	Legislature Secretariat	Assistant	11/03/2013	12623/SA2/2013/LEG	21/03/2013

Details of Regularisation						
Department	District	Office	Designation	Date of Entry	Order No	Order Date
Legislature Secretariat	Thiruvananthapuram	Legislature Secretariat	Assistant	26/02/2011	12521/(ACA4)/2012/Le g	01/03/2012

Service Details							
Department	Category	Date From	Date To	Office	Designation	Basic Pay	Remarks
Legislature Secretariat	State Subordinate	26/02/2011 -	31/01/2012 -	Legislature Secretariat	Assistant	13900	
Legislature Secretariat	State Subordinate	01/02/2012 FN	26/02/2013 AN	Legislature Secretariat	Assistant	13900	
Legislature Secretariat	State Subordinate	27/02/2013 -	31/01/2014 -	Legislature Secretariat	Assistant - Senior Grade	16180	
Legislature Secretariat	State Subordinate	01/02/2014 -	30/06/2014 -	Legislature Secretariat	Assistant - Senior Grade	16580	
Legislature Secretariat	State Subordinate	01/07/2014 FN	31/01/2015 AN	Legislature Secretariat	Assistant - Senior Grade	32300	Pay Fixation
Legislature Secretariat	State Subordinate	01/02/2015 FN	31/01/2016 AN	Legislature Secretariat	Assistant - Senior Grade	33100	Increment
Legislature Secretariat	State Subordinate	01/02/2016 -	31/01/2017 -	Legislature Secretariat	Assistant - Senior Grade	33900	
Legislature Secretariat	State Subordinate	01/02/2017 -	31/01/2018 -	Legislature Secretariat	Assistant - Senior Grade	34800	
Legislature Secretariat	State Subordinate	01/02/2018 -	30/06/2018 -	Legislature Secretariat	Assistant - Senior Grade	35700	promotion
Legislature Secretariat	State Subordinate	01/07/2018 -	31/01/2019 -	Legislature Secretariat	Assistant Section Officer	37500	
Legislature Secretariat	State Subordinate	01/02/2019 -	30/06/2019 -	Legislature Secretariat	Assistant Section Officer	38500	
Legislature Secretariat	State Subordinate	01/07/2019 -	31/01/2020 -	Legislature Secretariat	Assistant Section Officer	53900	
Legislature Secretariat	State Subordinate	01/02/2020 -	31/01/2021 -	Legislature Secretariat	Assistant Section Officer	55200	

Disciplinary Actions												
Ref No	Ref date	Nature of charge	Enquiry officer	File No	Penalty	Penalty remarks	Penalty start date	Penalty order No	Penalty order date	Penalty revoke order date	Revoke order no	Revoke order date

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Details of Award Received					
Department	District	Office	Nature Of Award	Purpose	Date Of Award

Leave On Credit		
As On Date	Leave Type	Days On Credit
02/08/2012	Earned Leave	31.00
31/03/2015	Earned Leave	45.00
31/03/2016	Earned Leave	48.00
31/03/2017	Earned Leave	33.00
31/03/2018	Earned Leave	53.00
25/09/2018	Earned Leave	39.00
06/08/2019	Earned Leave	37.00

Leave Availed					
Leave Type	From Date	To Date	Purpose	Sanction No	Sanction By

Encashment of Leave During Service				
As on date	No. of days	Amount	Sanction Order No	Sanction Date
03/08/2012	30	20819	997/2012	08/08/2012
24/06/2013	30	25895	831/2013	29/06/2013
01/04/2014	30	28165	570/2014	09/04/2014
01/04/2015	30	31754	446/2015	10/04/2015
01/04/2016	30	38334	558/2016	18/04/2016
01/04/2017	30	41376	579/2017/Nise	07/04/2017
01/04/2018	30	43098	543/2018	09/04/2018
26/09/2018	30	45525	1553/2018	27/09/2018
06/08/2019	30	48600	1147/2019	07/08/2019
10/12/2020	30	49800	1202/2020/leg	17/12/2020

Nominations for PF, Pensionary and other claims					
Benefit Name	Nominee name	Nominee address	Relationship	Invalid on the happening of	Amount Portion

Annual Performance Report submission details			
Period from	Period To	Submitted(Y/ N)	Submitted Date

Annual Property Return submission details			
Period from	Period To	Submitted(Y/ N)	Submitted date

Details of official accommodation availed (Quarters)						
Station	From date	To date	Is Eligible for HRA	Address	Sanction No	Sanction date

Details of disbursement of loans like HBA, MCA, GPF advance etc.						
Loan Item	Instalment No.	Disbursement date	Amount	Order number	Order date	

Details of current Loans/ Advance Recovery									
Loan Item	Loan Acc No	Loan Amount	Instalment Amount	No.of Instalments	Last Instalment No.	Amount already paid	Status	Freeze Recovery	Principal or Interest

Details of benefits like GPF, GI, SLI, FBS, D.C.R.G, Pension etc					
Benefit Type	Identifying No.	Sum Assured	Subscription	Risk Effect From	Maturity Date

Present Salary Details

Basic Pay:	56500	Bill type:	ASO	Acquittance Group:	ASSISTANTS A
Last Change Date:	01/02/2021	Next Incr. Date:	01/02/2022		
Credit To Bank:	Y	Bank:		Account No.:	799012600361413

Additional Pay and Allowances		
Description	Amount	W.E.Date

Deductions and Recoveries			
SI No.	Deduction	Amount	Details
0	Excess Pay Drawn(000)	1090	1090
0	State Life Insurance-sub(129)	500	500
1	State Life Insurance-sub(129)	1000	1000
0	LIC Premium(303)	549	549
1	Group Insurance Scheme(324)	800	800
0	GPAI Scheme(375)	500	500
0	CMDRF-Flood Relief	2750	2750
1	GPF - Monthly Sub.(701)	10000	10000
1	Arrear to PF(709)	108561	108561
1	Ocki Relief Fund Contribution	250	250
0	Profession Tax(777)	1250	1250

Government of Kerala
Service and Payroll Administrative Repository for Kerala
Employee Data Sheet

PEN : 626081 **Name :** PRAMOD P



Personal Memoranda

Sex :	M	Nationality :	India
Date of birth :	31/05/1985	Date of superannuation :	31/05/2041
Father's Name:	K PRABHAKARAN PILLAI	Mother's Name:	G SREEKUMARI
Blood group :	A+	Religion :	Hindu
Caste :	NAIR	Category(SC/ST/OBC/OC/GEN) :	Gen
Ex-service Men(Yes/No):	N	Physically handicapped(Yes/No) :	N
If Yes, Nature of Hanicap:			
PAN Number :	BUBPP2942N	Ration Card No:	1104019238
Voter Id Card No:	123456	Marital Status :	M
Spouse's Name :	Akshima G V Dev	Is Inter Religion / Caste(Yes/No) :	N
Spouse's Religion:	Hindu	Spouse's Caste :	Nair
Is Spouse Employed(Yes/No):	N	Spouse Employed In :	
Identification Marks 1 :	A MOLE ON THE UPPER RIGHT ARM		
2 :	A MOLE ON THE RIGHT SIDE LIP		
Height(cm) :	165		

Present Service Details

Department :	Legislature Secretariat	Office :	Legislature Secretariat
Section :		Seat No :	
Employment Type :	Regular	Service category :	State Subordinate
Designation :	Assistant Section Officer	SDO Code :	
P F Type :	GPFKERALA	P F Number :	P&L431681
Date of joining in Gov. Service :	07/08/2010	Date of joining in the Department :	26/02/2011

Details of parent department, if currently on deputaion

Parent Department :		Parent Office :	
Designation :		Deputaion w.e.f :	
Deputaion Year :		Deputation Months :	
Order Number :		Order Date :	

Present Address

House No and Name: CHUNDAVILA VEEDU MRA-40
Street Name : NEAR GHSS
Place : ATTINGAL P O
Pin : 695101
State : Kerala
District : Thiruvananthapuram
Taluk : Chirayinkeezhu
Village : Attingal
Phone Number : 9447270552
Home Town : ATTINGAL
E-mail Address : pramuattingal@gmail.com

Permanent Address

House No and Name: CHUNDAVILA VEEDU MRA-40
Street Name : NEAR GHSS
Place : ATTINGAL P O
Pin : 695101
State : Kerala
District : Thiruvananthapuram
Taluk : Chirayinkeezhu
Village : Attingal
Phone Number : 9447270552
Mobile Number : 9446751837

Recruitment Details

Source:	PSC	Type:	General	Method:	Direct
Adv. memo No.:	RIA(1)8803/10/GW	Adv. Memo Date:	01/02/2011	SI No. in Memo:	1
App. order No:	12163/AcA4/2011/Leg	App. order Date:	21/02/2011	Entry Category:	State Subordinate
Is Dist. Recruit ?	N	Selected District:			

Police Verification Details

Ref No. :		Ver Report Date:		Police Station:	
Remarks :					

Qualifications

Course Type	Course Name	Subject	University	Institution	Class Obtained	Reg No.	Year Of Pass
Graduation-Science	BSc	Science	Kerala		Passed	373582	2005

Details Of Dependents		
Name	Relationship	Date Of Birth

Departmental Tests Passed							
Department	Test Name	Month	Year	Reg No.	Certificate No	Certificate Date	
Legislature Secretariat	Account Test Higher	7	2011	12550 12463 10319	9455/12		
Legislature Secretariat	Account Test Lower	7	2011	12463 12550 10319	9454/12		
Legislature Secretariat	Secretariat Manual	7	2011	12550	9456/12		

Details of Training Programs Attended							
Course Title	Sponsored By	Conducted By	City Name	Country	Qualification	Training From	Training To

Previous Qualifying Services					
Office	Post Held	Date From	Date To	Reason For Termination	

Details of Declaration of Probation						
Department	District	Office	Designation	With Effect From	Probation Order No	Probation Order Date
Legislature Secretariat	Thiruvananthapuram	Legislature Secretariat	Assistant	28/02/2013	12627/SA2/2013/LEG	21/03/2013

Details of Regularisation						
Department	District	Office	Designation	Date of Entry	Order No	Order Date
Legislature Secretariat	Thiruvananthapuram	Legislature Secretariat	Assistant	26/02/2011	12521/AcA4/2012/Leg	01/03/2012

Service Details							
Department	Category	Date From	Date To	Office	Designation	Basic Pay	Remarks
PANCHAYATS	State LastGr Service	07/08/2010 FN	25/02/2011 AN	Navaikulam Grama Panchayat	Office Attendant Gr II	4510	
Legislature Secretariat	State Subordinate	26/02/2011 -	31/01/2012 -	Legislature Secretariat	Assistant	13900	
Legislature Secretariat	State Subordinate	01/02/2012 FN	27/02/2013 AN	Legislature Secretariat	Assistant	13900	
Legislature Secretariat	State Subordinate	28/02/2013 -	12/05/2013 -	Legislature Secretariat	Assistant	14620	
Legislature Secretariat	State Subordinate	13/05/2013 -	31/01/2014 -	Legislature Secretariat	Assistant - Senior Grade	16180	
Legislature Secretariat	State Subordinate	01/02/2014 -	30/06/2014 -	Legislature Secretariat	Assistant - Senior Grade	16580	
Legislature Secretariat	State Subordinate	01/07/2014 FN	31/01/2015 AN	Legislature Secretariat	Assistant - Senior Grade	32300	Pay Fixation
Legislature Secretariat	State Subordinate	01/02/2015 FN	31/01/2016 AN	Legislature Secretariat	Assistant - Senior Grade	33100	Increment
Legislature Secretariat	State Subordinate	01/02/2016 -	31/01/2017 -	Legislature Secretariat	Assistant - Senior Grade	33900	
Legislature Secretariat	State Subordinate	01/02/2017 -	31/01/2018 -	Legislature Secretariat	Assistant - Senior Grade	34800	
Legislature Secretariat	State Subordinate	01/02/2018 -	31/12/2018 -	Legislature Secretariat	Assistant - Senior Grade	35700	
Legislature Secretariat	State Subordinate	01/01/2019 FN	31/01/2019 AN	Legislature Secretariat	Assistant Section Officer	37500	Promotion
Legislature Secretariat	State Subordinate	01/02/2019 -	30/06/2019 -	Legislature Secretariat	Assistant Section Officer	38500	
Legislature Secretariat	State Subordinate	01/07/2019 -	31/01/2020 -	Legislature Secretariat	Assistant Section Officer	53900	
Legislature Secretariat	State Subordinate	01/02/2020 -	31/01/2021 -	Legislature Secretariat	Assistant Section Officer	55200	

Disciplinary Actions												
Ref No	Ref date	Nature of charge	Enquiry officer	File No	Penalty	Penalty remarks	Penalty start date	Penalty order No	Penalty order date	Penalty revoke order date	Revoke order no	Revoke order date

Details of Award Received					
Department	District	Office	Nature Of Award	Purpose	Date Of Award

Leave On Credit		
As On Date	Leave Type	Days On Credit
20/04/2012	Earned Leave	21.59
21/04/2012	Earned Leave	40.04
11/08/2013	Earned Leave	40.00
31/03/2014	Earned Leave	30.00
30/08/2014	Half Pay Leave	68.00
22/01/2015	Earned Leave	41.00
31/03/2015	Earned Leave	47.00
31/03/2016	Earned Leave	50.00
02/04/2017	Earned Leave	45.00
31/03/2018	Earned Leave	55.00
01/04/2019	Earned Leave	58.00

Leave Availed					
Leave Type	From Date	To Date	Purpose	Sanction No	Sanction By
Paternity Leave	14/09/2020	23/09/2020	paternity leave	337/2020	under secretary

Encashment of Leave During Service				
As on date	No. of days	Amount	Sanction Order No	Sanction Date
21/04/2012	30	19821	530/2012	21/04/2012
12/08/2013	30	25895	1723/2013	27/08/2013
01/04/2014	30	27513	570/2014	09/04/2014
01/04/2015	30	30984	446/2015	10/04/2015
01/04/2016	30	38334	558/2016	18/04/2016
03/04/2017	30	41376	608/2017/Nise	11/04/2017
01/04/2018	30	43098	543/2018	09/04/2018
01/04/2019	30	46675	499/2019	06/04/2019
10/12/2020	30	49800	1202/2020/leg	17/12/2020

Nominations for PF, Pensionary and other claims					
Benefit Name	Nominee name	Nominee address	Relationship	Invalid on the happening of	Amount Portion

Annual Performance Report submission details			
Period from	Period To	Submitted(Y/ N)	Submitted Date

Annual Property Return submission details			
Period from	Period To	Submitted(Y/ N)	Submitted date

Details of official accommodation availed (Quarters)						
Station	From date	To date	Is Eligible for HRA	Address	Sanction No	Sanction date

Details of disbursement of loans like HBA, MCA, GPF advance etc.					
Loan Item	Instalment No.	Disbursement date	Amount	Order number	Order date

Details of current Loans/ Advance Recovery									
Loan Item	Loan Acc No	Loan Amount	Instalment Amount	No.of Instalments	Last Instalment No.	Amount already paid	Status	Freeze Recovery	Principal or Interest

Details of benefits like GPF, GI, SLI, FBS, D.C.R.G, Pension etc					
Benefit Type	Identifying No.	Sum Assured	Subscription	Risk Effect From	Maturity Date
G.P.F	P&L 431681	0	3500		
Group Insurance	011201172	0	200		

S.L.I	721102000	0	500		
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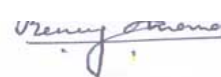
Present Salary Details					
Basic Pay:	56500	Bill type:	ASO	Acquittance Group:	ASSISTANTS A
Last Change Date:	01/02/2021	Next Incr. Date:	01/02/2022		
Credit To Bank:	Y	Bank:		Account No.:	799012600361433

Additional Pay and Allowances		
Description	Amount	W.E.Date

Deductions and Recoveries			
SI No.	Deduction	Amount	Details
0	Excess Pay Drawn(000)	1090	1090
0	State Life Insurance-sub(129)	500	500
1	State Life Insurance-sub(129)	1000	1000
0	LIC Premium(303)	832	832
1	Group Insurance Scheme(324)	800	800
0	GPAI Scheme(375)	500	500
1	CMDRF-Flood Relief	2984	2984
3	GPF - Monthly Sub.(701)	10000	10000
1	Arrear to PF(709)	106636	106636
1	Ocki Relief Fund Contribution	500	500
0	Profession Tax(777)	1250	1250

Government of Kerala
Service and Payroll Administrative Repository for Kerala
Employee Data Sheet

PEN : 626119 **Name :** BENCY ANAND



Personal Memoranda

Sex :	F	Nationality :	India
Date of birth :	21/05/1982	Date of superannuation :	31/05/2038
Father's Name:	M R BRAHMANANDAN	Mother's Name:	N SUSEELA
Blood group :	B+	Religion :	Hindu
Caste :	EZHAVA	Category(SC/ST/OBC/OC/GEN) :	OBC
Ex-service Men(Yes/No):	N	Physically handicapped(Yes/No) :	N
If Yes, Nature of Hanicap:			
PAN Number :	AUXPA5939M	Ration Card No:	1102009040
Voter Id Card No:	HVX2070803	Marital Status :	M
Spouse's Name :	P ANILKUMAR	Is Inter Religion / Caste(Yes/No) :	N
Spouse's Religion:	Hindu	Spouse's Caste :	EZHAVA
Is Spouse Employed(Yes/No):	Y	Spouse Employed In :	SST COLLEGE OF MUSIC,TRIVANDRUM
Identification Marks 1 :	A black spot in the left eye		
2 :	A black spot on the right ankle		
Height(cm) :	162		

Present Service Details

Department :	Legislature Secretariat	Office :	Legislature Secretariat
Section :		Seat No :	
Employment Type :	Regular	Service category :	State Subordinate
Designation :	Assistant Section Officer	SDO Code :	
P F Type :	GPFKERALA	P F Number :	P&L432310
Date of joining in Gov. Service :	03/03/2011	Date of joining in the Department :	03/03/2011

Details of parent department, if currently on deputaion

Parent Department :		Parent Office :	
Designation :		Deputaion w.e.f :	
Deputaion Year :		Deputation Months :	
Order Number :		Order Date :	

Present Address

House No and Name: CHANDRAKANTHAM
Street Name : Meletharimannoor
Place : Enikkara, Karakulam
Pin : 695564
State : Kerala
District : Thiruvananthapuram
Taluk : Nedumangad
Village : Karakulam
Phone Number : 04712439638
Home Town : Perurkada
E-mail Address : bencyanand@gmail.com

Permanent Address

House No and Name: TC 5/461(2) CHANDRAKANTHAM
Street Name : INDIRA NAGAR
Place : PEROORKADA
Pin : 695005
State : Kerala
District : Thiruvananthapuram
Taluk : Thiruvananthapuram
Village : Perurkada
Phone Number : 04712439638
Mobile Number : 9633124372

Recruitment Details

Source:	PSC	Type:	General	Method:	Direct
Adv. memo No.:	RIA(1)8803/10/GW(3)	Adv. Memo Date:	01/02/2013	SI No. in Memo:	
App. order No:	12163/AcA4/2011/leg	App. order Date:	21/02/2011	Entry Category:	State Subordinate
Is Dist. Recruit ?	N	Selected District:			

Police Verification Details

Ref No. :		Ver Report Date:		Police Station:	
Remarks :					

Qualifications							
Course Type	Course Name	Subject	University	Institution	Class Obtained	Reg No.	Year Of Pass
Graduation-Commerce	B Com	Commerce	University of Kerala			73197/A	2002
Graduation-Education	B Ed	Commerce	University of Kerala			13005	2006
NET	Commerce	Commerce	UGC			R 321340	2007
Post Graduation-Commerce	M Com	Commerce	University of Kerala		First Class	59001402/02	2004
Post Graduation - Education	M Ed	Commerce	University of Kerala		First Class	EDU 060521/2007	2007
SET	Commerce	Commerce	DHSE			71050035	2005

Details Of Dependents		
Name	Relationship	Date Of Birth
Ananthakrishna C A	son	15/02/2012

Departmental Tests Passed							
Department	Test Name	Month	Year	Reg No.	Certificate No	Certificate Date	
Legislature Secretariat	Account Test Higher (Paper-4)	1	2013	100120	5609/13		
Legislature Secretariat	Account Test Higher (Paper-3)	1	2012	10096	5609/13		
Legislature Secretariat	Account Test Higher (Paper-2)	1	2012	10096	5609/13		
Legislature Secretariat	Account Test Higher (Paper-1)	1	2012	10096	5609/13		
Legislature Secretariat	Account Test Lower (Paper-4)	1	2012	10096	5608/13		
Legislature Secretariat	Account Test Lower (Paper-3)	1	2012	10096	5608/13		
Legislature Secretariat	Account Test Lower (Paper-2)	1	2012	10096	5608/13		
Legislature Secretariat	Account Test Lower (Paper-1)	1	2013	100120	5608/13		
Legislature Secretariat	Secretariat Manual	1	2012	10096	4028/13	28/02/2013	

Details of Training Programs Attended							
Course Title	Sponsored By	Conducted By	City Name	Country	Qualification	Training From	Training To

Previous Qualifying Services					
Office	Post Held	Date From	Date To	Reason For Termination	

Details of Declaration of Probation						
Department	District	Office	Designation	With Effect From	Probation Order No	Probation Order Date
Legislature Secretariat	Thiruvananthapuram	Legislature Secretariat	Assistant	03/03/2011	0/0 No 12521/AcA4/2012/leg	01/03/2012

Details of Regularisation						
Department	District	Office	Designation	Date of Entry	Order No	Order Date
Legislature Secretariat	Thiruvananthapuram	Legislature Secretariat	Assistant	03/03/2011	15349/SA2/2013/leg	21/06/2013

Service Details							
Department	Category	Date From	Date To	Office	Designation	Basic Pay	Remarks
Legislature Secretariat	State Subordinate	03/03/2011 -	29/02/2012 -	Legislature Secretariat	Assistant	13900	
Legislature Secretariat	State Subordinate	01/03/2012 -	25/02/2013 -	Legislature Secretariat	Assistant	14260	
Legislature Secretariat	State Subordinate	26/02/2013 -	28/02/2013 -	Legislature Secretariat	Assistant - Senior Grade	16180	
Legislature Secretariat	State Subordinate	01/03/2013 FN	30/06/2014 AN	Legislature Secretariat	Assistant - Senior Grade	16580	
Legislature Secretariat	State Subordinate	01/07/2014 FN	31/01/2015 AN	Legislature Secretariat	Assistant - Senior Grade	32300	Pay Fixation
Legislature Secretariat	State Subordinate	01/02/2015 FN	31/01/2016 AN	Legislature Secretariat	Assistant - Senior Grade	33100	Increment
Legislature Secretariat	State Subordinate	01/02/2016 -	31/01/2017 -	Legislature Secretariat	Assistant - Senior Grade	33900	
Legislature Secretariat	State Subordinate	01/02/2017 -	31/01/2018 -	Legislature Secretariat	Assistant - Senior Grade	34800	
Legislature Secretariat	State Subordinate	01/02/2018 -	31/12/2018 -	Legislature Secretariat	Assistant - Senior Grade	35700	
Legislature Secretariat	State Subordinate	01/01/2019 -	31/01/2019 -	Legislature Secretariat	Assistant Section Officer	37500	Additional Increment
Legislature Secretariat	State Subordinate	01/02/2019 -	30/06/2019 -	Legislature Secretariat	Assistant Section Officer	38500	

Legislature Secretariat	State Subordinate	01/07/2019 -	31/01/2020 -	Legislature Secretariat	Assistant Section Officer	53900	
Legislature Secretariat	State Subordinate	01/02/2020 -	31/01/2021 -	Legislature Secretariat	Assistant Section Officer	55200	

Disciplinary Actions

Ref No	Ref date	Nature of charge	Enquiry officer	File No	Penalty	Penalty remarks	Penalty start date	Penalty order No	Penalty order date	Penalty revoke order date	Revoke order no	Revoke order date

Details of Award Received

Department	District	Office	Nature Of Award	Purpose	Date Of Award

Leave On Credit

As On Date	Leave Type	Days On Credit
20/06/2014	Earned Leave	66.00
02/08/2015	Earned Leave	72.00
01/05/2016	Earned Leave	65.00
04/01/2018	Earned Leave	40.00
01/03/2019	Earned Leave	48.00

Leave Availed

Leave Type	From Date	To Date	Purpose	Sanction No	Sanction By
Leave Without Allowance without MC (Rule 88)	04/07/2011	31/08/2011			
Leave Without Allowance without MC (Rule 88)	12/09/2011	20/09/2011			
Leave Without Allowance without MC (Rule 88)	21/09/2011	09/10/2011			

Encashment of Leave During Service

As on date	No. of days	Amount	Sanction Order No	Sanction Date
21/06/2014	30	29823	1025/2014	02/07/2014
03/08/2015	30	32773	1064/2015	10/08/2015
02/05/2016	30	39351	722/2016	12/05/2016
05/01/2018	30	42072	50/2018	10/01/2018
08/03/2019	30	46675	362/2019	15/03/2019

Nominations for PF, Pensionary and other claims

Benefit Name	Nominee name	Nominee address	Relationship	Invalid on the happening of	Amount Portion

Annual Performance Report submission details

Period from	Period To	Submitted(Y/ N)	Submitted Date

Annual Property Return submission details

Period from	Period To	Submitted(Y/ N)	Submitted date

Details of official accommodation availed (Quarters)

Station	From date	To date	Is Eligible for HRA	Address	Sanction No	Sanction date

Details of disbursement of loans like HBA, MCA, GPF advance etc.

Loan Item	Instalment No.	Disbursement date	Amount	Order number	Order date

Details of current Loans/ Advance Recovery

Loan Item	Loan Acc No	Loan Amount	Instalment Amount	No.of Instalments	Last Instalment No.	Amount already paid	Status	Freeze Recovery	Principal or Interest

Details of benefits like GPF, GI, SLI, FBS, D.C.R.G, Pension etc					
Benefit Type	Identifying No.	Sum Assured	Subscription	Risk Effect From	Maturity Date

Present Salary Details					
Basic Pay:	56500	Bill type:	ASO	Acquittance Group:	ASSISTANTS A
Last Change Date:	01/02/2021	Next Incr. Date:	01/02/2022		
Credit To Bank:	Y	Bank:		Account No.:	799012600361453

Additional Pay and Allowances		
Description	Amount	W.E.Date

Deductions and Recoveries			
SINo.	Deduction	Amount	Details
0	State Life Insurance-sub(129)	500	500
1	State Life Insurance-sub(129)	1500	1500
1	Income tax(311)	5000	5000
1	Group Insurance Scheme(324)	800	800
0	GPAI Scheme(375)	500	500
1	GPF - Monthly Sub.(701)	12000	12000
1	Arrear to PF(709)	100316	100316
1	Ocki Relief Fund Contribution	500	500
0	Profession Tax(777)	1250	1250

Government of Kerala
Service and Payroll Administrative Repository for Kerala
Employee Data Sheet

PEN : 626392 **Name :** Arun S



Personal Memoranda

Sex :	M	Nationality :	India
Date of birth :	05/01/1982	Date of superannuation :	31/01/2038
Father's Name:	Sudhakaran G	Mother's Name:	Bhanumathi
Blood group :	AB+	Religion :	Hindu
Caste :	Ezhava	Category(SC/ST/OBC/OC/GEN) :	OBC
Ex-service Men(Yes/No):	N	Physically handicapped(Yes/No) :	N
If Yes, Nature of Hanicap:			
PAN Number :	DWGPS0636K	Ration Card No:	1106194042
Voter Id Card No:	KKL1288398	Marital Status :	M
Spouse's Name :	Reshma S P	Is Inter Religion / Caste(Yes/No) :	N
Spouse's Religion:	Hindu	Spouse's Caste :	Ezhava
Is Spouse Employed(Yes/No):	N	Spouse Employed In :	
Identification Marks 1 :	A black mole on the left cheek near lower lip		
2 :	A black mole on the right wrist		
Height(cm) :	175		

Present Service Details

Department :	Legislature Secretariat	Office :	Legislature Secretariat
Section :		Seat No :	
Employment Type :	Regular	Service category :	State Subordinate
Designation :	Assistant Section Officer	SDO Code :	
P F Type :	GPFKERALA	P F Number :	P&L437129
Date of joining in Gov. Service :	26/02/2011	Date of joining in the Department :	26/02/2011

Details of parent department, if currently on deputaion

Parent Department :		Parent Office :	
Designation :		Deputaion w.e.f :	
Deputaion Year :		Deputation Months :	
Order Number :		Order Date :	

Present Address

House No and Name: Karthika
Street Name : Arthrassery
Place : Chempazhanthu
Pin : 695587
State : Kerala
District : Thiruvananthapuram
Taluk : Thiruvananthapuram
Village : Uliyazhthara
Phone Number : 04712512416
Home Town : Sreekaryam
E-mail Address : accb@niyamasabha.org

Permanent Address

House No and Name: Karthika
Street Name : Arthrassery
Place : Chempazhanthu
Pin : 695587
State : Kerala
District : Thiruvananthapuram
Taluk : Thiruvananthapuram
Village : Uliyazhthara
Phone Number : 04712512416
Mobile Number : 9605468762

Recruitment Details

Source:	PSC	Type:	General	Method:	Direct
Adv. memo No.:	RIA(7)8803/10/GW(3)	Adv. Memo Date:	01/02/2011	SI No. in Memo:	1
App. order No:	12163/AcA4/2011/leg	App. order Date:	21/02/2011	Entry Category:	State Subordinate
Is Dist. Recruit ?	N	Selected District:			

Police Verification Details

Ref No. :		Ver Report Date:		Police Station:	
Remarks :					

Qualifications							
Course Type	Course Name	Subject	University	Institution	Class Obtained	Reg No.	Year Of Pass
Graduation-Commerce	B Com	Commerce	University of Kerala				2002

Details Of Dependents			
Name		Relationship	Date Of Birth
Bhanumathy K		MOTHER	25/01/1955

Departmental Tests Passed						
Department	Test Name	Month	Year	Reg No.	Certificate No	Certificate Date
Legislature Secretariat	Account Test Lower	1	2012	10078	9907/12	
Legislature Secretariat	Secretariat Manual	7	2011	10645	9908/12	

Details of Training Programs Attended							
Course Title	Sponsored By	Conducted By	City Name	Country	Qualification	Training From	Training To

Previous Qualifying Services				
Office	Post Held	Date From	Date To	Reason For Termination

Details of Declaration of Probation						
Department	District	Office	Designation	With Effect From	Probation Order No	Probation Order Date
Legislature Secretariat	Thiruvananthapuram	Legislature Secretariat	Assistant	26/02/2013	12615/SA2/2013/LEG	21/03/2013

Details of Regularisation						
Department	District	Office	Designation	Date of Entry	Order No	Order Date
Legislature Secretariat	Thiruvananthapuram	Legislature Secretariat	Assistant	26/02/2011	12521/(ACA4)/2012/Le g	01/03/2012

Service Details							
Department	Category	Date From	Date To	Office	Designation	Basic Pay	Remarks
Legislature Secretariat	State Subordinate	26/02/2011 -	31/01/2012 -	Legislature Secretariat	Assistant	13900	
Legislature Secretariat	State Subordinate	01/02/2012 FN	24/02/2013 AN	Legislature Secretariat	Assistant	14260	
Legislature Secretariat	State Subordinate	25/02/2013 -	31/01/2014 -	Legislature Secretariat	Assistant - Senior Grade	16180	
Legislature Secretariat	State Subordinate	01/02/2014 -	30/06/2014 -	Legislature Secretariat	Assistant - Senior Grade	16580	
Legislature Secretariat	State Subordinate	01/07/2014 FN	31/01/2015 AN	Legislature Secretariat	Assistant - Senior Grade	32300	Pay Fixation
Legislature Secretariat	State Subordinate	01/02/2015 FN	31/01/2016 AN	Legislature Secretariat	Assistant - Senior Grade	33100	Increment
Legislature Secretariat	State Subordinate	01/02/2016 -	31/01/2017 -	Legislature Secretariat	Assistant - Senior Grade	33900	
Legislature Secretariat	State Subordinate	01/02/2017 -	30/06/2017 -	Legislature Secretariat	Assistant - Senior Grade	34800	promotion
Legislature Secretariat	State Subordinate	01/07/2017 -	31/01/2018 -	Legislature Secretariat	Assistant Section Officer	36600	
Legislature Secretariat	State Subordinate	01/02/2018 -	31/01/2019 -	Legislature Secretariat	Assistant Section Officer	37500	
Legislature Secretariat	State Subordinate	01/02/2019 -	30/06/2019 -	Legislature Secretariat	Assistant Section Officer	38500	
Legislature Secretariat	State Subordinate	01/07/2019 -	31/01/2020 -	Legislature Secretariat	Assistant Section Officer	53900	
Legislature Secretariat	State Subordinate	01/02/2020 -	31/01/2021 -	Legislature Secretariat	Assistant Section Officer	55200	

Disciplinary Actions												
Ref No	Ref date	Nature of charge	Enquiry officer	File No	Penalty	Penalty remarks	Penalty start date	Penalty order No	Penalty order date	Penalty revoke order date	Revoke order no	Revoke order date

Details of Award Received					
Department	District	Office	Nature Of Award	Purpose	Date Of Award

Leave On Credit		
As On Date	Leave Type	Days On Credit
03/08/2012	Earned Leave	31.00
31/03/2015	Earned Leave	45.00
31/03/2016	Earned Leave	48.00
31/03/2017	Earned Leave	33.00
01/04/2018	Earned Leave	54.00
01/04/2019	Earned Leave	57.00

Leave Aailed					
Leave Type	From Date	To Date	Purpose	Sanction No	Sanction By

Encashment of Leave During Service				
As on date	No. of days	Amount	Sanction Order No	Sanction Date
04/08/2012	30	20819	997/2012	08/08/2012
20/06/2013	30	25895	831/2013	29/06/2013
01/04/2014	30	28165	570/2014	09/04/2014
01/04/2015	30	31754	446/2015	10/04/2015
01/04/2016	30	38334	558/2016	18/04/2016
01/04/2017	30	41376	579/2017/Nise	07/04/2017
01/04/2018	30	45150	543/2018	09/04/2018
01/04/2019	30	46675	499/2019	06/04/2019
10/12/2020	30	49800	1202/2020/leg	17/12/2020

Nominations for PF, Pensionary and other claims					
Benefit Name	Nominee name	Nominee address	Relationship	Invalid on the happening of	Amount Portion

Annual Performance Report submission details			
Period from	Period To	Submitted(Y/ N)	Submitted Date

Annual Property Return submission details			
Period from	Period To	Submitted(Y/ N)	Submitted date

Details of official accommodation availed (Quarters)						
Station	From date	To date	Is Eligible for HRA	Address	Sanction No	Sanction date

Details of disbursement of loans like HBA, MCA, GPF advance etc.						
Loan Item	Instalment No.	Disbursement date	Amount	Order number	Order date	

Details of current Loans/ Advance Recovery									
Loan Item	Loan Acc No	Loan Amount	Instalment Amount	No.of Instalments	Last Instalment No.	Amount already paid	Status	Freeze Recovery	Principal or Interest
Festival Advance(002)	FestAdv082021	10000	2000	5	4	8000		N	P

Details of benefits like GPF, GI, SLI, FBS, D.C.R.G, Pension etc					
Benefit Type	Identifying No.	Sum Assured	Subscription	Risk Effect From	Maturity Date

Present Salary Details					
Basic Pay:	56500	Bill type:	ASO	Acquittance Group:	ASSISTANTS A
Last Change Date:	01/02/2021	Next Incr. Date:	01/02/2022		
Credit To Bank:	Y	Bank:		Account No.:	799012600361632

Additional Pay and Allowances		
Description	Amount	W.E.Date

Deductions and Recoveries			
SINo.	Deduction	Amount	Details
0	State Life Insurance-sub(129)	500	500
1	State Life Insurance-sub(129)	1000	1000
1	Income tax(311)	1500	1500
2	Income tax(311)	2000	2000
1	Group Insurance Scheme(324)	800	800
0	GPAI Scheme(375)	500	500
0	CMDRF-Flood Relief	2750	2750
1	GPF - Monthly Sub.(701)	5000	5000
1	Arrear to PF(709)	106636	106636
1	Ocki Relief Fund Contribution	1000	1000
0	Profession Tax(777)	1250	1250

Government of Kerala
Service and Payroll Administrative Repository for Kerala
Employee Data Sheet

PEN : 626857 **Name :** PREEJAMOL P P



Personal Memoranda

Sex :	F	Nationality :	India
Date of birth :	25/04/1984	Date of superannuation :	30/04/2040
Father's Name:	P V Prasannan	Mother's Name:	E V Pankajam
Blood group :	B+	Religion :	Hindu
Caste :	Ezhava	Category(SC/ST/OBC/OC/GEN) :	OBC
Ex-service Men(Yes/No):	N	Physically handicapped(Yes/No) :	N
If Yes, Nature of Hanicap:			
PAN Number :	BUXPP3888D	Ration Card No:	1418037060
Voter Id Card No:	FYH1404243	Marital Status :	M
Spouse's Name :	Sulabhan N	Is Inter Religion / Caste(Yes/No) :	N
Spouse's Religion:	Hindu	Spouse's Caste :	Ezhava
Is Spouse Employed(Yes/No):	Y	Spouse Employed In :	Health dept
Identification Marks 1 :	A black mole on the forefinger of the left leg		
2 :	A Scar on the wrist of the left hand		
Height(cm) :	170		

Present Service Details

Department :	Legislature Secretariat	Office :	Legislature Secretariat
Section :		Seat No :	
Employment Type :	Regular	Service category :	State Subordinate
Designation :	Assistant Section Officer	SDO Code :	
P F Type :	GPFKERALA	P F Number :	P&L431680
Date of joining in Gov. Service :	04/03/2011	Date of joining in the Department :	04/03/2011

Details of parent department, if currently on deputaion

Parent Department :		Parent Office :	
Designation :		Deputaion w.e.f :	
Deputaion Year :		Deputation Months :	
Order Number :		Order Date :	

Present Address

House No and Name:	Sulabha Bhavan
Street Name :	Maruthamonpully
Place :	Pooyappally
Pin :	691537
State :	Kerala
District :	Kollam
Taluk :	Kottarakkara
Village :	Puyappally
Phone Number :	04742049668
Home Town :	kollam
E-mail Address :	preeja501@gmail.com

Permanent Address

House No and Name:	Prassannalayam
Street Name :	Thottathodu
Place :	Punnamuda ward
Pin :	688006
State :	Kerala
District :	Alappuzha
Taluk :	Ambalappuzha
Village :	Aryadu North
Phone Number :	04742049668
Mobile Number :	9400201892

Recruitment Details

Source:	PSC	Type:	General	Method:	Direct
Adv. memo No.:	RIA(1)8803/10/GW(3)	Adv. Memo Date:	01/02/2011	SI No. in Memo:	1
App. order No:	12163/AcA4/2011/leg	App. order Date:	21/02/2011	Entry Category:	State Subordinate
Is Dist. Recruit ?	N	Selected District:			

Police Verification Details

Ref No. :		Ver Report Date:		Police Station:	
Remarks :					

Qualifications

Course Type	Course Name	Subject	University	Institution	Class Obtained	Reg No.	Year Of Pass
Graduation-Science	B Sc	chemistry	University of Kerala				2004
Graduation-Education	B Ed	PHYSICALSCIENCE	University of Kerala			2181	2007
Post Graduation-Science	M Sc	chemistry	University of Kerala			04125006	2006

Details Of Dependents		
Name	Relationship	Date Of Birth
Shreya P S	Daughter	11/10/2013

Departmental Tests Passed							
Department	Test Name	Month	Year	Reg No.	Certificate No	Certificate Date	
Legislature Secretariat	Account Test Lower	1	2012	10337	13116/12		
Legislature Secretariat	Secretariat Manual	7	2011	10334	3647/12		

Details of Training Programs Attended							
Course Title	Sponsored By	Conducted By	City Name	Country	Qualification	Training From	Training To

Previous Qualifying Services					
Office	Post Held	Date From	Date To	Reason For Termination	

Details of Declaration of Probation						
Department	District	Office	Designation	With Effect From	Probation Order No	Probation Order Date
Legislature Secretariat	Thiruvananthapuram	Legislature Secretariat	Assistant	20/03/2013	12622/SA2/2013/leg	19/06/2013

Details of Regularisation						
Department	District	Office	Designation	Date of Entry	Order No	Order Date
Legislature Secretariat	Thiruvananthapuram	Legislature Secretariat	Assistant	04/03/2011	12521/(ACA4)/2012/Le g	01/03/2012

Service Details							
Department	Category	Date From	Date To	Office	Designation	Basic Pay	Remarks
Legislature Secretariat	State Subordinate	04/03/2011 -	29/02/2012 -	Legislature Secretariat	Assistant	13900	
Legislature Secretariat	State Subordinate	01/03/2012 -	26/02/2013 -	Legislature Secretariat	Assistant	14260	
Legislature Secretariat	State Subordinate	27/02/2013 FN	31/01/2014 AN	Legislature Secretariat	Assistant - Senior Grade	16180	
Legislature Secretariat	State Subordinate	01/02/2014 FN	30/06/2014 AN	Legislature Secretariat	Assistant - Senior Grade	16580	
Legislature Secretariat	State Subordinate	01/07/2014 FN	31/01/2015 AN	Legislature Secretariat	Assistant - Senior Grade	32300	Pay Fixation
Legislature Secretariat	State Subordinate	01/02/2015 FN	31/01/2016 AN	Legislature Secretariat	Assistant - Senior Grade	33100	Increment
Legislature Secretariat	State Subordinate	01/02/2016 -	31/01/2017 -	Legislature Secretariat	Assistant - Senior Grade	33900	
Legislature Secretariat	State Subordinate	01/02/2017 -	31/01/2018 -	Legislature Secretariat	Assistant - Senior Grade	34800	
Legislature Secretariat	State Subordinate	01/02/2018 -	31/05/2018 -	Legislature Secretariat	Assistant - Senior Grade	35700	promotion
Legislature Secretariat	State Subordinate	01/06/2018 -	31/01/2019 -	Legislature Secretariat	Assistant Section Officer	37500	
Legislature Secretariat	State Subordinate	01/02/2019 -	30/06/2019 -	Legislature Secretariat	Assistant Section Officer	38500	
Legislature Secretariat	State Subordinate	01/07/2019 -	31/01/2020 -	Legislature Secretariat	Assistant Section Officer	53900	
Legislature Secretariat	State Subordinate	01/02/2020 -	31/01/2021 -	Legislature Secretariat	Assistant Section Officer	55200	

Disciplinary Actions												
Ref No	Ref date	Nature of charge	Enquiry officer	File No	Penalty	Penalty remarks	Penalty start date	Penalty order No	Penalty order date	Penalty revoke order date	Revoke order no	Revoke order date

Details of Award Received												

Department	District	Office	Nature Of Award	Purpose	Date Of Award

Leave On Credit		
As On Date	Leave Type	Days On Credit
14/04/2013	Half Pay Leave	20.00
28/05/2014	Half Pay Leave	30.00
22/10/2014	Earned Leave	42.00
31/01/2016	Earned Leave	43.00
01/04/2019	Earned Leave	121.00

Leave Availed					
Leave Type	From Date	To Date	Purpose	Sanction No	Sanction By
Half Pay Leave	15/04/2013	20/04/2013			
Half Pay Leave	21/04/2013	24/04/2013			
Leave Without Allowance without MC (Rule 88)	30/03/2014	28/05/2014	medical	12078	us
Half Pay Leave	29/05/2014	24/06/2014	personal	12078/SA2/2013	us

Encashment of Leave During Service				
As on date	No. of days	Amount	Sanction Order No	Sanction Date
23/10/2014	30	29823	1533/2014	29/10/2014
01/02/2016	30	34636	225/2016	15/02/2016
01/04/2019	30	46675	499/2019	06/04/2019
10/02/2021	30	51000	236/2021	16/02/2021

Nominations for PF, Pensionary and other claims					
Benefit Name	Nominee name	Nominee address	Relationship	Invalid on the happening of	Amount Portion

Annual Performance Report submission details			
Period from	Period To	Submitted(Y/ N)	Submitted Date

Annual Property Return submission details			
Period from	Period To	Submitted(Y/ N)	Submitted date

Details of official accommodation availed (Quarters)						
Station	From date	To date	Is Eligible for HRA	Address	Sanction No	Sanction date

Details of disbursement of loans like HBA, MCA, GPF advance etc.						
Loan Item	Instalment No.	Disbursement date	Amount	Order number	Order date	

Details of current Loans/ Advance Recovery									
Loan Item	Loan Acc No	Loan Amount	Instalment Amount	No.of Instalments	Last Instalment No.	Amount already paid	Status	Freeze Recovery	Principal or Interest
Festival Advance(002)	FestAdv082021	15000	3000	5	4	12000		N	P

Details of benefits like GPF, GI, SLI, FBS, D.C.R.G, Pension etc						
Benefit Type	Identifying No.	Sum Assured	Subscription	Risk Effect From	Maturity Date	

Present Salary Details					
Basic Pay:	56500	Bill type:	ASO	Acquittance Group:	ASSISTANTS A
Last Change Date:	01/02/2021	Next Incr. Date:	01/02/2022		
Credit To Bank:	Y	Bank:		Account No.:	799012600361873

Additional Pay and Allowances		
Description	Amount	W.E.Date

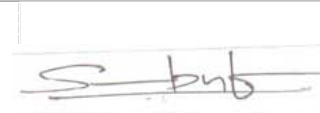
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Deductions and Recoveries			
SINo.	Deduction	Amount	Details
0	Excess Pay Drawn(000)	1092	1092
0	State Life Insurance-sub(129)	500	500
1	State Life Insurance-sub(129)	1500	1500
0	LIC Premium(303)	317	317
1	LIC Premium(303)	1021	1021
2	LIC Premium(303)	217	217
3	LIC Premium(303)	570	570
1	Income tax(311)	1000	1000
1	Group Insurance Scheme(324)	800	800
0	GPAI Scheme(375)	500	500
0	CMDRF-Flood Relief	2750	2750
0	GPF - Monthly Sub.(701)	6000	6000
1	Arrear to PF(709)	106796	106796
1	Ocki Relief Fund Contribution	200	200
0	Profession Tax(777)	1250	1250

Government of Kerala
Service and Payroll Administrative Repository for Kerala
Employee Data Sheet

PEN : 627078

Name : SHIBU K



Personal Memoranda

Sex :	M	Nationality :	India
Date of birth :	25/05/1983	Date of superannuation :	31/05/2039
Father's Name:	Kuttapan Assari	Mother's Name:	Saraswathi T
Blood group :	B+	Religion :	Hindu
Caste :	Viswakarma	Category(SC/ST/OBC/OC/GEN) :	OBC
Ex-service Men(Yes/No):	N	Physically handicapped(Yes/No) :	N
If Yes, Nature of Hanicap:			
PAN Number :	CHWPK4237L	Ration Card No:	1106272548
Voter Id Card No:	KKL1520741	Marital Status :	M
Spouse's Name :	Madhurima S N	Is Inter Religion / Caste(Yes/No) :	N
Spouse's Religion:	Hindu	Spouse's Caste :	Viswakarma
Is Spouse Employed(Yes/No):	N	Spouse Employed In :	
Identification Marks 1 :	A mole at the middle of right lower arm		
2 :	A mole at the left elbow		
Height(cm) :	168		

Present Service Details

Department :	Legislature Secretariat	Office :	Legislature Secretariat
Section :		Seat No :	
Employment Type :	Regular	Service category :	State Subordinate
Designation :	Assistant Section Officer	SDO Code :	
P F Type :	GPFKERALA	P F Number :	AIT352150
Date of joining in Gov. Service :	29/09/2006	Date of joining in the Department :	28/02/2011

Details of parent department, if currently on deputaion

Parent Department :		Parent Office :	
Designation :		Deputaion w.e.f :	
Deputaion Year :		Deputation Months :	
Order Number :		Order Date :	

Present Address

House No and Name: Nila
Street Name : Ilangam lane
Place : Vazhuthoor
Pin : 695121
State : Kerala
District : Thiruvananthapuram
Taluk : Neyyatinkara
Village : Perumpazhuthur
Phone Number : 04713290131
Home Town : Neyyattinkara
E-mail Address : shibunila1983@gmail.com

Permanent Address

House No and Name: 73 Shibubhavan
Street Name : Palumugham
Place : Palumugham
Pin : 695125
State : Kerala
District : Thiruvananthapuram
Taluk : Neyyatinkara
Village : Vellarada
Phone Number : 04713290131
Mobile Number : 8606368439

Recruitment Details

Source:	PSC	Type:	General	Method:	Direct
Adv. memo No.:	RIA(1)8803/10/GW(3)	Adv. Memo Date:	01/02/2011	SI No. in Memo:	1
App. order No:	12163/AcA4/2011/leg	App. order Date:	15/03/2011	Entry Category:	State Subordinate
Is Dist. Recruit ?	N	Selected District:			

Police Verification Details

Ref No. :		Ver Report Date:		Police Station:	
Remarks :					

Qualifications

Course Type	Course Name	Subject	University	Institution	Class Obtained	Reg No.	Year Of Pass
Graduation-Arts	B A	Arts	University of Kerala				2006
Certificate	Draughtsman civil	draughtsman	Industrial training dept				2002

Details Of Dependents		
Name	Relationship	Date Of Birth
K Kuttappan Assari	Father	
Madhurima	Wife	30/05/1987
Nivedya	Daughter	19/11/2013
Saraswathy T	Mother	

Departmental Tests Passed							
Department	Test Name	Month	Year	Reg No.	Certificate No	Certificate Date	
Legislature Secretariat	Account Test Lower	1	2008	2956			
Legislature Secretariat	Secretariat Manual	7	2011	12210	2537/12		
State Goods and Services Tax Department	MOP	1	2007	3541			

Details of Training Programs Attended							
Course Title	Sponsored By	Conducted By	City Name	Country	Qualification	Training From	Training To

Previous Qualifying Services					
Office	Post Held	Date From	Date To	Reason For Termination	

Details of Declaration of Probation						
Department	District	Office	Designation	With Effect From	Probation Order No	Probation Order Date
Legislature Secretariat	Thiruvananthapuram	Legislature Secretariat	Assistant	12/03/2013	12620/SA2/2013/LEG	21/03/2013

Details of Regularisation						
Department	District	Office	Designation	Date of Entry	Order No	Order Date
Legislature Secretariat	Thiruvananthapuram	Legislature Secretariat	Assistant	28/02/2011	12521/(ACA4)/2012/Le g	01/03/2012

Service Details							
Department	Category	Date From	Date To	Office	Designation	Basic Pay	Remarks
Legislature Secretariat	State Subordinate	01/07/2009 FN	30/06/2010 AN	Legislature Secretariat	Assistant	14260	Pay Fixation
Legislature Secretariat	State Subordinate	01/07/2010 FN	27/02/2011 AN	Legislature Secretariat	Assistant	13900	
Legislature Secretariat	State Subordinate	28/02/2011 FN	31/01/2012 AN	Legislature Secretariat	Assistant	13900	
Legislature Secretariat	State Subordinate	01/02/2012 FN	26/02/2013 AN	Legislature Secretariat	Assistant - Senior Grade	14260	
Legislature Secretariat	State Subordinate	27/02/2013 FN	31/01/2014 AN	Legislature Secretariat	Assistant - Senior Grade	16180	
Legislature Secretariat	State Subordinate	01/02/2014 FN	30/06/2014 AN	Legislature Secretariat	Assistant - Senior Grade	16580	
Legislature Secretariat	State Subordinate	01/07/2014 FN	31/01/2015 AN	Legislature Secretariat	Assistant - Senior Grade	33100	Pay Fixation
Legislature Secretariat	State LastGr Service	01/02/2015 FN	31/01/2016 AN	Legislature Secretariat	Assistant - Senior Grade	33900	Increment
Legislature Secretariat	State Subordinate	01/02/2016 -	31/01/2017 -	Legislature Secretariat	Assistant - Senior Grade	34800	
Legislature Secretariat	State Subordinate	01/02/2017 -	31/01/2018 -	Legislature Secretariat	Assistant - Senior Grade	35700	
Legislature Secretariat	State Subordinate	01/02/2018 -	31/05/2018 -	Legislature Secretariat	Assistant - Senior Grade	36600	promotion
Legislature Secretariat	State Subordinate	01/06/2018 -	31/01/2019 -	Legislature Secretariat	Assistant Section Officer	38500	
Legislature Secretariat	State Subordinate	01/02/2019 -	30/06/2019 -	Legislature Secretariat	Assistant Section Officer	39500	
Legislature Secretariat	State Subordinate	01/07/2019 -	31/01/2020 -	Legislature Secretariat	Assistant Section Officer	55200	
Legislature Secretariat	State Subordinate	01/02/2020 -	31/01/2021 -	Legislature Secretariat	Assistant Section Officer	56500	

Disciplinary Actions

Ref No	Ref date	Nature of charge	Enquiry officer	File No	Penalty	Penalty remarks	Penalty start date	Penalty order No	Penalty order date	Penalty revoke order date	Revoke order no	Revoke order date

Details of Award Received												
Department		District		Office		Nature Of Award		Purpose		Date Of Award		

Leave On Credit		
As On Date	Leave Type	Days On Credit
30/06/2011	Earned Leave	97.00
31/03/2012	Earned Leave	92.00
21/06/2013	Earned Leave	102.00
31/03/2014	Earned Leave	96.00
31/03/2015	Earned Leave	97.00
31/03/2016	Earned Leave	100.00
01/05/2017	Earned Leave	104.00
01/02/2019	Earned Leave	133.00
01/02/2020	Earned Leave	136.00

Leave Availed					
Leave Type	From Date	To Date	Purpose	Sanction No	Sanction By

Encashment of Leave During Service				
As on date	No. of days	Amount	Sanction Order No	Sanction Date
01/07/2011	30	18376	1000/2011	29/08/2011
01/04/2012	30	19821	492/2012/leg	10/04/2012
22/06/2013	30	25895	831/2013	29/06/2013
01/04/2014	30	28165	570/2014	09/04/2014
01/04/2015	30	31754	446/2015	10/04/2015
01/04/2016	30	39288	558/2016	18/04/2016
01/05/2017	30	43098	792/2017	08/05/2017
04/02/2019	30	47825	226/2019	14/02/2019
07/02/2020	30	51000	264/2020	19/02/2020
10/02/2021	30	52200	236/2021	16/02/2021

Nominations for PF, Pensionary and other claims					
Benefit Name	Nominee name	Nominee address	Relationship	Invalid on the happening of	Amount Portion
G.P.F	K Kuttappan Asari	Shibu Bhavan Dalumugham Dalumugham p o Tvm 695125	Father		half
G.P.F	T Saraswathy	Shibu Bhavan Dalumugham Dalumugham p o tvn 695125	Mother		half
GPAI	K Kuttappan Asari	Shibu Bhavan Dalumugham Dalumugham p o Tvm 695125	Father		half
GPAI	T Saraswathy	Shibu Bhavan Dalumugham Dalumugham p o Tvm 695125	Mother		half

Annual Performance Report submission details			
Period from	Period To	Submitted(Y/ N)	Submitted Date

Annual Property Return submission details			
Period from	Period To	Submitted(Y/ N)	Submitted date

Details of official accommodation availed (Quarters)						
Station	From date	To date	Is Eligible for HRA	Address	Sanction No	Sanction date

Details of disbursement of loans like HBA, MCA, GPF advance etc.						
Loan Item	Instalment No.	Disbursement date	Amount	Order number	Order date	

Details of current Loans/ Advance Recovery									
Loan Item	Loan Acc No	Loan Amount	Instalment Amount	No.of Instalments	Last Instalment No.	Amount already paid	Status	Freeze Recovery	Principal or Interest
Festival Advance(002)	FestAdv082021	15000	3000	5	4	12000		N	P

Details of benefits like GPF, GI, SLI, FBS, D.C.R.G, Pension etc					
Benefit Type	Identifying No.	Sum Assured	Subscription	Risk Effect From	Maturity Date

Present Salary Details					
Basic Pay:	57900	Bill type:	ASO	Acquittance Group:	ASSISTANTS A
Last Change Date:	01/02/2021	Next Incr. Date:	01/02/2022		
Credit To Bank:	Y	Bank:		Account No.:	799012600362005

Additional Pay and Allowances		
Description	Amount	W.E.Date

Deductions and Recoveries			
SINo.	Deduction	Amount	Details
0	Excess Pay Drawn(000)	1090	1090
0	State Life Insurance-sub(129)	175	175
1	State Life Insurance-sub(129)	500	500
2	State Life Insurance-sub(129)	2000	2000
0	LIC Premium(303)	592	592
1	Income tax(311)	4275	4275
2	Income tax(311)	390	390
1	Group Insurance Scheme(324)	1000	1000
0	GPAI Scheme(375)	500	500
0	CMDRF-Flood Relief	2750	2750
1	GPF - Monthly Sub.(701)	20000	20000
1	Arrear to PF(709)	114373	114373
1	Ocki Relief Fund Contribution	100	100
0	Profession Tax(777)	1250	1250

Government of Kerala
Service and Payroll Administrative Repository for Kerala
Employee Data Sheet

PEN : 628249 **Name :** Abdul Rasheed P



Personal Memoranda

Sex :	M	Nationality :	India
Date of birth :	30/05/1972	Date of superannuation :	31/03/2028
Father's Name:	Peeru kannu	Mother's Name:	Habeeba Beevi
Blood group :		Religion :	Islam
Caste :	Muslim	Category(SC/ST/OBC/OC/GEN) :	OBC
Ex-service Men(Yes/No):	N	Physically handicapped(Yes/No) :	N
If Yes, Nature of Hanicap:			
PAN Number :	BVPPP5405D	Ration Card No:	
Voter Id Card No:		Marital Status :	M
Spouse's Name :		Is Inter Religion / Caste(Yes/No) :	
Spouse's Religion:	Islam	Spouse's Caste :	
Is Spouse Employed(Yes/No):		Spouse Employed In :	
Identification Marks 1 :	A mole near the right collarbone		
2 :	A mole on the right wrist		
Height(cm) :	165		

Present Service Details

Department :	Legislature Secretariat	Office :	Legislature Secretariat
Section :		Seat No :	
Employment Type :	Regular	Service category :	State Subordinate
Designation :	Assistant Section Officer	SDO Code :	
P F Type :	GPFKERALA	P F Number :	P&L444379
Date of joining in Gov. Service :	18/01/2008	Date of joining in the Department :	28/02/2011

Details of parent department, if currently on deputaion

Parent Department :		Parent Office :	
Designation :		Deputaion w.e.f :	
Deputaion Year :		Deputation Months :	
Order Number :		Order Date :	

Present Address

House No and Name:	SALIM MANZIL
Street Name :	PARAVILA
Place :	VIZHINJAM
Pin :	695521
State :	Kerala
District :	Thiruvananthapuram
Taluk :	Neyyatinkara
Village :	Vizhinjam
Phone Number :	04712512416
Home Town :	vizhinjam
E-mail Address :	accb@niyamasabha.org

Permanent Address

House No and Name:	salim manzil
Street Name :	paravila
Place :	VIZHINJAM
Pin :	695521
State :	Kerala
District :	Thiruvananthapuram
Taluk :	Neyyatinkara
Village :	Vizhinjam
Phone Number :	04712512416
Mobile Number :	9633689236

Recruitment Details

Source:	PSC	Type:	General	Method:	Direct
Adv. memo No.:	RIA(1)8803/10/GW	Adv. Memo Date:	01/02/2011	SI No. in Memo:	1
App. order No:	12163/AcA4/2011/Leg	App. order Date:	21/02/2011	Entry Category:	State Subordinate
Is Dist. Recruit ?	N	Selected District:			

Police Verification Details

Ref No. :		Ver Report Date:		Police Station:	
Remarks :					

Qualifications							
Course Type	Course Name	Subject	University	Institution	Class Obtained	Reg No.	Year Of Pass
Graduation-Arts	BA	Economics	Kerala		Passed	103250	1995

Details Of Dependents		
Name	Relationship	Date Of Birth
Habeeba Beevi	Mother	

Departmental Tests Passed							
Department	Test Name	Month	Year	Reg No.	Certificate No	Certificate Date	
Legislature Secretariat	Account Test Higher	1	2012	10606 100006	4918/13		
Legislature Secretariat	Secretariat Manual	1	2012	10606	4336/13	13/03/2013	

Details of Training Programs Attended							
Course Title	Sponsored By	Conducted By	City Name	Country	Qualification	Training From	Training To

Previous Qualifying Services				
Office	Post Held	Date From	Date To	Reason For Termination

Details of Declaration of Probation						
Department	District	Office	Designation	With Effect From	Probation Order No	Probation Order Date
Legislature Secretariat	Thiruvananthapuram	Legislature Secretariat	Assistant	28/02/2013	13074/Services A3/2013/Leg	12/06/2013

Details of Regularisation						
Department	District	Office	Designation	Date of Entry	Order No	Order Date
Legislature Secretariat	Thiruvananthapuram	Legislature Secretariat	Assistant	28/02/2011	9079/MAC1/11/Leg	16/03/2012

Service Details							
Department	Category	Date From	Date To	Office	Designation	Basic Pay	Remarks
Revenue	State Subordinate	18/01/2008 FN	31/12/2008 AN	COLLECTORATE, THIRUVANANTHAPURAM	Lower Division Clerk 8 Yrs Not Qualified	5250	
Revenue	State Subordinate	01/01/2009 FN	01/02/2010 FN	COLLECTORATE, THIRUVANANTHAPURAM	Lower Division Clerk 8 Yrs Not Qualified	5380	
Revenue	State Subordinate	02/02/2010 FN	27/02/2011 AN	COLLECTORATE, THIRUVANANTHAPURAM	Lower Division Clerk 8 Yrs Not Qualified	5380	
Legislature Secretariat	State Subordinate	28/02/2011 -	30/06/2011 AN	Legislature Secretariat	Assistant	13900	
Legislature Secretariat	State Subordinate	30/06/2011 AN	30/06/2011 FN	TRANSIT	Assistant	13900	
Legislature Secretariat	State Subordinate	01/07/2011 -	31/01/2012 -	MLA Hostel, Thiruvananthapuram	Assistant	13900	
Legislature Secretariat	State Subordinate	01/02/2012 -	31/05/2014 AN	MLA Hostel, Thiruvananthapuram	Assistant	14260	
Legislature Secretariat	State Subordinate	31/05/2014 AN	31/05/2014 FN	TRANSIT	Assistant	14260	
Legislature Secretariat	State Subordinate	01/06/2014 FN	30/06/2014 AN	Legislature Secretariat	Assistant - Senior Grade	16580	
Legislature Secretariat	State Subordinate	01/07/2014 FN	30/04/2015 AN	Legislature Secretariat	Assistant - Senior Grade	33100	Pay Fixation
Legislature Secretariat	State Subordinate	01/05/2015 -	30/04/2016 -	Legislature Secretariat	Assistant - Senior Grade	33900	
Legislature Secretariat	State Subordinate	01/05/2016 -	30/04/2017 -	Legislature Secretariat	Assistant - Senior Grade	34800	
Legislature Secretariat	State Subordinate	01/05/2017 FN	30/04/2018 AN	Legislature Secretariat	Assistant - Senior Grade	35700	
Legislature Secretariat	State Subordinate	01/05/2018 -	26/03/2019 -	Legislature Secretariat	Assistant - Senior Grade	36600	promotion
Legislature Secretariat	State Subordinate	27/03/2019 -	30/04/2019 -	Legislature Secretariat	Assistant Section Officer	38500	
Legislature Secretariat	State Subordinate	01/05/2019 -	30/06/2019 -	Legislature Secretariat	Assistant Section Officer	39500	
Legislature Secretariat	State Subordinate	01/07/2019 -	30/04/2020 -	Legislature Secretariat	Assistant Section Officer	55200	

Legislature Secretariat	State Subordinate	01/05/2020 -	30/04/2021 -	Legislature Secretariat	Assistant Section Officer	56500	
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Disciplinary Actions

Ref No	Ref date	Nature of charge	Enquiry officer	File No	Penalty	Penalty remarks	Penalty start date	Penalty order No	Penalty order date	Penalty revoke order date	Revoke order no	Revoke order date

Details of Award Received

Department	District	Office	Nature Of Award	Purpose	Date Of Award

Leave On Credit

As On Date	Leave Type	Days On Credit
02/05/2011	Earned Leave	45.00
18/12/2014	Half Pay Leave	139.00
18/12/2014	Earned Leave	139.00
19/12/2014	Earned Leave	45.00
03/05/2015	Earned Leave	58.00
03/05/2016	Earned Leave	61.00
08/06/2017	Earned Leave	67.00
07/06/2018	Earned Leave	70.00
01/01/2020	Earned Leave	106.00

Leave Availed

Leave Type	From Date	To Date	Purpose	Sanction No	Sanction By

Encashment of Leave During Service

As on date	No. of days	Amount	Sanction Order No	Sanction Date
03/05/2011	30	18376	897/2011	30/05/2011
04/05/2015	30	31754	593/2015	11/05/2015
04/05/2016	30	40332	722/2016	12/05/2016
09/06/2017	30	43098	992/2017	12/06/2017
08/06/2018	15	22062	984/2018	12/06/2018
03/01/2020	30	49800	46/2020/Leg	09/01/2020

Nominations for PF, Pensionary and other claims

Benefit Name	Nominee name	Nominee address	Relationship	Invalid on the happening of	Amount Portion
G.P.F	Haseena Beevi	Amir manzil Kilikulam Vizhinjam	Wife		100

Annual Performance Report submission details

Period from	Period To	Submitted(Y/ N)	Submitted Date

Annual Property Return submission details

Period from	Period To	Submitted(Y/ N)	Submitted date

Details of official accommodation availed (Quarters)

Station	From date	To date	Is Eligible for HRA	Address	Sanction No	Sanction date

Details of disbursement of loans like HBA, MCA, GPF advance etc.

Loan Item	Instalment No.	Disbursement date	Amount	Order number	Order date

Details of current Loans/ Advance Recovery

Loan Item	Loan Acc No	Loan Amount	Instalment Amount	No.of Instalments	Last Instalment No.	Amount already paid	Status	Freeze Recovery	Principal or Interest

Details of benefits like GPF, GI, SLI, FBS, D.C.R.G, Pension etc					
Benefit Type	Identifying No.	Sum Assured	Subscription	Risk Effect From	Maturity Date
G.P.F	P&L444379	0	3500		
Group Insurance	0	0	200		
S.L.I	47100381	0	200		


Present Salary Details					
Basic Pay:	57900	Bill type:	ASO	Acquittance Group:	ASSISTANTS A
Last Change Date:	01/05/2021	Next Incr. Date:	01/05/2022		
Credit To Bank:	Y	Bank:		Account No.:	799012600362690

Additional Pay and Allowances		
Description	Amount	W.E.Date

Deductions and Recoveries			
SINo.	Deduction	Amount	Details
0	State Life Insurance-sub(129)	200	200
1	State Life Insurance-sub(129)	800	800
0	LIC Premium(303)	1898	1898
1	Income tax(311)	10000	10000
1	Group Insurance Scheme(324)	800	800
0	GPAI Scheme(375)	500	500
1	CMDRF-Flood Relief	4449	4449
1	GPF - Monthly Sub.(701)	15000	15000
1	Arrear to PF(709)	105680	105680
1	Ocki Relief Fund Contribution	500	500
0	Profession Tax(777)	1250	1250

Government of Kerala
Service and Payroll Administrative Repository for Kerala
Employee Data Sheet

PEN : 628862 **Name :** ANEESH T



Personal Memoranda

Sex :	M	Nationality :	India
Date of birth :	30/11/1981	Date of superannuation :	30/11/2037
Father's Name:	THULASI N	Mother's Name:	SOBHANA S
Blood group :	A+	Religion :	Hindu
Caste :	EZHAVA	Category(SC/ST/OBC/OC/GEN) :	OBC
Ex-service Men(Yes/No):	N	Physically handicapped(Yes/No) :	N
If Yes, Nature of Hanicap:			
PAN Number :	AVCPT1136H	Ration Card No:	1106010456
Voter Id Card No:	KKL1533504	Marital Status :	M
Spouse's Name :	Rajani J R	Is Inter Religion / Caste(Yes/No) :	N
Spouse's Religion:	Hindu	Spouse's Caste :	Ezhava
Is Spouse Employed(Yes/No):	N	Spouse Employed In :	
Identification Marks 1 :	A black mole on the left side of the neck		
2 :	A black mole on the upper part of the left arm		
Height(cm) :	174		

Present Service Details

Department :	Legislature Secretariat	Office :	Legislature Secretariat
Section :		Seat No :	
Employment Type :	Regular	Service category :	State Subordinate
Designation :	Assistant Section Officer	SDO Code :	
P F Type :	GPFKERALA	P F Number :	FT433209
Date of joining in Gov. Service :	21/03/2011	Date of joining in the Department :	08/11/2012

Details of parent department, if currently on deputaion

Parent Department :		Parent Office :	
Designation :		Deputaion w.e.f :	
Deputaion Year :		Deputation Months :	
Order Number :		Order Date :	

Present Address

House No and Name: ANEESH BHAVAN
Street Name : THEKKUPARA
Place : THEKKUPARA
Pin : 695505
State : Kerala
District : Thiruvananthapuram
Taluk : Neyyatinkara
Village : Amboori
Phone Number : 04712512419
Home Town : Vellarada
E-mail Address : aneeshthulasi1981@gmail.com

Permanent Address

House No and Name: ANEESH BHAVAN
Street Name : THEKKUPARA
Place : THEKKUPARA
Pin : 695505
State : Kerala
District : Thiruvananthapuram
Taluk : Neyyatinkara
Village : Amboori
Phone Number : 04712512419
Mobile Number : 9447322301

Recruitment Details

Source:	PSC	Type:	General	Method:	Direct
Adv. memo No.:	RIA(1)8803/10/GW	Adv. Memo Date:	16/10/2012	SI No. in Memo:	0
App. order No:	16544/ServicesA2(ACA4)/2011/LEG	App. order Date:	27/10/2012	Entry Category:	State Subordinate
Is Dist. Recruit ?	N	Selected District:			

Police Verification Details

Ref No. :		Ver Report Date:		Police Station:	
Remarks :					

Qualifications							
Course Type	Course Name	Subject	University	Institution	Class Obtained	Reg No.	Year Of Pass
Graduation-Commerce	B Com	Commerce	University of Kerala			13117	2003

Details Of Dependents		
Name	Relationship	Date Of Birth
Rajani J R	Wife	

Departmental Tests Passed							
Department	Test Name	Month	Year	Reg No.	Certificate No	Certificate Date	
Legislature Secretariat	Secretariat Manual	1	2013	100049	5887#1#1		

Details of Training Programs Attended							
Course Title	Sponsored By	Conducted By	City Name	Country	Qualification	Training From	Training To
orientation	forest dept	img	not available	India	not available	13/06/2011	18/06/2011
refresher	forest dept	FTC	not available	India	not available	22/08/2011	03/09/2011

Previous Qualifying Services				
Office	Post Held	Date From	Date To	Reason For Termination

Details of Declaration of Probation						
Department	District	Office	Designation	With Effect From	Probation Order No	Probation Order Date
Legislature Secretariat	Thiruvananthapuram	Legislature Secretariat	Assistant	08/11/2014	282/2014	28/11/2014

Details of Regularisation						
Department	District	Office	Designation	Date of Entry	Order No	Order Date
Legislature Secretariat	Thiruvananthapuram	Legislature Secretariat	Assistant	08/11/2012	12003/SA2/14/LEG	30/01/2014

Service Details							
Department	Category	Date From	Date To	Office	Designation	Basic Pay	Remarks
FOREST AND WILDLIFE	State Subordinate	21/03/2011 -	16/11/2011 AN	Asst Wildlife Warden, Peppara Sanctury	Clerk	9940	
FOREST AND WILDLIFE	State Subordinate	16/11/2011 AN	16/11/2011 FN	TRANSIT	Clerk	9940	
FOREST AND WILDLIFE	State Subordinate	17/11/2011 -	29/02/2012 -	Wild Life Warden, Wildlife Division Thiruvananthapuram	Clerk	9940	
FOREST AND WILDLIFE	State Subordinate	01/03/2012 -	07/11/2012 AN	Wild Life Warden, Wildlife Division Thiruvananthapuram	Clerk	10210	
FOREST AND WILDLIFE	State Subordinate	07/11/2012 AN	07/11/2012 FN	TRANSIT	Clerk	10210	
Legislature Secretariat	State Subordinate	08/11/2012 -	31/10/2013 -	Legislature Secretariat	Assistant	13900	
Legislature Secretariat	State Subordinate	01/11/2013 FN	30/06/2014 AN	Legislature Secretariat	Assistant	14260	
Legislature Secretariat	State Subordinate	01/07/2014 FN	07/11/2014 AN	Legislature Secretariat	Assistant	28500	Pay Fixation
Legislature Secretariat	State Subordinate	08/11/2014 FN	31/10/2015 AN	Legislature Secretariat	Assistant	29200	Increment
Legislature Secretariat	State Subordinate	01/11/2015 -	23/06/2016 -	Legislature Secretariat	Assistant	29900	
Legislature Secretariat	State Subordinate	24/06/2016 -	31/10/2016 -	Legislature Secretariat	Assistant - Senior Grade	31500	
Legislature Secretariat	State Subordinate	01/11/2016 -	31/10/2017 -	Legislature Secretariat	Assistant - Senior Grade	32300	
Legislature Secretariat	State Subordinate	01/11/2017 -	31/10/2018 -	Legislature Secretariat	Assistant - Senior Grade	33100	
Legislature Secretariat	State Subordinate	01/11/2018 -	30/06/2019 -	Legislature Secretariat	Assistant - Senior Grade	33900	
Legislature Secretariat	State Subordinate	01/07/2019 -	31/10/2019 -	Legislature Secretariat	Assistant - Senior Grade	47800	
Legislature Secretariat	State Subordinate	01/11/2019 -	31/10/2020 -	Legislature Secretariat	Assistant - Senior Grade	49000	
Legislature Secretariat	State Subordinate	01/11/2020 -	31/03/2021 -	Legislature Secretariat	Assistant - Senior Grade	50200	promotion

Legislature Secretariat	State Subordinate	01/04/2021 -	31/10/2021 -	Legislature Secretariat	Assistant Section Officer	52600	
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Disciplinary Actions

Ref No	Ref date	Nature of charge	Enquiry officer	File No	Penalty	Penalty remarks	Penalty start date	Penalty order No	Penalty order date	Penalty revoke order date	Revoke order no	Revoke order date

Details of Award Received

Department	District	Office	Nature Of Award	Purpose	Date Of Award

Leave On Credit

As On Date	Leave Type	Days On Credit
30/06/2012	Earned Leave	25.00
19/08/2014	Earned Leave	30.00
05/04/2015	Earned Leave	61.00
31/03/2016	Earned Leave	64.00
23/07/2017	Earned Leave	78.00
07/08/2019	Earned Leave	115.00
10/01/2021	Earned Leave	132.45

Leave Aailed

Leave Type	From Date	To Date	Purpose	Sanction No	Sanction By
Dies-Non	28/02/2012	28/02/2012	Dies non	GO(P)47/2012/GAD Dt.27/02/2012	
Dies-Non	08/01/2013	10/01/2013	Dies-non		

Encashment of Leave During Service

As on date	No. of days	Amount	Sanction Order No	Sanction Date
02/07/2012	25	12416	09/2012	30/06/2012
20/08/2014	30	25810	1253/2014	25/08/2014
06/04/2015	30	27456	446/2015	10/04/2015
01/04/2016	30	34094	558/2016	18/04/2016
24/07/2017	30	39222	1210/2017	24/07/2017
23/07/2018	30	40465	1215/2018/leg	24/07/2018
08/08/2019	30	43080	1639/2019	20/08/2019
10/01/2021	30	45240	53/2021/leg	12/01/2021

Nominations for PF, Pensionary and other claims

Benefit Name	Nominee name	Nominee address	Relationship	Invalid on the happening of	Amount Portion
GPAI	R Rajani	Aneesh Bhavan Thekkeppura p o Vellarada	Wife		
GPAI	S Sobhana	Aneesh Bhavan Thekkeppura p o Vellarada	Mother		

Annual Performance Report submission details

Period from	Period To	Submitted(Y/ N)	Submitted Date

Annual Property Return submission details

Period from	Period To	Submitted(Y/ N)	Submitted date

Details of official accommodation availed (Quarters)

Station	From date	To date	Is Eligible for HRA	Address	Sanction No	Sanction date

Details of disbursement of loans like HBA, MCA, GPF advance etc.

Loan Item	Instalment No.	Disbursement date	Amount	Order number	Order date

Details of current Loans/ Advance Recovery

Loan Item	Loan Acc No	Loan Amount	Instalment Amount	No.of Instalments	Last Instalment No.	Amount already paid	Status	Freeze Recovery	Principal or Interest
Festival Advance(002)	FestAdv082021	15000	3000	5	4	12000		N	P

Details of benefits like GPF, GI, SLI, FBS, D.C.R.G, Pension etc					
Benefit Type	Identifying No.	Sum Assured	Subscription	Risk Effect From	Maturity Date

Present Salary Details					
Basic Pay:	53900	Bill type:	ASO	Acquittance Group:	ASSISTANTS A
Last Change Date:	01/11/2021	Next Incr. Date:	01/11/2022		
Credit To Bank:	Y	Bank:		Account No.:	799012600363058

Additional Pay and Allowances		
Description	Amount	W.E.Date

Deductions and Recoveries			
SI.No.	Deduction	Amount	Details
0	Excess Pay Drawn(000)	965	965
0	State Life Insurance-sub(129)	500	500
1	State Life Insurance-sub(129)	1000	1000
1	Income tax(311)	1660	1660
2	Income tax(311)	900	900
3	Income tax(311)	2500	2500
1	Group Insurance Scheme(324)	800	800
0	GPAI Scheme(375)	500	500
1	GPF - Monthly Sub.(701)	10000	10000
1	Arrear to PF(709)	96484	96484
1	Ocki Relief Fund Contribution	500	500
0	Profession Tax(777)	1250	1250

Government of Kerala
Service and Payroll Administrative Repository for Kerala
Employee Data Sheet

PEN : 632168 **Name :** Parvathy Sankar

Parvathy Sankar



Personal Memoranda

Sex :	F	Nationality :	India
Date of birth :	19/08/1981	Date of superannuation :	31/08/2037
Father's Name:	N sankara Pillai	Mother's Name:	V Vijayamma
Blood group :	B+	Religion :	Hindu
Caste :	Nair	Category(SC/ST/OBC/OC/GEN) :	Gen
Ex-service Men(Yes/No):	N	Physically handicapped(Yes/No) :	N
If Yes, Nature of Hanicap:			
PAN Number :	CULPS8148G	Ration Card No:	1420009066
Voter Id Card No:	LKX1526870	Marital Status :	M
Spouse's Name :	Unnikrishnan	Is Inter Religion / Caste(Yes/No) :	N
Spouse's Religion:	Hindu	Spouse's Caste :	Nair
Is Spouse Employed(Yes/No):	Y	Spouse Employed In :	Senior Coop Inspector
Identification Marks 1 :	A mole on theright lower arm		
2 :	A mole on the right collar bone		
Height(cm) :	153		

Present Service Details

Department :	Legislature Secretariat	Office :	Legislature Secretariat
Section :		Seat No :	
Employment Type :	Regular	Service category :	State Subordinate
Designation :	Assistant Section Officer	SDO Code :	
P F Type :	GPFKERALA	P F Number :	LAB443266
Date of joining in Gov. Service :	15/06/2011	Date of joining in the Department :	07/11/2012

Details of parent department, if currently on deputaion

Parent Department :		Parent Office :	
Designation :		Deputaion w.e.f :	
Deputaion Year :		Deputation Months :	
Order Number :		Order Date :	

Present Address

House No and Name: Krishnapriya
Street Name : Krishnapuram P O
Place : Kayamkulam
Pin : 690533
State : Kerala
District : Alappuzha
Taluk : Karthikappally
Village : Krishnapuram
Phone Number : 04792442815
Home Town : Kayamkulam
E-mail Address : pavithra_sankar@rediffmail.com

Permanent Address

House No and Name: Vijayantha
Street Name : Ramapuram
Place : Keerikkadu P O
Pin : 690508
State : Kerala
District : Alappuzha
Taluk : Karthikappally
Village : Keerikkad
Phone Number : 04792442815
Mobile Number : 8547274829

Recruitment Details

Source:	PSC	Type:	General	Method:	Direct
Adv. memo No.:	RIA(1)8803/10/GW	Adv. Memo Date:	16/10/2012	SI No. in Memo:	1
App. order No:	16544/ServicesA2(ACA4)/2011/LEG	App. order Date:	27/10/2012	Entry Category:	State Subordinate
Is Dist. Recruit ?	N	Selected District:			

Police Verification Details

Ref No. :		Ver Report Date:		Police Station:	
Remarks :					

Qualifications							
Course Type	Course Name	Subject	University	Institution	Class Obtained	Reg No.	Year Of Pass
Graduation-Science	B Sc	Biotechnology	University of Kerala			0758	2002
Post Graduation-Science	M Sc	Biotechnology	Bharathiar University			0232R0123	2004

Details Of Dependents		
Name	Relationship	Date Of Birth
Lakshmi krishna	Daughter	04/11/2006
Unnikrishnan S	Husband	03/05/1975

Departmental Tests Passed							
Department	Test Name	Month	Year	Reg No.	Certificate No	Certificate Date	
Legislature Secretariat	MOP	1	2012	16611	2121/13		
Legislature Secretariat	Account Test Higher	1	2012	16611	2123/12		
Legislature Secretariat	Account Test Lower	1	2012	16611	2122/13		
Legislature Secretariat	Secretariat Manual	7	2013	104098	10942#1#1		

Details of Training Programs Attended							
Course Title	Sponsored By	Conducted By	City Name	Country	Qualification	Training From	Training To

Previous Qualifying Services					
Office	Post Held	Date From	Date To	Reason For Termination	

Details of Declaration of Probation						
Department	District	Office	Designation	With Effect From	Probation Order No	Probation Order Date
Legislature Secretariat	Thiruvananthapuram	Legislature Secretariat	Assistant	03/12/2014	332/2014	29/12/2014

Details of Regularisation						
Department	District	Office	Designation	Date of Entry	Order No	Order Date
Industrial Training	Alappuzha	GOVT ITI PALLIPPAD	Clerk	15/06/2011	A3/15516/09	02/01/2013
Legislature Secretariat	Thiruvananthapuram	Legislature Secretariat	Assistant	07/11/2012	12003/SA2/14/LEG	30/01/2014

Service Details							
Department	Category	Date From	Date To	Office	Designation	Basic Pay	Remarks
Industrial Training	State Subordinate	01/01/2012 FN	31/05/2012 AN	GOVT INDUSTRIAL TRAINING INSTITUTE, CHENGANNUR	Clerk	9940	
Industrial Training	State Subordinate	01/06/2012 FN	11/06/2012 AN	GOVT INDUSTRIAL TRAINING INSTITUTE, CHENGANNUR	Clerk	10210	
Industrial Training	State Subordinate	12/06/2012 -	06/11/2012 AN	GOVT ITI PALLIPPAD	Clerk	10210	
Industrial Training	State Subordinate	06/11/2012 AN	06/11/2012 FN	TRANSIT	Clerk	10210	
Legislature Secretariat	State Subordinate	07/11/2012 -	31/10/2013 -	Legislature Secretariat	Assistant	13900	
Legislature Secretariat	State Subordinate	01/11/2013 FN	30/06/2014 AN	Legislature Secretariat	Assistant	14260	
Legislature Secretariat	State Subordinate	01/07/2014 FN	02/12/2014 AN	Legislature Secretariat	Assistant	28500	Pay Fixation
Legislature Secretariat	State Subordinate	03/12/2014 FN	31/10/2015 AN	Legislature Secretariat	Assistant	29200	Increment
Legislature Secretariat	State Subordinate	01/11/2015 -	28/06/2016 -	Legislature Secretariat	Assistant	29900	
Legislature Secretariat	State Subordinate	29/06/2016 -	31/10/2016 -	Legislature Secretariat	Assistant - Senior Grade	31500	
Legislature Secretariat	State Subordinate	01/11/2016 -	31/10/2017 -	Legislature Secretariat	Assistant - Senior Grade	32300	
Legislature Secretariat	State Subordinate	01/11/2017 -	31/10/2018 -	Legislature Secretariat	Assistant - Senior Grade	33100	
Legislature Secretariat	State Subordinate	01/11/2018 -	30/06/2019 -	Legislature Secretariat	Assistant - Senior Grade	33900	
Legislature Secretariat	State Subordinate	01/07/2019 -	31/10/2019 -	Legislature Secretariat	Assistant - Senior Grade	47800	
Legislature Secretariat	State Subordinate	01/11/2019 -	31/10/2020 -	Legislature Secretariat	Assistant - Senior Grade	49000	

Legislature Secretariat	State Subordinate	01/11/2020 -	30/04/2021 -	Legislature Secretariat	Assistant - Senior Grade	50200	promotion
Legislature Secretariat	State Subordinate	01/05/2021 -	17/05/2021 -	Legislature Secretariat	Assistant Section Officer	52600	Reversion
Legislature Secretariat	State Subordinate	18/05/2021 -	13/06/2021 -	Legislature Secretariat	Assistant - Senior Grade	50200	PROMOTION
Legislature Secretariat	State Subordinate	14/06/2021 -	31/10/2021 -	Legislature Secretariat	Assistant Section Officer	52600	

Disciplinary Actions												
Ref No	Ref date	Nature of charge	Enquiry officer	File No	Penalty	Penalty remarks	Penalty start date	Penalty order No	Penalty order date	Penalty revoke order date	Revoke order no	Revoke order date

Details of Award Received						
Department	District	Office	Nature Of Award	Purpose	Date Of Award	

Leave On Credit		
As On Date	Leave Type	Days On Credit
14/06/2012	Earned Leave	16.68
10/10/2012	Earned Leave	27.32
30/08/2013	Earned Leave	30.00
14/10/2015	Earned Leave	30.00
03/11/2016	Earned Leave	37.00
31/10/2018	Earned Leave	50.00
15/04/2019	Earned Leave	33.00

Leave Availed					
Leave Type	From Date	To Date	Purpose	Sanction No	Sanction By

Encashment of Leave During Service				
As on date	No. of days	Amount	Sanction Order No	Sanction Date
10/10/2012	27	12906	P1/128/12	10/10/2012
31/08/2013	30	22407	1150/2013	09/09/2013
10/11/2014	30	25810	1569/2014	12/11/2014
15/10/2015	30	28333	1321/2015	21/10/2015
04/11/2016	30	37607	1787/2016	09/11/2016
01/11/2017	30	39222	1724/17	03/11/2017
01/11/2018	30	41385	1827/2018	21/11/2018
16/04/2019	30	43080	562/2019	25/04/2019
10/02/2021	30	45240	236/2021/Leg	16/02/2021

Nominations for PF, Pensionary and other claims					
Benefit Name	Nominee name	Nominee address	Relationship	Invalid on the happening of	Amount Portion
G.P.F	Unnikrishnan S	Krishnapriya krishnapuram p o kayamkulam 690 533	Husband		
Group Insurance	Unnikrishnan S	Krishnapriya krishnapuram p o kayamkulam 690 533	Husband		
S.L.I	Unnikrishnan S	Krishnapriya krishnapuram p o kayamkulam 690 533	Husband		

Annual Performance Report submission details			
Period from	Period To	Submitted(Y/ N)	Submitted Date

Annual Property Return submission details			
Period from	Period To	Submitted(Y/ N)	Submitted date

Details of official accommodation availed (Quarters)						
Station	From date	To date	Is Eligible for HRA	Address	Sanction No	Sanction date

Details of disbursement of loans like HBA, MCA, GPF advance etc.					
Loan Item	Instalment No.	Disbursement date	Amount	Order number	Order date

Details of current Loans/ Advance Recovery									
Loan Item	Loan Acc No	Loan Amount	Instalment Amount	No.of Instalments	Last Instalment No.	Amount already paid	Status	Freeze Recovery	Principal or Interest
GPF Loan Repayment(801)	LAB443266	568800	9715	36	4	38860		N	P

Details of benefits like GPF, GI, SLI, FBS, D.C.R.G, Pension etc					
Benefit Type	Identifying No.	Sum Assured	Subscription	Risk Effect From	Maturity Date

Present Salary Details					
Basic Pay:	53900	Bill type:	ASO	Acquittance Group:	ASSISTANTS A
Last Change Date:	01/11/2021	Next Incr. Date:	01/11/2022		
Credit To Bank:	Y	Bank:		Account No.:	799012600365041

Additional Pay and Allowances		
Description	Amount	W.E.Date

Deductions and Recoveries			
SI No.	Deduction	Amount	Details
1	State Life Insurance-sub(129)	300	300
1	LIC Premium(303)	510	510
2	LIC Premium(303)	924	924
1	Income tax(311)	6920	6920
2	Income tax(311)	3170	3170
3	Income tax(311)	3000	3000
1	Group Insurance Scheme(324)	800	800
0	GPAI Scheme(375)	500	500
1	GPF - Monthly Sub.(701)	10000	10000
1	Arrear to PF(709)	94789	94789
1	Ocki Relief Fund Contribution	300	300
0	Profession Tax(777)	1250	1250

Government of Kerala
Service and Payroll Administrative Repository for Kerala
Employee Data Sheet

PEN : 633706 **Name :** Shibu Abraham

Shibu A.M.



Personal Memoranda

Sex :	M	Nationality :	India
Date of birth :	17/04/1982	Date of superannuation :	30/04/2038
Father's Name:	Rev Fr T W Abraham	Mother's Name:	Leelamma Abraham
Blood group :		Religion :	Christian
Caste :	Paraya Christian	Category(SC/ST/OBC/OC/GEN) :	OBC
Ex-service Men(Yes/No):	N	Physically handicapped(Yes/No) :	N
If Yes, Nature of Hanicap:			
PAN Number :	BFSPA5827B	Ration Card No:	1105149664
Voter Id Card No:	HMX1073907	Marital Status :	S
Spouse's Name :		Is Inter Religion / Caste(Yes/No) :	
Spouse's Religion:		Spouse's Caste :	
Is Spouse Employed(Yes/No):		Spouse Employed In :	
Identification Marks 1 :	A SMALL MOLE ON THE RIGHT ARM MIDDLE		
2 :	A SCAR OF WOUND ON THE LEFT LOWER ARM		
Height(cm) :	155		

Present Service Details

Department :	Legislature Secretariat	Office :	Legislature Secretariat
Section :		Seat No :	
Employment Type :	Regular	Service category :	State Subordinate
Designation :	Assistant Section Officer	SDO Code :	
P F Type :	GPFKERALA	P F Number :	P&L455549
Date of joining in Gov. Service :	26/05/2011	Date of joining in the Department :	10/11/2011

Details of parent department, if currently on deputaion

Parent Department :		Parent Office :	
Designation :		Deputaion w.e.f :	
Deputaion Year :		Deputation Months :	
Order Number :		Order Date :	

Present Address

House No and Name: XIV/363
Street Name : Grace Bhavan
Place : Kuttiyani, Panthalacode P O
Pin : 695028
State : Kerala
District : Thiruvananthapuram
Taluk : Nedumangad
Village : Vembayam
Phone Number : 04712512416
Home Town : Vattappara
E-mail Address : shibuabraham@gmail.com

Permanent Address

House No and Name: XIV/363
Street Name : Grace Bhavan
Place : Kuttiyani, Panthalacode P O
Pin : 695028
State : Kerala
District : Thiruvananthapuram
Taluk : Nedumangad
Village : Vembayam
Phone Number : 04712512416
Mobile Number : 9747936306

Recruitment Details

Source:	PSC	Type:	General	Method:	Direct
Adv. memo No.:	RIA(1)8803/10/GW(2)	Adv. Memo Date:	04/10/2011	SI No. in Memo:	2
App. order No:	O/O NO.16544/ACA4/2011/LEG	App. order Date:	27/10/2011	Entry Category:	State Subordinate
Is Dist. Recruit ?	N	Selected District:			

Police Verification Details

Ref No. :		Ver Report Date:		Police Station:	
Remarks :					

Qualifications							
Course Type	Course Name	Subject	University	Institution	Class Obtained	Reg No.	Year Of Pass
Graduation-Arts	BA	History	Kerala University			171019	2001
Post Graduation-Arts	MA	History	SREE SANKARACHARYA UNIVERSITY OF SANSKRIT, KALADI			8210	2006

Details Of Dependents		
Name	Relationship	Date Of Birth
LEELAMMA ABRAHAM	Mother	
T W ABRAHAM	FATHER	

Departmental Tests Passed							
Department	Test Name	Month	Year	Reg No.	Certificate No	Certificate Date	
Legislature Secretariat	Account Test Higher (Paper-4)	1	2014	100715	14356#1#9		
Legislature Secretariat	Account Test Higher (Paper-3)	1	2013	101322	14356#1#9		
Legislature Secretariat	Account Test Higher (Paper-2)	1	2013	101322	14356#1#9		
Legislature Secretariat	Account Test Higher (Paper-1)	7	2012	101906	14356#1#9		
Legislature Secretariat	Account Test Lower (Paper-4)	1	2013	101322	14356#1#6		
Legislature Secretariat	Account Test Lower (Paper-3)	1	2013	101322	14356#1#6		
Legislature Secretariat	Account Test Lower (Paper-2)	7	2012	101906	14356#1#6		
Legislature Secretariat	Account Test Lower (Paper-1)	1	2014	100715	14356#1#6		
Legislature Secretariat	Secretariat Manual	1	2014	100715	14356#1#1		

Details of Training Programs Attended							
Course Title	Sponsored By	Conducted By	City Name	Country	Qualification	Training From	Training To

Previous Qualifying Services					
Office	Post Held	Date From	Date To	Reason For Termination	
BLOCK DEVELOPMENT OFFICE VAMANAPURAM	VILLAGE EXTENSION OFFICER	26/05/2011	09/11/2011	09/11/2011	

Details of Declaration of Probation						
Department	District	Office	Designation	With Effect From	Probation Order No	Probation Order Date
Legislature Secretariat	Thiruvananthapuram	Legislature Secretariat	Assistant	31/01/2014	15122/SA2/2014	13/05/2014

Details of Regularisation						
Department	District	Office	Designation	Date of Entry	Order No	Order Date

Service Details							
Department	Category	Date From	Date To	Office	Designation	Basic Pay	Remarks
Rural Development	State Subordinate	02/06/2011 -	09/11/2011 AN	BLOCK DEVELOPMENT OFFICE, VAMANAPURAM	Village Extension Officer Gr. II	9940	
Rural Development	State Subordinate	09/11/2011 AN	09/11/2011 FN	TRANSIT	Village Extension Officer Gr. II	9940	
Legislature Secretariat	State Subordinate	10/11/2011 -	31/10/2012 -	Legislature Secretariat	Assistant	13900	
Legislature Secretariat	State Subordinate	01/11/2012 FN	31/10/2013 AN	Legislature Secretariat	Assistant	14260	
Legislature Secretariat	State Subordinate	01/11/2013 FN	30/06/2014 AN	Legislature Secretariat	Assistant	14620	
Legislature Secretariat	State Subordinate	01/07/2014 FN	17/07/2014 AN	Legislature Secretariat	Assistant	29200	Pay Fixation
Legislature Secretariat	State Subordinate	18/07/2014 FN	30/06/2015 AN	Legislature Secretariat	Assistant - Senior Grade	30700	Promotion
Legislature Secretariat	State Subordinate	01/07/2015 -	30/06/2016 -	Legislature Secretariat	Assistant - Senior Grade	31500	
Legislature Secretariat	State Subordinate	01/07/2016 -	30/06/2017 -	Legislature Secretariat	Assistant - Senior Grade	32300	
Legislature Secretariat	State Subordinate	01/07/2017 -	30/06/2018 -	Legislature Secretariat	Assistant - Senior Grade	33100	
Legislature Secretariat	State Subordinate	01/07/2018 -	30/06/2019 -	Legislature Secretariat	Assistant - Senior Grade	33900	
Legislature Secretariat	State Subordinate	01/07/2019 -	31/03/2020 -	Legislature Secretariat	Assistant - Senior Grade	49000	Promotion

Legislature Secretariat	State Subordinate	01/04/2020 -	30/06/2020 -	Legislature Secretariat	Assistant Section Officer	51400	
Legislature Secretariat	State Subordinate	01/07/2020 -	30/06/2021 -	Legislature Secretariat	Assistant Section Officer	52600	

Disciplinary Actions

Ref No	Ref date	Nature of charge	Enquiry officer	File No	Penalty	Penalty remarks	Penalty start date	Penalty order No	Penalty order date	Penalty revoke order date	Revoke order no	Revoke order date

Details of Award Received

Department	District	Office	Nature Of Award	Purpose	Date Of Award

Leave On Credit

As On Date	Leave Type	Days On Credit
28/01/2015	Earned Leave	105.00
17/03/2016	Earned Leave	113.00
28/02/2017	Earned Leave	114.00
06/03/2018	Earned Leave	118.00
20/03/2019	Earned Leave	122.00

Leave Availed

Leave Type	From Date	To Date	Purpose	Sanction No	Sanction By

Encashment of Leave During Service

As on date	No. of days	Amount	Sanction Order No	Sanction Date
29/01/2015	30	29131	138/2015	05/02/2015
18/03/2016	30	35790	371/2016	19/03/2016
01/03/2017	30	38576	368/2017	08/03/2017
07/03/2018	30	40134	377/2018	08/03/2018
21/03/2019	30	41385	393/2019	23/03/2019
10/02/2021	30	47400	236/2021	16/02/2021

Nominations for PF, Pensionary and other claims

Benefit Name	Nominee name	Nominee address	Relationship	Invalid on the happening of	Amount Portion

Annual Performance Report submission details

Period from	Period To	Submitted(Y/ N)	Submitted Date

Annual Property Return submission details

Period from	Period To	Submitted(Y/ N)	Submitted date

Details of official accommodation availed (Quarters)

Station	From date	To date	Is Eligible for HRA	Address	Sanction No	Sanction date

Details of disbursement of loans like HBA, MCA, GPF advance etc.

Loan Item	Instalment No.	Disbursement date	Amount	Order number	Order date

Details of current Loans/ Advance Recovery

Loan Item	Loan Acc No	Loan Amount	Instalment Amount	No.of Instalments	Last Instalment No.	Amount already paid	Status	Freeze Recovery	Principal or Interest
Festival Advance(002)	FestAdv082021	15000	3000	5	4	12000		N	P

Details of benefits like GPF, GI, SLI, FBS, D.C.R.G, Pension etc

Benefit Type	Identifying No.	Sum Assured	Subscription	Risk Effect From	Maturity Date

Present Salary Details					
Basic Pay:	53900	Bill type:	ASO	Acquittance Group:	ASSISTANTS A
Last Change Date:	01/07/2021	Next Incr. Date:	01/07/2022		
Credit To Bank:	Y	Bank:		Account No.:	799012600366040

Additional Pay and Allowances		
Description	Amount	W.E.Date

Deductions and Recoveries			
SINo.	Deduction	Amount	Details
0	Excess Pay Drawn(000)	1066	1066
0	State Life Insurance-sub(129)	500	500
0	LIC Premium(303)	407	407
1	Income tax(311)	4500	4500
1	Group Insurance Scheme(324)	800	800
0	GPAI Scheme(375)	500	500
1	GPF - Monthly Sub.(701)	3500	3500
1	Arrear to PF(709)	98599	98599
1	Ocki Relief Fund Contribution	500	500
0	Profession Tax(777)	1250	1250

Government of Kerala
Service and Payroll Administrative Repository for Kerala
Employee Data Sheet

PEN : 645955 **Name :** Ajimon C



Personal Memoranda

Sex :	M	Nationality :	India
Date of birth :	10/05/1974	Date of superannuation :	31/05/2030
Father's Name:	Chellappan	Mother's Name:	Thankamma
Blood group :	AB+	Religion :	Hindu
Caste :	Ezhava	Category(SC/ST/OBC/OC/GEN) :	OBC
Ex-service Men(Yes/No):	N	Physically handicapped(Yes/No) :	N
If Yes, Nature of Hanicap:			
PAN Number :	AXIPC0479N	Ration Card No:	1417078686
Voter Id Card No:	KL15009435590	Marital Status :	M
Spouse's Name :	Sreedevi	Is Inter Religion / Caste(Yes/No) :	N
Spouse's Religion:	Hindu	Spouse's Caste :	Ezhava
Is Spouse Employed(Yes/No):	Y	Spouse Employed In :	Judicial dept
Identification Marks 1 :	A black mole on the left cheek		
2 :	Another Black mole near the left wrist		
Height(cm) :	161		

Present Service Details

Department :	Legislature Secretariat	Office :	Legislature Secretariat
Section :		Seat No :	
Employment Type :	Regular	Service category :	State Subordinate
Designation :	Assistant Section Officer	SDO Code :	
P F Type :	GPFKERALA	P F Number :	P&L455552
Date of joining in Gov. Service :	31/10/2011	Date of joining in the Department :	31/10/2011

Details of parent department, if currently on deputaion

Parent Department :		Parent Office :	
Designation :		Deputaion w.e.f :	
Deputaion Year :		Deputation Months :	
Order Number :		Order Date :	

Present Address

House No and Name: kollamparambu
Street Name : Varanam
Place : Varanam
Pin : 688555
State : Kerala
District : Alappuzha
Taluk : Cherthala
Village : Thanneermukkam Thekku
Phone Number : 04782584319
Home Town : Thanneermukkam
E-mail Address : AJIMON326@GMAIL.COM

Permanent Address

House No and Name: Kollamparamb
Street Name : varanam
Place : Varanam
Pin : 688555
State : Kerala
District : Alappuzha
Taluk : Cherthala
Village : Thanneermukkam Thekku
Phone Number : 04782584319
Mobile Number : 8086685459

Recruitment Details

Source:	PSC	Type:	General	Method:	Direct
Adv. memo No.:	RIA(1)8803/10/GW(2)	Adv. Memo Date:	04/10/2011	SI No. in Memo:	
App. order No:	16544(ACA4)/2011/LEG	App. order Date:	27/10/2011	Entry Category:	State Subordinate
Is Dist. Recruit ?	N	Selected District:			

Police Verification Details

Ref No. :		Ver Report Date:		Police Station:	
Remarks :					

Qualifications							
Course Type	Course Name	Subject	University	Institution	Class Obtained	Reg No.	Year Of Pass
Graduation-Arts	B A	Arts	University of Kerala			104529/A98	1999
Graduation-Education	B Ed	education	University of Kerala			54969	2008
Post Graduation-Arts	M A	Arts	University of Kerala			23761	2002

Details Of Dependents		
Name	Relationship	Date Of Birth

Departmental Tests Passed							
Department	Test Name	Month	Year	Reg No.	Certificate No	Certificate Date	
Legislature Secretariat	Account Test Higher	1	2014	100032	17594#1#9		
Legislature Secretariat	Account Test Lower	1	2014	100032	17594#1#6		
Legislature Secretariat	Secretariat Manual	7	2013	100710	10355#1#1		

Details of Training Programs Attended							
Course Title	Sponsored By	Conducted By	City Name	Country	Qualification	Training From	Training To

Previous Qualifying Services					
Office	Post Held	Date From	Date To	Reason For Termination	

Details of Declaration of Probation						
Department	District	Office	Designation	With Effect From	Probation Order No	Probation Order Date
Legislature Secretariat	Thiruvananthapuram	Legislature Secretariat	Assistant	31/10/2013	20602/SA2/13/Leg	12/12/2013

Details of Regularisation						
Department	District	Office	Designation	Date of Entry	Order No	Order Date
Legislature Secretariat	Thiruvananthapuram	Legislature Secretariat	Assistant	31/10/2011	12521/Services A2(ACA4)/2012/L	27/02/2013

Service Details							
Department	Category	Date From	Date To	Office	Designation	Basic Pay	Remarks
Legislature Secretariat	State Subordinate	31/10/2011 -	30/09/2012 -	Legislature Secretariat	Assistant	13900	
Legislature Secretariat	State Subordinate	01/10/2012 FN	30/06/2014 AN	Legislature Secretariat	Assistant	14620	
Legislature Secretariat	State Subordinate	01/07/2014 FN	30/07/2014 AN	Legislature Secretariat	Assistant	28500	Pay Fixation
Legislature Secretariat	State Subordinate	31/07/2014 FN	30/06/2015 AN	Legislature Secretariat	Assistant - Senior Grade	30700	Promotion
Legislature Secretariat	State Subordinate	01/07/2015 -	30/06/2016 -	Legislature Secretariat	Assistant - Senior Grade	31500	
Legislature Secretariat	State Subordinate	01/07/2016 -	30/06/2017 -	Legislature Secretariat	Assistant - Senior Grade	32300	
Legislature Secretariat	State Subordinate	01/07/2017 -	30/06/2018 -	Legislature Secretariat	Assistant - Senior Grade	33100	
Legislature Secretariat	State Subordinate	01/07/2018 -	30/06/2019 -	Legislature Secretariat	Assistant - Senior Grade	33900	
Legislature Secretariat	State Subordinate	01/07/2019 -	31/05/2020 -	Legislature Secretariat	Assistant - Senior Grade	49000	
Legislature Secretariat	State Subordinate	01/06/2020 FN	30/06/2020 AN	Legislature Secretariat	Assistant Section Officer	51400	Promotion
Legislature Secretariat	State Subordinate	01/07/2020 -	30/06/2021 -	Legislature Secretariat	Assistant Section Officer	52600	

Disciplinary Actions												
Ref No	Ref date	Nature of charge	Enquiry officer	File No	Penalty	Penalty remarks	Penalty start date	Penalty order No	Penalty order date	Penalty revoke order date	Revoke order no	Revoke order date

Details of Award Received					
Department	District	Office	Nature Of Award	Purpose	Date Of Award

Leave On Credit		
As On Date	Leave Type	Days On Credit
04/11/2012	Earned Leave	17.00
18/10/2013	Earned Leave	30.00
03/10/2014	Earned Leave	33.00
02/07/2015	Earned Leave	44.00
21/04/2016	Earned Leave	39.00
06/04/2017	Earned Leave	38.00
31/03/2018	Earned Leave	44.00
25/09/2018	Earned Leave	30.00
16/08/2019	Earned Leave	30.00

Leave Aailed					
Leave Type	From Date	To Date	Purpose	Sanction No	Sanction By

Encashment of Leave During Service				
As on date	No. of days	Amount	Sanction Order No	Sanction Date
05/11/2012	17	11798	1391/2012/leg	14/11/2012
19/10/2013	30	22958	1369/2013/Leg	01/11/2013
04/10/2014	30	26433	1455/2014	13/10/2014
03/07/2015	30	30984	911/2015	07/07/2015
22/04/2016	30	35790	604/2016	25/04/2016
07/04/2017	30	38576	608/2017/Nise	11/04/2017
01/04/2018	30	40134	543/2018	09/04/2018
26/09/2018	30	41385	1553/2018	27/09/2018
16/08/2019	30	44160	1639/2019	20/08/2019
12/03/2021	30	53400	401/2021	16/03/2021

Nominations for PF, Pensionary and other claims					
Benefit Name	Nominee name	Nominee address	Relationship	Invalid on the happening of	Amount Portion
G.P.F	Thankamma	Kollanparambu Varanam p o Cherthala Alappuzha	Mother		full
S.L.I	Thankamma	Kollanparambu Varanam p o Cherthala Alappuzha	Mother		Full

Annual Performance Report submission details			
Period from	Period To	Submitted(Y/ N)	Submitted Date

Annual Property Return submission details			
Period from	Period To	Submitted(Y/ N)	Submitted date

Details of official accommodation availed (Quarters)						
Station	From date	To date	Is Eligible for HRA	Address	Sanction No	Sanction date

Details of disbursement of loans like HBA, MCA, GPF advance etc.					
Loan Item	Instalment No.	Disbursement date	Amount	Order number	Order date

Details of current Loans/ Advance Recovery									
Loan Item	Loan Acc No	Loan Amount	Instalment Amount	No.of Instalments	Last Instalment No.	Amount already paid	Status	Freeze Recovery	Principal or Interest
Festival Advance(002)	FestAdv082021	15000	3000	5	4	12000		N	P

Details of benefits like GPF, GI, SLI, FBS, D.C.R.G, Pension etc					
Benefit Type	Identifying No.	Sum Assured	Subscription	Risk Effect From	Maturity Date

Present Salary Details

Basic Pay:	53900	Bill type:	ASO	Acquittance Group:	ASSISTANTS A
Last Change Date:	01/07/2021	Next Incr. Date:	01/07/2022		
Credit To Bank:	Y	Bank:		Account No.:	799012600373894

Additional Pay and Allowances		
Description	Amount	W.E.Date

Deductions and Recoveries			
SI No.	Deduction	Amount	Details
0	State Life Insurance-sub(129)	500	500
0	LIC Premium(303)	513	513
1	LIC Premium(303)	396	396
1	Group Insurance Scheme(324)	800	800
0	GPAI Scheme(375)	500	500
1	GPF - Monthly Sub.(701)	3500	3500
1	Arrear to PF(709)	94019	94019
1	Ocki Relief Fund Contribution	300	300
0	Profession Tax(777)	1250	1250

Government of Kerala
Service and Payroll Administrative Repository for Kerala
Employee Data Sheet

PEN : 645958 **Name :** Sheena B

Sheena



Personal Memoranda

Sex :	F	Nationality :	India
Date of birth :	25/02/1973	Date of superannuation :	28/02/2029
Father's Name:	L Benson	Mother's Name:	jessy Benson
Blood group :	A+	Religion :	Hindu
Caste :	Sambava	Category(SC/ST/OBC/OC/GEN) :	SC
Ex-service Men(Yes/No):	N	Physically handicapped(Yes/No) :	N
If Yes, Nature of Hanicap:			
PAN Number :	BRKPB3816P	Ration Card No:	1106206912
Voter Id Card No:	KL19131477124	Marital Status :	M
Spouse's Name :	Joy M	Is Inter Religion / Caste(Yes/No) :	N
Spouse's Religion:	Hindu	Spouse's Caste :	Sambava
Is Spouse Employed(Yes/No):	Y	Spouse Employed In :	Police
Identification Marks 1 :	A small scar near left eye		
2 :	A Black mole on left side of the neck		
Height(cm) :	150		

Present Service Details

Department :	Legislature Secretariat	Office :	Legislature Secretariat
Section :		Seat No :	
Employment Type :	Regular	Service category :	State Subordinate
Designation :	Assistant Section Officer	SDO Code :	
P F Type :	GPFKERALA	P F Number :	P&L451611
Date of joining in Gov. Service :	31/10/2011	Date of joining in the Department :	31/10/2011

Details of parent department, if currently on deputaion

Parent Department :		Parent Office :	
Designation :		Deputaion w.e.f :	
Deputaion Year :		Deputation Months :	
Order Number :		Order Date :	

Present Address

House No and Name: 3/999 Green View
Street Name : Moongottukonam
Place : Kattakkada
Pin : 695572
State : Kerala
District : Thiruvananthapuram
Taluk : Neyyatinkara
Village : Kulathummal
Phone Number : 04712512416
Home Town : Kattakkada
E-mail Address : accb@niyamasabha.org

Permanent Address

House No and Name: 3/999 Green View
Street Name : Moongottukanam
Place : Kattakkada
Pin : 695572
State : Kerala
District : Thiruvananthapuram
Taluk : Neyyatinkara
Village : Kulathummal
Phone Number : 04712512416
Mobile Number : 9495186446

Recruitment Details

Source:	PSC	Type:	General	Method:	Direct
Adv. memo No.:	RIA(1)8803/10/GW(2)	Adv. Memo Date:	04/10/2011	SI No. in Memo:	1
App. order No:	16544(ACA4)/2011/LEG	App. order Date:	27/10/2011	Entry Category:	State Subordinate
Is Dist. Recruit ?	N	Selected District:			

Police Verification Details

Ref No. :		Ver Report Date:		Police Station:	
Remarks :					

Qualifications

Course Type	Course Name	Subject	University	Institution	Class Obtained	Reg No.	Year Of Pass
Graduation-Science	B Sc	science	Mahatma Gandhi University				1993

Details Of Dependents		
Name	Relationship	Date Of Birth
Joy M	Husband	25/05/1962
Mercy	Mother	01/01/1955

Departmental Tests Passed							
Department	Test Name	Month	Year	Reg No.	Certificate No	Certificate Date	
Legislature Secretariat	Account Test Lower	1	2014	101170	16690#1#6		
Legislature Secretariat	Secretariat Manual	7	2012	101900	10443#1#1		

Details of Training Programs Attended							
Course Title	Sponsored By	Conducted By	City Name	Country	Qualification	Training From	Training To

Previous Qualifying Services					
Office	Post Held	Date From	Date To	Reason For Termination	

Details of Declaration of Probation						
Department	District	Office	Designation	With Effect From	Probation Order No	Probation Order Date
Legislature Secretariat	Thiruvananthapuram	Legislature Secretariat	Assistant	31/10/2013	20601/SA2/13/Leg	13/12/2013

Details of Regularisation						
Department	District	Office	Designation	Date of Entry	Order No	Order Date
Legislature Secretariat	Thiruvananthapuram	Legislature Secretariat	Assistant	31/10/2011	12521/Services A2(ACA4)/2012/L	27/02/2013

Service Details							
Department	Category	Date From	Date To	Office	Designation	Basic Pay	Remarks
Legislature Secretariat	State Subordinate	31/10/2011 -	30/09/2012 -	Legislature Secretariat	Assistant	13900	
Legislature Secretariat	State Subordinate	01/10/2012 FN	30/09/2013 AN	Legislature Secretariat	Assistant	14260	
Legislature Secretariat	State Subordinate	01/10/2013 -	30/10/2013 -	Legislature Secretariat	Assistant	14980	
Legislature Secretariat	State Subordinate	31/10/2013 FN	30/06/2014 AN	Legislature Secretariat	Assistant - Senior Grade	16180	
Legislature Secretariat	State Subordinate	01/07/2014 FN	30/09/2014 AN	Legislature Secretariat	Assistant - Senior Grade	31500	Pay Fixation
Legislature Secretariat	State Subordinate	01/10/2014 FN	30/09/2015 AN	Legislature Secretariat	Assistant - Senior Grade	32300	Increment
Legislature Secretariat	State Subordinate	01/10/2015 -	30/09/2016 -	Legislature Secretariat	Assistant - Senior Grade	33100	
Legislature Secretariat	State Subordinate	01/10/2016 FN	30/09/2017 AN	Legislature Secretariat	Assistant - Senior Grade	33900	
Legislature Secretariat	State Subordinate	01/10/2017 -	30/09/2018 -	Legislature Secretariat	Assistant - Senior Grade	34800	
Legislature Secretariat	State Subordinate	01/10/2018 -	30/06/2019 -	Legislature Secretariat	Assistant - Senior Grade	35700	Promotion
Legislature Secretariat	State Subordinate	01/07/2019 -	26/08/2019 -	Legislature Secretariat	Assistant - Senior Grade	50200	Promotion
Legislature Secretariat	State Subordinate	27/08/2019 -	30/09/2019 -	Legislature Secretariat	Assistant Section Officer	52600	
Legislature Secretariat	State Subordinate	01/10/2019 -	30/09/2020 -	Legislature Secretariat	Assistant Section Officer	53900	
Legislature Secretariat	State Subordinate	01/10/2020 -	30/09/2021 -	Legislature Secretariat	Assistant Section Officer	55200	

Disciplinary Actions												
Ref No	Ref date	Nature of charge	Enquiry officer	File No	Penalty	Penalty remarks	Penalty start date	Penalty order No	Penalty order date	Penalty revoke order date	Revoke order no	Revoke order date

Details of Award Received						
Department	District	Office	Nature Of Award	Purpose	Date Of Award	

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Leave On Credit		
As On Date	Leave Type	Days On Credit
13/03/2013	Earned Leave	29.00
22/01/2015	Earned Leave	44.00
31/03/2015	Earned Leave	35.00
14/07/2016	Half Pay Leave	60.00
14/05/2017	Earned Leave	39.00
05/03/2019	Earned Leave	30.00
01/03/2020	Earned Leave	26.00

Leave Availed					
Leave Type	From Date	To Date	Purpose	Sanction No	Sanction By
Half Pay Leave	15/07/2016	20/07/2016		1	us
Special Casual Leave	13/09/2017	15/09/2017			
Half Pay Leave	14/12/2017	15/12/2017			
Half Pay Leave	11/06/2018	12/06/2018			
Half Pay Leave	16/07/2018	17/07/2018			us
Half Pay Leave	17/08/2018	18/08/2018			

Encashment of Leave During Service				
As on date	No. of days	Amount	Sanction Order No	Sanction Date
14/03/2013	29	21090	343/2013/leg	21/03/2013
23/01/2015	30	29823	138/2015	05/02/2015
01/04/2015	30	30984	446/2015	10/04/2015
01/04/2016	30	37486	558/2016	18/04/2016
15/05/2017	30	41046	841/2017	18/05/2017
06/03/2019	30	43455	362/2019	15/03/2019
07/03/2020	26	42120	335/2020	11/03/2020

Nominations for PF, Pensionary and other claims					
Benefit Name	Nominee name	Nominee address	Relationship	Invalid on the happening of	Amount Portion
S.L.I	Joy M	Green View karicharuvila moongottukonam kattakkada p o tvn	Husband		full

Annual Performance Report submission details			
Period from	Period To	Submitted(Y/ N)	Submitted Date

Annual Property Return submission details			
Period from	Period To	Submitted(Y/ N)	Submitted date

Details of official accommodation availed (Quarters)						
Station	From date	To date	Is Eligible for HRA	Address	Sanction No	Sanction date

Details of disbursement of loans like HBA, MCA, GPF advance etc.						
Loan Item	Instalment No.	Disbursement date	Amount	Order number	Order date	

Details of current Loans/ Advance Recovery									
Loan Item	Loan Acc No	Loan Amount	Instalment Amount	No.of Instalments	Last Instalment No.	Amount already paid	Status	Freeze Recovery	Principal or Interest
Festival Advance(002)	FestAdv0820 21	15000	3000	5	4	12000		N	P

Details of benefits like GPF, GI, SLI, FBS, D.C.R.G, Pension etc						
Benefit Type	Identifying No.	Sum Assured	Subscription	Risk Effect From	Maturity Date	

Present Salary Details									

Basic Pay:	56500	Bill type:	ASO	Acquittance Group:	ASSISTANTS A
Last Change Date:	01/10/2021	Next Incr. Date:	01/10/2022		
Credit To Bank:	Y	Bank:		Account No.:	799012600373896

Additional Pay and Allowances		
Description	Amount	W.E.Date

Deductions and Recoveries			
SI No.	Deduction	Amount	Details
0	Excess Pay Drawn(000)	1081	1081
1	Excess Pay Drawn(000)	6620	6620
2	Excess Pay Drawn(000)	3203	3203
3	Excess Pay Drawn(000)	1740	1740
4	Excess Pay Drawn(000)	905	905
0	State Life Insurance-sub(129)	500	500
1	State Life Insurance-sub(129)	1000	1000
0	LIC Premium(303)	255	255
2	Income tax(311)	3000	3000
1	Group Insurance Scheme(324)	800	800
0	GPAI Scheme(375)	500	500
1	CMDRF-Flood Relief	4302	4302
1	GPF - Monthly Sub.(701)	3500	3500
1	Arrear to PF(709)	102147	102147
1	Ocki Relief Fund Contribution	300	300
0	Profession Tax(777)	1250	1250

Government of Kerala
Service and Payroll Administrative Repository for Kerala
Employee Data Sheet

PEN : 668836 **Name :** Silvi Salim



Personal Memoranda

Sex :	F	Nationality :	India
Date of birth :	13/03/1984	Date of superannuation :	31/03/2040
Father's Name:	Salim M	Mother's Name:	Raseena Beevi
Blood group :	B+	Religion :	Islam
Caste :	muslim	Category(SC/ST/OBC/OC/GEN) :	OBC
Ex-service Men(Yes/No):	N	Physically handicapped(Yes/No) :	N
If Yes, Nature of Hanicap:			
PAN Number :	CUVPS6335K	Ration Card No:	
Voter Id Card No:		Marital Status :	M
Spouse's Name :	Aseef Jamaluddin	Is Inter Religion / Caste(Yes/No) :	N
Spouse's Religion:	Islam	Spouse's Caste :	Muslim
Is Spouse Employed(Yes/No):	Y	Spouse Employed In :	IT Sector
Identification Marks 1 :	A Black mole on the right elbow		
2 :	A small Black mole above the left elbow		
Height(cm) :	164		

Present Service Details

Department :	Legislature Secretariat	Office :	Legislature Secretariat
Section :		Seat No :	
Employment Type :	Regular	Service category :	State Subordinate
Designation :	Assistant Section Officer	SDO Code :	
P F Type :	GPFKERALA	P F Number :	PL452380
Date of joining in Gov. Service :	01/12/2011	Date of joining in the Department :	01/12/2011

Details of parent department, if currently on deputaion

Parent Department :		Parent Office :	
Designation :		Deputaion w.e.f :	
Deputaion Year :		Deputation Months :	
Order Number :		Order Date :	

Present Address

House No and Name: TC 11/872 SRA 99 B
Street Name : Mosque lane
Place : Kesavadasapuram
Pin : 695004
State : Kerala
District : Thiruvananthapuram
Taluk : Thiruvananthapuram
Village : Ullur
Phone Number : 04712559307
Home Town : Thiruvananthapuram
E-mail Address : siluaseef@gmail.com

Permanent Address

House No and Name: TC 11/872 SRA 99 B
Street Name : Mosque lane
Place : Kesavadasapuram
Pin : 695004
State : Kerala
District : Thiruvananthapuram
Taluk : Thiruvananthapuram
Village : Ullur
Phone Number : 04712559307
Mobile Number : 9447319798

Recruitment Details

Source:	PSC	Type:	General	Method:	Direct
Adv. memo No.:	RIA(1)8803/10/GW(2)	Adv. Memo Date:	04/10/2011	SI No. in Memo:	1
App. order No:	16544(ACA4)/2011/LEG	App. order Date:	27/10/2011	Entry Category:	State Subordinate
Is Dist. Recruit ?	N	Selected District:			

Police Verification Details

Ref No. :		Ver Report Date:		Police Station:	
Remarks :					

Qualifications							
Course Type	Course Name	Subject	University	Institution	Class Obtained	Reg No.	Year Of Pass
Graduation-Science	B Sc	science	University of Kerala				2003

Details Of Dependents			
Name		Relationship	Date Of Birth
Aisha Manha		Daughter	29/06/2012

Departmental Tests Passed							
Department		Test Name	Month	Year	Reg No.	Certificate No	Certificate Date
Legislature Secretariat		Account Test Higher	1	2014	100735	14546#1#9	
Legislature Secretariat		Secretariat Manual	7	2013	101322	9974#1#1	

Details of Training Programs Attended							
Course Title	Sponsored By	Conducted By	City Name	Country	Qualification	Training From	Training To

Previous Qualifying Services					
Office	Post Held	Date From	Date To	Reason For Termination	

Details of Declaration of Probation						
Department	District	Office	Designation	With Effect From	Probation Order No	Probation Order Date
Legislature Secretariat	Thiruvananthapuram	Legislature Secretariat	Assistant	28/05/2014	15907/SA2/2012/leg	09/06/2014

Details of Regularisation						
Department	District	Office	Designation	Date of Entry	Order No	Order Date
Legislature Secretariat	Thiruvananthapuram	Legislature Secretariat	Assistant	01/12/2011	12521/Services A2(ACA4)/2012/L	27/02/2013

Service Details							
Department	Category	Date From	Date To	Office	Designation	Basic Pay	Remarks
Legislature Secretariat	State Subordinate	01/12/2011 -	30/11/2012 -	Legislature Secretariat	Assistant	13900	
Legislature Secretariat	State Subordinate	01/12/2012 FN	24/05/2014 AN	Legislature Secretariat	Assistant	14260	
Legislature Secretariat	State Subordinate	25/05/2014 FN	31/05/2014 AN	Legislature Secretariat	Assistant	14620	
Legislature Secretariat	State Subordinate	01/06/2014 FN	30/06/2014 AN	Legislature Secretariat	Assistant - Senior Grade	16180	
Legislature Secretariat	State Subordinate	01/07/2014 FN	31/05/2015 AN	Legislature Secretariat	Assistant - Senior Grade	31500	Pay Fixation
Legislature Secretariat	State Subordinate	01/06/2015 FN	31/05/2016 AN	Legislature Secretariat	Assistant - Senior Grade	32300	
Legislature Secretariat	State Subordinate	01/06/2016 FN	31/05/2017 AN	Legislature Secretariat	Assistant - Senior Grade	33100	
Legislature Secretariat	State Subordinate	01/06/2017 -	31/05/2018 -	Legislature Secretariat	Assistant - Senior Grade	33900	
Legislature Secretariat	State Subordinate	01/06/2018 -	31/05/2019 -	Legislature Secretariat	Assistant - Senior Grade	34800	
Legislature Secretariat	State Subordinate	01/06/2019 -	30/06/2019 -	Legislature Secretariat	Assistant - Senior Grade	35700	Promotion
Legislature Secretariat	State Subordinate	01/07/2019 -	31/03/2020 -	Legislature Secretariat	Assistant - Senior Grade	50200	Promotion
Legislature Secretariat	State Subordinate	01/04/2020 -	31/05/2020 -	Legislature Secretariat	Assistant Section Officer	52600	
Legislature Secretariat	State Subordinate	01/06/2020 -	31/05/2021 -	Legislature Secretariat	Assistant Section Officer	53900	

Disciplinary Actions												
Ref No	Ref date	Nature of charge	Enquiry officer	File No	Penalty	Penalty remarks	Penalty start date	Penalty order No	Penalty order date	Penalty revoke order date	Revoke order no	Revoke order date

Details of Award Received					
Department	District	Office	Nature Of Award	Purpose	Date Of Award

Leave On Credit		
As On Date	Leave Type	Days On Credit
13/10/2014	Earned Leave	55.00
19/04/2015	Earned Leave	42.00
03/07/2016	Earned Leave	52.00
31/05/2017	Earned Leave	51.00
31/03/2018	Earned Leave	48.00
25/09/2018	Earned Leave	0.00
26/09/2018	Earned Leave	33.00
22/07/2019	Earned Leave	30.00

Leave Availed					
Leave Type	From Date	To Date	Purpose	Sanction No	Sanction By
Leave Without Allowance without MC (Rule 88)	05/11/2012	03/01/2013			us
Leave Without Allowance without MC (Rule 88)	04/01/2013	26/02/2013			us
Leave Without Allowance without MC (Rule 88)	27/02/2013	26/04/2013			

Encashment of Leave During Service				
As on date	No. of days	Amount	Sanction Order No	Sanction Date
14/10/2014	30	26433	1466/2014	15/10/2014
20/04/2015	30	30264	519/2015	22/04/2015
04/07/2016	30	39351	1182/2016	07/07/2016
01/06/2017	30	42072	951/2017	05/06/2017
01/04/2018	30	41046	543/2018	09/04/2018
26/09/2018	30	42420	1553/2018	27/09/2018
22/07/2019	30	45240	1069/2019	25/07/2019
10/12/2020	30	48600	1202/2020/leg	17/12/2020

Nominations for PF, Pensionary and other claims					
Benefit Name	Nominee name	Nominee address	Relationship	Invalid on the happening of	Amount Portion
G.P.F	Aseef Jamaluddin	TC 11/872 SRA 99(B) Mosque lane Kesavadasapuram tvn	Husband		Full
Group Insurance	Aseef Jamaluddin	TC 11/872 SRA 99(B) Mosque lane Kesavadasapuram Tvm	Husband		Full
S.L.I	Aseef Jamaluddin	TC 11/872 SRA 99(B)Mosque lane Kesavadasapuram tvn	Husband		full

Annual Performance Report submission details			
Period from	Period To	Submitted(Y/ N)	Submitted Date

Annual Property Return submission details			
Period from	Period To	Submitted(Y/ N)	Submitted date

Details of official accommodation availed (Quarters)						
Station	From date	To date	Is Eligible for HRA	Address	Sanction No	Sanction date

Details of disbursement of loans like HBA, MCA, GPF advance etc.					
Loan Item	Instalment No.	Disbursement date	Amount	Order number	Order date

Details of current Loans/ Advance Recovery									
Loan Item	Loan Acc No	Loan Amount	Instalment Amount	No.of Instalments	Last Instalment No.	Amount already paid	Status	Freeze Recovery	Principal or Interest
Festival Advance(002)	FestAdv082021	15000	3000	5	4	12000		N	P
GPF Loan Repayment(801)	PL452380	600120	16670	36	21	408415		N	P

Details of benefits like GPF, GI, SLI, FBS, D.C.R.G, Pension etc					
Benefit Type	Identifying No.	Sum Assured	Subscription	Risk Effect From	Maturity Date

Present Salary Details					
Basic Pay:	55200	Bill type:	ASO	Acquittance Group:	ASSISTANTS A
Last Change Date:	01/06/2021	Next Incr. Date:	01/06/2022		
Credit To Bank:	Y	Bank:		Account No.:	799012600389345

Additional Pay and Allowances		
Description	Amount	W.E.Date

Deductions and Recoveries			
SINo.	Deduction	Amount	Details
0	Excess Pay Drawn(000)	1064	1064
1	Excess Pay Drawn(000)	4500	4500
2	Excess Pay Drawn(000)	4770	4770
0	State Life Insurance-sub(129)	1000	1000
1	LIC Premium(303)	1845	1845
1	Income tax(311)	3000	3000
1	Group Insurance Scheme(324)	800	800
0	GPAI Scheme(375)	500	500
1	GPF - Monthly Sub.(701)	3500	3500
1	Arrear to PF(709)	103114	103114
1	Ocki Relief Fund Contribution	500	500
0	Profession Tax(777)	1250	1250

Government of Kerala
Service and Payroll Administrative Repository for Kerala
Employee Data Sheet

PEN : 679071 **Name :** Pratheesh B C



Personal Memoranda

Sex :	M	Nationality :	India
Date of birth :	12/05/1983	Date of superannuation :	31/05/2039
Father's Name:	Balakrishnan P	Mother's Name:	Chandrabai B
Blood group :	O+	Religion :	Christian
Caste :	Nadar	Category(SC/ST/OBC/OC/GEN) :	OBC
Ex-service Men(Yes/No):	N	Physically handicapped(Yes/No) :	N
If Yes, Nature of Hanicap:			
PAN Number :	BWAPP7823H	Ration Card No:	1105117987
Voter Id Card No:	FDQ1262963	Marital Status :	M
Spouse's Name :	Anithadas V	Is Inter Religion / Caste(Yes/No) :	N
Spouse's Religion:	Christian	Spouse's Caste :	Nadar
Is Spouse Employed(Yes/No):	N	Spouse Employed In :	
Identification Marks 1 :	A mole on left forearm		
2 :	A mole below the right eye		
Height(cm) :	165		

Present Service Details

Department :	Legislature Secretariat	Office :	Legislature Secretariat
Section :		Seat No :	
Employment Type :	Regular	Service category :	State Subordinate
Designation :	Assistant Section Officer	SDO Code :	
P F Type :	GPFKERALA	P F Number :	P&L455550
Date of joining in Gov. Service :	02/02/2012	Date of joining in the Department :	02/02/2012

Details of parent department, if currently on deputaion

Parent Department :		Parent Office :	
Designation :		Deputaion w.e.f :	
Deputaion Year :		Deputation Months :	
Order Number :		Order Date :	

Present Address

House No and Name: 376 B C Bhavan
Street Name : Kappikad
Place : Poovachal P O
Pin : 695575
State : Kerala
District : Thiruvananthapuram
Taluk : Nedumangad
Village : Perunkulam
Phone Number : 04727384022
Home Town : Thiruvananthapuram
E-mail Address : pratheeshbc83@gmail.com

Permanent Address

House No and Name: 376 B C Bhavan
Street Name : Kappikad
Place : Poovachal P O
Pin : 695575
State : Kerala
District : Thiruvananthapuram
Taluk : Nedumangad
Village : Perunkulam
Phone Number : 04727384022
Mobile Number : 9497384022

Recruitment Details

Source:	PSC	Type:	General	Method:	Direct
Adv. memo No.:	RIA(1)8803/10/GW(3)	Adv. Memo Date:	06/01/2012	SI No. in Memo:	
App. order No:	17248/ACA4/2011/Leg	App. order Date:	30/01/2012	Entry Category:	State Subordinate
Is Dist. Recruit ?	N	Selected District:			

Police Verification Details

Ref No. :		Ver Report Date:		Police Station:	
Remarks :					

Qualifications

Course Type	Course Name	Subject	University	Institution	Class Obtained	Reg No.	Year Of Pass
Graduation-Arts	B A	History	University of Kerala			622011/A2003	2003
Graduation-Education	B Ed	History	University of Kerala			4303	2005
NET	NET	History	UGC			37060053	2012
Post Graduation-Arts	M A	History	University of Kerala			54001405	2007
M phil	M Phil	History	University of Kerala			8323	2010
SET	set	History	DHSE			31140111	2012

Details Of Dependents		
Name	Relationship	Date Of Birth
Anithadas V	Wife	29/10/1988
Velaina P A	Daughter	22/09/2014

Departmental Tests Passed							
Department	Test Name	Month	Year	Reg No.	Certificate No	Certificate Date	
Legislature Secretariat	Account Test Higher	1	2014	100467	16279#1#9		
Legislature Secretariat	Account Test Lower	1	2013	100384	10828#1#6		
Legislature Secretariat	Secretariat Manual	1	2013	100384	10828#1#1		

Details of Training Programs Attended							
Course Title	Sponsored By	Conducted By	City Name	Country	Qualification	Training From	Training To

Previous Qualifying Services					
Office	Post Held	Date From	Date To	Reason For Termination	

Details of Declaration of Probation						
Department	District	Office	Designation	With Effect From	Probation Order No	Probation Order Date
Legislature Secretariat	Thiruvananthapuram	Legislature Secretariat	Assistant	02/02/2014	12421/SA2/2014/Leg	18/03/2014

Details of Regularisation						
Department	District	Office	Designation	Date of Entry	Order No	Order Date
Legislature Secretariat	Thiruvananthapuram	Legislature Secretariat	Assistant	02/02/2012	12521/Services A2(ACA4)/2012/L	27/02/2013

Service Details							
Department	Category	Date From	Date To	Office	Designation	Basic Pay	Remarks
Legislature Secretariat	State Subordinate	02/02/2012 -	31/01/2013 -	Legislature Secretariat	Assistant	13900	
Legislature Secretariat	State Subordinate	01/02/2013 FN	01/02/2014 AN	Legislature Secretariat	Assistant	14260	
Legislature Secretariat	State Subordinate	02/02/2014 FN	30/06/2014 AN	Legislature Secretariat	Assistant - Senior Grade	16180	
Legislature Secretariat	State Subordinate	01/07/2014 FN	31/01/2015 AN	Legislature Secretariat	Assistant - Senior Grade	31500	Pay Fixation
Legislature Secretariat	State Subordinate	01/02/2015 FN	31/01/2016 AN	Legislature Secretariat	Assistant - Senior Grade	32300	Increment
Legislature Secretariat	State Subordinate	01/02/2016 -	31/01/2017 -	Legislature Secretariat	Assistant - Senior Grade	33100	
Legislature Secretariat	State Subordinate	01/02/2017 -	31/01/2018 -	Legislature Secretariat	Assistant - Senior Grade	33900	
Legislature Secretariat	State Subordinate	01/02/2018 -	31/01/2019 -	Legislature Secretariat	Assistant - Senior Grade	34800	
Legislature Secretariat	State Subordinate	01/02/2019 -	30/06/2019 -	Legislature Secretariat	Assistant - Senior Grade	35700	Promotion
Legislature Secretariat	State Subordinate	01/07/2019 -	06/11/2019 -	Legislature Secretariat	Assistant - Senior Grade	50200	Promotion
Legislature Secretariat	State Subordinate	07/11/2019 -	31/01/2020 -	Legislature Secretariat	Assistant Section Officer	52600	
Legislature Secretariat	State Subordinate	01/02/2020 -	18/02/2020 -	Legislature Secretariat	Assistant Section Officer	53900	Reversion
Legislature Secretariat	State Subordinate	19/02/2020 -	31/03/2020 -	Legislature Secretariat	Assistant - Senior Grade	51400	Promotion
Legislature Secretariat	State Subordinate	01/04/2020 -	31/01/2021 -	Legislature Secretariat	Assistant Section Officer	53900	

Disciplinary Actions												
Ref No	Ref date	Nature of charge	Enquiry officer	File No	Penalty	Penalty remarks	Penalty start date	Penalty order No	Penalty order date	Penalty revoke order date	Revoke order no	Revoke order date

Details of Award Received					
Department	District	Office	Nature Of Award	Purpose	Date Of Award

Leave On Credit		
As On Date	Leave Type	Days On Credit
15/08/2013	Earned Leave	34.00
31/03/2015	Earned Leave	44.00
31/03/2016	Earned Leave	47.00
31/03/2017	Earned Leave	37.00
31/03/2018	Earned Leave	52.00
31/03/2019	Earned Leave	55.00

Leave Aailed					
Leave Type	From Date	To Date	Purpose	Sanction No	Sanction By

Encashment of Leave During Service				
As on date	No. of days	Amount	Sanction Order No	Sanction Date
16/08/2013	30	22958	1723/2013	27/08/2013
08/08/2014	30	26433	1220/2014	14/08/2014
01/04/2015	30	30984	446/2015	10/04/2015
01/04/2016	30	37486	558/2016	18/04/2016
01/04/2017	30	40368	579/2017/Nise	07/04/2017
01/04/2018	30	42072	543/2018	09/04/2018
01/04/2019	30	43455	499/2019	06/04/2019
10/02/2021	30	49800	236/2021	16/02/2021

Nominations for PF, Pensionary and other claims					
Benefit Name	Nominee name	Nominee address	Relationship	Invalid on the happening of	Amount Portion
G.P.F	Balakrishnan P	B C Bhavan kappikkad poovachal p o Thiruvananthapuram 695 575	Father		

Annual Performance Report submission details			
Period from	Period To	Submitted(Y/ N)	Submitted Date

Annual Property Return submission details			
Period from	Period To	Submitted(Y/ N)	Submitted date

Details of official accommodation availed (Quarters)						
Station	From date	To date	Is Eligible for HRA	Address	Sanction No	Sanction date

Details of disbursement of loans like HBA, MCA, GPF advance etc.					
Loan Item	Instalment No.	Disbursement date	Amount	Order number	Order date

Details of current Loans/ Advance Recovery									
Loan Item	Loan Acc No	Loan Amount	Instalment Amount	No.of Instalments	Last Instalment No.	Amount already paid	Status	Freeze Recovery	Principal or Interest
Festival Advance(002)	FestAdv0820 21	15000	3000	5	4	12000		N	P
GPF Loan Repayment(8 01)	P&L455550	247680	6880	36	8	55040		N	P

Details of benefits like GPF, GI, SLI, FBS, D.C.R.G, Pension etc					
Benefit Type	Identifying No.	Sum Assured	Subscription	Risk Effect From	Maturity Date

Present Salary Details					
Basic Pay:	55200	Bill type:	ASO	Acquittance Group:	ASSISTANTS A
Last Change Date:	01/02/2021	Next Incr. Date:	01/02/2022		
Credit To Bank:	Y	Bank:		Account No.:	799012600394670

Additional Pay and Allowances		
Description	Amount	W.E.Date

Deductions and Recoveries			
SINo.	Deduction	Amount	Details
1	Excess Pay Drawn(000)	3145	3145
0	State Life Insurance-sub(129)	1000	1000
0	LIC Premium(303)	1092	1092
1	LIC Premium(303)	700	700
1	Income tax(311)	1000	1000
1	Group Insurance Scheme(324)	800	800
0	GPAI Scheme(375)	500	500
1	GPF - Monthly Sub.(701)	7000	7000
1	Arrear to PF(709)	102781	102781
1	Ocki Relief Fund Contribution	200	200
0	Profession Tax(777)	1250	1250

Government of Kerala
Service and Payroll Administrative Repository for Kerala
Employee Data Sheet

PEN : 679074 **Name :** Sreeja P S



Personal Memoranda

Sex :	F	Nationality :	India
Date of birth :	08/02/1976	Date of superannuation :	29/02/2032
Father's Name:	Sreekantan Nair K	Mother's Name:	Padmavathy Amma D
Blood group :	A+	Religion :	Hindu
Caste :	Nair	Category(SC/ST/OBC/OC/GEN) :	Gen
Ex-service Men(Yes/No):	N	Physically handicapped(Yes/No) :	N
If Yes, Nature of Hanicap:			
PAN Number :	DYUPS2707B	Ration Card No:	1103019609
Voter Id Card No:	UYX0310128	Marital Status :	M
Spouse's Name :	Gopakumar K	Is Inter Religion / Caste(Yes/No) :	N
Spouse's Religion:	Hindu	Spouse's Caste :	Nair
Is Spouse Employed(Yes/No):	N	Spouse Employed In :	NA
Identification Marks 1 :	Black mole on the right cheek near the eye		
2 :	Black mole on left hand		
Height(cm) :	158		

Present Service Details

Department :	Legislature Secretariat	Office :	Legislature Secretariat
Section :		Seat No :	
Employment Type :	Regular	Service category :	State Subordinate
Designation :	Assistant Section Officer	SDO Code :	
P F Type :	GPFKERALA	P F Number :	P&L449763
Date of joining in Gov. Service :	16/12/2009	Date of joining in the Department :	08/02/2012

Details of parent department, if currently on deputaion

Parent Department :		Parent Office :	
Designation :		Deputaion w.e.f :	
Deputaion Year :		Deputation Months :	
Order Number :		Order Date :	

Present Address

House No and Name: Kanchivila Veedu 64/861
Street Name : Kannankode
Place : KARUMOM
Pin : 695002
State : Kerala
District : Thiruvananthapuram
Taluk : Thiruvananthapuram
Village : Nemam
Phone Number : 04712512421
Home Town : Thiruvananthapuram
E-mail Address : accb@niyamasabha.org

Permanent Address

House No and Name: Kanchivila Veedu 64/861
Street Name : Kannankode
Place : KARUMOM
Pin : 695002
State : Kerala
District : Thiruvananthapuram
Taluk : Thiruvananthapuram
Village : Nemam
Phone Number : 04712512421
Mobile Number : 9400739556

Recruitment Details

Source:	PSC	Type:	General	Method:	Direct
Adv. memo No.:	RWA 8803/10/GW(3)	Adv. Memo Date:	06/01/2012	SI No. in Memo:	1
App. order No:	17248/ACA4/2011/Leg	App. order Date:	30/01/2012	Entry Category:	State Subordinate
Is Dist. Recruit ?	N	Selected District:			

Police Verification Details

Ref No. :		Ver Report Date:		Police Station:	
Remarks :					

Qualifications

Course Type	Course Name	Subject	University	Institution	Class Obtained	Reg No.	Year Of Pass
Graduation-Commerce	B Com	Commerce	University of Kerala			35536	1996

Details Of Dependents			
Name		Relationship	Date Of Birth
Gokul G S		Son	17/04/2008
Gopakumar K		Husband	20/05/1967
Gopika G S		Daughter	29/09/2003

Departmental Tests Passed						
Department	Test Name	Month	Year	Reg No.	Certificate No	Certificate Date
PANCHAYATS	MOP	1	2011	22785		
Legislature Secretariat	Account Test Higher	1	2014	101203	16272#1#9	
Legislature Secretariat	Account Test Lower	7	2011	22220	8897/13	
Legislature Secretariat	Secretariat Manual	7	2012	100593	8898/13	

Details of Training Programs Attended							
Course Title	Sponsored By	Conducted By	City Name	Country	Qualification	Training From	Training To

Previous Qualifying Services				
Office	Post Held	Date From	Date To	Reason For Termination

Details of Declaration of Probation						
Department	District	Office	Designation	With Effect From	Probation Order No	Probation Order Date
PANCHAYATS	Palakkad	KOPPAM GRAMA PANCHAYAT	Clerk	16/12/2011	E2/13120/11	24/12/2011
Legislature Secretariat	Thiruvananthapuram	Legislature Secretariat	Assistant	08/02/2014	12426/SA2/2014/LEG	27/03/2014

Details of Regularisation						
Department	District	Office	Designation	Date of Entry	Order No	Order Date
PANCHAYATS	Palakkad	KOPPAM GRAMA PANCHAYAT	Clerk	16/12/2009	E2/2/2010	28/09/2010

Service Details							
Department	Category	Date From	Date To	Office	Designation	Basic Pay	Remarks
PANCHAYATS	State Subordinate	16/12/2009 FN	30/11/2010 AN	KOPPAM GRAMA PANCHAYAT	LD Clerk 15 Yrs HG	5250	
PANCHAYATS	State Subordinate	01/12/2010 FN	07/02/2012 AN	KOPPAM GRAMA PANCHAYAT	LD Clerk 15 Yrs HG	9940	
Legislature Secretariat	State Subordinate	08/02/2012 -	31/01/2013 -	Legislature Secretariat	Assistant	13900	
Legislature Secretariat	State Subordinate	01/02/2013 FN	07/02/2014 AN	Legislature Secretariat	Assistant	14260	
Legislature Secretariat	State Subordinate	08/02/2014 FN	25/08/2014 AN	Legislature Secretariat	Assistant	14620	
Legislature Secretariat	State Subordinate	26/08/2014 FN	15/09/2014 AN	Legislature Secretariat	Assistant - Senior Grade	30700	Promotion
Legislature Secretariat	State Subordinate	16/09/2014 FN	17/05/2015 AN	Legislature Secretariat	Assistant	29900	Promotion
Legislature Secretariat	State Subordinate	18/05/2015 FN	31/03/2016 AN	Legislature Secretariat	Assistant - Senior Grade	31500	
Legislature Secretariat	State Subordinate	01/04/2016 -	31/03/2017 -	Legislature Secretariat	Assistant - Senior Grade	32300	
Legislature Secretariat	State Subordinate	01/04/2017 -	31/03/2018 -	Legislature Secretariat	Assistant - Senior Grade	33100	
Legislature Secretariat	State Subordinate	01/04/2018 -	31/03/2019 -	Legislature Secretariat	Assistant - Senior Grade	33900	
Legislature Secretariat	State Subordinate	01/04/2019 -	30/06/2019 -	Legislature Secretariat	Assistant - Senior Grade	34800	
Legislature Secretariat	State Subordinate	01/07/2019 -	31/03/2020 -	Legislature Secretariat	Assistant - Senior Grade	49000	
Legislature Secretariat	State Subordinate	01/04/2020 -	12/10/2020 -	Legislature Secretariat	Assistant - Senior Grade	50200	Promotion
Legislature Secretariat	State Subordinate	13/10/2020 -	31/03/2021 -	Legislature Secretariat	Assistant Section Officer	52600	

Disciplinary Actions

Ref No	Ref date	Nature of charge	Enquiry officer	File No	Penalty	Penalty remarks	Penalty start date	Penalty order No	Penalty order date	Penalty revoke order date	Revoke order no	Revoke order date

Details of Award Received												
Department		District		Office		Nature Of Award		Purpose		Date Of Award		

Leave On Credit		
As On Date	Leave Type	Days On Credit
01/05/2012	Earned Leave	34.00
31/03/2013	Earned Leave	33.00
31/03/2014	Earned Leave	52.00
31/03/2015	Earned Leave	54.00
02/06/2016	Earned Leave	63.00
02/05/2017	Earned Leave	63.00
09/04/2018	Earned Leave	64.00
07/05/2019	Earned Leave	70.00

Leave Aailed					
Leave Type	From Date	To Date	Purpose	Sanction No	Sanction By

Encashment of Leave During Service				
As on date	No. of days	Amount	Sanction Order No	Sanction Date
03/05/2012	30	19349	597/2012	10/05/2012
01/04/2013	30	21817	384/2013/leg	03/04/2013
01/04/2014	30	24971	570/2014	09/04/2014
01/04/2015	30	28104	446/2015	10/04/2015
02/06/2016	30	37607	961/2016	08/06/2016
02/05/2017	30	40134	792/2017	08/05/2017
10/04/2018	30	41046	568/2018	11/04/2018
07/05/2019	30	44160	700/2019	16/05/2019
10/02/2021	30	47400	236/2021	16/02/2021

Nominations for PF, Pensionary and other claims					
Benefit Name	Nominee name	Nominee address	Relationship	Invalid on the happening of	Amount Portion
G.P.F	Gokul G S	do	Son		
G.P.F	Gopakumar K	Kanchivila veedu karumom karumom p o thiruvananthapuram 695 002	Husband		
G.P.F	Gopika G S	do	Daughter		
Group Insurance	Gokul G S	do	Son		
Group Insurance	Gopakumar K	do	Husband		
Group Insurance	Gopika G S	do	Daughter		
S.L.I	Gopakumar K	do	Husband		
S.L.I	Gokul G S	do	Son		
S.L.I	Gopika G S	do	Daughter		

Annual Performance Report submission details			
Period from	Period To	Submitted(Y/ N)	Submitted Date

Annual Property Return submission details			
Period from	Period To	Submitted(Y/ N)	Submitted date

Details of official accommodation availed (Quarters)						
Station	From date	To date	Is Eligible for HRA	Address	Sanction No	Sanction date

Details of disbursement of loans like HBA, MCA, GPF advance etc.						
Loan Item		Instalment No.	Disbursement date	Amount	Order number	Order date

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Details of current Loans/ Advance Recovery									
Loan Item	Loan Acc No	Loan Amount	Instalment Amount	No.of Instalments	Last Instalment No.	Amount already paid	Status	Freeze Recovery	Principal or Interest
GPF Loan Repayment(801)	P&L449763	360000	10000	36	14	140000		N	P
HBA State Srvc Officers(102)	GAD117516	1575000	14600	108	53	773800		N	P

Details of benefits like GPF, GI, SLI, FBS, D.C.R.G, Pension etc					
Benefit Type	Identifying No.	Sum Assured	Subscription	Risk Effect From	Maturity Date

Present Salary Details					
Basic Pay:	53900	Bill type:	ASO	Acquittance Group:	ASSISTANTS A
Last Change Date:	01/04/2021	Next Incr. Date:	01/04/2022		
Credit To Bank:	Y	Bank:		Account No.:	799012600515527

Additional Pay and Allowances		
Description	Amount	W.E.Date

Deductions and Recoveries			
SINo.	Deduction	Amount	Details
0	State Life Insurance-sub(129)	300	300
1	State Life Insurance-sub(129)	1200	1200
1	Postal Life Insurance(307)	2775	2775
1	Income tax(311)	5000	5000
1	Group Insurance Scheme(324)	800	800
0	GPAI Scheme(375)	500	500
1	GPF - Monthly Sub.(701)	10000	10000
2	GPF - Monthly Sub.(701)	5000	5000
1	Arrear to PF(709)	97580	97580
1	Ocki Relief Fund Contribution	300	300
0	Profession Tax(777)	1250	1250

Government of Kerala
Service and Payroll Administrative Repository for Kerala
Employee Data Sheet

PEN : 679077 **Name :** Sreesha S

Sreesha S.



Personal Memoranda

Sex :	F	Nationality :	India
Date of birth :	19/05/1983	Date of superannuation :	31/05/2039
Father's Name:	Sreedharan K	Mother's Name:	Babykutty K
Blood group :	B+	Religion :	Hindu
Caste :	Velan	Category(SC/ST/OBC/OC/GEN) :	SC
Ex-service Men(Yes/No):	N	Physically handicapped(Yes/No) :	N
If Yes, Nature of Hanicap:			
PAN Number :	DUCPS6664F	Ration Card No:	
Voter Id Card No:	KTZ1414325	Marital Status :	M
Spouse's Name :	Anoop P S	Is Inter Religion / Caste(Yes/No) :	N
Spouse's Religion:	Hindu	Spouse's Caste :	Pathiyan
Is Spouse Employed(Yes/No):	Y	Spouse Employed In :	Rural development
Identification Marks 1 :	A black mole on the upper lip		
2 :	A brown mole at the crook of the left arm		
Height(cm) :	152		

Present Service Details

Department :	Legislature Secretariat	Office :	Legislature Secretariat
Section :		Seat No :	
Employment Type :	Regular	Service category :	State Subordinate
Designation :	Assistant Section Officer	SDO Code :	
P F Type :	GPFKERALA	P F Number :	P&L451610
Date of joining in Gov. Service :	08/02/2012	Date of joining in the Department :	08/02/2012

Details of parent department, if currently on deputaion

Parent Department :		Parent Office :	
Designation :		Deputaion w.e.f :	
Deputaion Year :		Deputation Months :	
Order Number :		Order Date :	

Present Address

House No and Name: Revathy IRA A 57
Street Name : Nettayam
Place : Nettayam
Pin : 695015
State : Kerala
District : Thiruvananthapuram
Taluk : Thiruvananthapuram
Village : Vattiyurkavu
Phone Number : 04712512416
Home Town : Vattiyoorkkavu
E-mail Address : accb@niyamasabha.org

Permanent Address

House No and Name: Sreenandhika
Street Name : Thekkenada p o
Place : Vaikom
Pin : 686142
State : Kerala
District : Kottayam
Taluk : Vaikom
Village : Vaikam
Phone Number : 04712512416
Mobile Number : 8281410982

Recruitment Details

Source:	PSC	Type:	General	Method:	Direct
Adv. memo No.:	RIA(1)8803/10/GW(3)	Adv. Memo Date:	06/01/2012	SI No. in Memo:	1
App. order No:	17248/ACA4/2011/Leg	App. order Date:	30/01/2012	Entry Category:	State Subordinate
Is Dist. Recruit ?	N	Selected District:			

Police Verification Details

Ref No. :		Ver Report Date:		Police Station:	
Remarks :					

Qualifications

Department	District	Office	Nature Of Award	Purpose	Date Of Award

Leave On Credit		
As On Date	Leave Type	Days On Credit
21/11/2013	Earned Leave	34.00
30/06/2014	Half Pay Leave	20.00
09/08/2015	Earned Leave	32.00
04/08/2016	Earned Leave	34.00
11/07/2018	Earned Leave	30.00
07/02/2019	Half Pay Leave	53.00
01/06/2019	Earned Leave	30.00

Leave Aailed					
Leave Type	From Date	To Date	Purpose	Sanction No	Sanction By
Half Pay Leave	01/07/2014	08/07/2014	personal	1	US SERVICES
Half Pay Leave	15/10/2019	30/11/2019			US,Services
Half Pay Leave	12/12/2019	13/12/2019			US,Services
Leave Without Allowance without MC (Rule 88)	20/12/2019	26/02/2020			US,Services
Maternity Leave	27/02/2020	24/08/2020			

Encashment of Leave During Service				
As on date	No. of days	Amount	Sanction Order No	Sanction Date
22/11/2013	30	22958	1569/2013	10/12/2013
10/08/2015	30	31979	1083/2015	13/08/2015
05/08/2016	30	38479	1393/2016	11/08/2016
12/07/2018	30	42420	1153/2018	13/07/2018
10/06/2019	30	45240	857/2019	13/06/2019

Nominations for PF, Pensionary and other claims					
Benefit Name	Nominee name	Nominee address	Relationship	Invalid on the happening of	Amount Portion
G.P.F	Anoop P S	Krishna Bhavan Pullad P o Thiruvalla Pathanamthitta	Husband		full
Group Insurance	Anoop P S	Krishna Bhavan Pullad p o Thiruvalla Pathanamthitta	husband		half
Group Insurance	Bhavesh K A	Krishna Bhavan Pullad p o Thiruvalla Pathanamthitta	Son		half
S.L.I	Anoop P S	Krishan Bhavan Pullad p o Thiruvalla Pathanamthitta	Husband		full
GPAI	Anoop P S	Krishna Bhavan Pullad p o Thiruvalla Pathanamthitta	Husband		half
GPAI	Bhavesh K A	Krishna Bhavan Pullad p o Thiruvalla Pathanamthitta	Son		half

Annual Performance Report submission details			
Period from	Period To	Submitted(Y/ N)	Submitted Date

Annual Property Return submission details			
Period from	Period To	Submitted(Y/ N)	Submitted date

Details of official accommodation availed (Quarters)						
Station	From date	To date	Is Eligible for HRA	Address	Sanction No	Sanction date

Details of disbursement of loans like HBA, MCA, GPF advance etc.						
Loan Item	Instalment No.	Disbursement date	Amount	Order number	Order date	

Details of current Loans/ Advance Recovery									
Loan Item	Loan Acc No	Loan Amount	Instalment Amount	No.of Instalments	Last Instalment No.	Amount already paid	Status	Freeze Recovery	Principal or Interest

GPF Loan Repayment(801)	P&L451610	456120	12670	36	1	12670		N	P
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Details of benefits like GPF, GI, SLI, FBS, D.C.R.G, Pension etc					
Benefit Type	Identifying No.	Sum Assured	Subscription	Risk Effect From	Maturity Date

Present Salary Details					
Basic Pay:	55200	Bill type:	ASO	Acquittance Group:	ASSISTANTS A
Last Change Date:	01/02/2021	Next Incr. Date:	01/02/2022		
Credit To Bank:	Y	Bank:		Account No.:	799012600394672

Additional Pay and Allowances		
Description	Amount	W.E.Date

Deductions and Recoveries			
SINo.	Deduction	Amount	Details
0	Excess Pay Drawn(000)	1066	1066
1	Excess Pay Drawn(000)	4378	4378
1	State Life Insurance-sub(129)	2000	2000
2	State Life Insurance-sub(129)	500	500
3	State Life Insurance-sub(129)	1000	1000
1	LIC Premium(303)	322	322
2	LIC Premium(303)	312	312
3	LIC Premium(303)	1866	1866
1	Income tax(311)	2000	2000
1	Group Insurance Scheme(324)	800	800
0	GPAI Scheme(375)	500	500
1	CMDRF-Flood Relief	4242	4242
1	GPF - Monthly Sub.(701)	3000	3000
2	GPF - Monthly Sub.(701)	3000	3000
1	Arrear to PF(709)	86519	86519
1	Ocki Relief Fund Contribution	500	500
0	Profession Tax(777)	1250	1250

Government of Kerala
Service and Payroll Administrative Repository for Kerala
Employee Data Sheet

PEN : 684529 **Name :** PREETHAKUMARI P S



Personal Memoranda

Sex :	F	Nationality :	India
Date of birth :	01/05/1978	Date of superannuation :	31/03/2034
Father's Name:	PRABHAKARAN V	Mother's Name:	SULOCHANA P
Blood group :	A+	Religion :	Hindu
Caste :	KANIKAR	Category(SC/ST/OBC/OC/GEN) :	ST
Ex-service Men(Yes/No):	N	Physically handicapped(Yes/No) :	N
If Yes, Nature of Hanicap:			
PAN Number :	DXVPS0109B	Ration Card No:	1103167921
Voter Id Card No:	FDQ1109172	Marital Status :	M
Spouse's Name :	JAYAKUMAR L	Is Inter Religion / Caste(Yes/No) :	N
Spouse's Religion:	Hindu	Spouse's Caste :	KANIKAR
Is Spouse Employed(Yes/No):	Y	Spouse Employed In :	T T P LTD
Identification Marks 1 :	1.Healed scar on anterier aspct of left hand 2. a black mole on the chest later to clavicle R side		
2 :	A black mole on the right cheek, Black mole on right forearm		
Height(cm) :	157		

Present Service Details

Department :	Legislature Secretariat	Office :	Legislature Secretariat
Section :		Seat No :	
Employment Type :	Regular	Service category :	State Subordinate
Designation :	Assistant Section Officer	SDO Code :	
P F Type :	GPFKERALA	P F Number :	LFA461955
Date of joining in Gov. Service :	28/03/2005	Date of joining in the Department :	17/05/2013

Details of parent department, if currently on deputaion

Parent Department :		Parent Office :	
Designation :		Deputaion w.e.f :	
Deputaion Year :		Deputation Months :	
Order Number :		Order Date :	

Present Address

House No and Name: VP/III/1264 KRISHNAKRIPA
Street Name : KUSIVILA
Place : MANIKANDESWARAM,VETTIKON AM
Pin : 695013
State : Kerala
District : Thiruvananthapuram
Taluk : Thiruvananthapuram
Village : Perurkada
Phone Number : 04712373263
Home Town : PANACODE
E-mail Address : preethakumari2371@gmail.com

Permanent Address

House No and Name: 13/634 MEKUMKARA
Street Name : KARAKKAMTHODU
Place : PANACODE
Pin : 695542
State : Kerala
District : Thiruvananthapuram
Taluk : Nedumangad
Village : Tholikode
Phone Number : 04712373263
Mobile Number : 9447245345

Recruitment Details

Source:	Inter Cadre	Type:	General	Method:	Transfer
Adv. memo No.:	RIA(I)8803/10/GW(2)	Adv. Memo Date:	10/08/2011	SI No. in Memo:	2
App. order No:	GO(Ms)No 479/2013/Leg	App. order Date:	17/04/2013	Entry Category:	State Subordinate
Is Dist. Recruit ?	N	Selected District:			

Police Verification Details

Ref No. :		Ver Report Date:		Police Station:	
Remarks :					

Qualifications							
Course Type	Course Name	Subject	University	Institution	Class Obtained	Reg No.	Year Of Pass
Graduation-Science	B Sc	Botany	Kerala University	Govt College for Women	First Class	30399	1998
Post Graduation-Science	M Sc	Botany	Kerala University	Govt College for Women	Second Class	7005	2003

Details Of Dependents		
Name	Relationship	Date Of Birth
Abhinand J Kumar	Son	06/05/2003
Abhinav J Kumar	Son	01/11/2000
L Jayakumar	Husband	03/03/1970

Departmental Tests Passed							
Department	Test Name	Month	Year	Reg No.	Certificate No	Certificate Date	
Legislature Secretariat	Account Test Lower	1	2010	1206	14066/10	19/07/2010	
Legislature Secretariat	Secretariat Manual	1	2009	2404			

Details of Training Programs Attended							
Course Title	Sponsored By	Conducted By	City Name	Country	Qualification	Training From	Training To

Previous Qualifying Services					
Office	Post Held	Date From	Date To	Reason For Termination	
Veterinary Dispensary Vettoor	Live Stock Inspector	28/03/2005	26/05/2008	26/05/2008	
University of Kerala	Assistant	27/05/2008	22/03/2012	22/03/2012	
Local Fund Accounts	Auditor	23/03/2012	16/05/2013	16/05/2013	

Details of Declaration of Probation						
Department	District	Office	Designation	With Effect From	Probation Order No	Probation Order Date
Kerala State Audit Department	Thiruvananthapuram	O/o The Director of Kerala State Audit	Auditor	23/03/2012	LF 5/Estt.1/13(1)	15/03/2013
Legislature Secretariat	Thiruvananthapuram	Legislature Secretariat	Assistant	25/05/2015	420/2015	12/06/2015

Details of Regularisation						
Department	District	Office	Designation	Date of Entry	Order No	Order Date

Service Details							
Department	Category	Date From	Date To	Office	Designation	Basic Pay	Remarks
Kerala State Audit Department	State Subordinate	23/03/2012 -	28/02/2013 -	Kerala State Audit Dept, Corporation Audit Office, Thrissur	Auditor	13900	
Kerala State Audit Department	State Subordinate	01/03/2013 -	16/05/2013 AN	Kerala State Audit Dept, Corporation Audit Office, Thrissur	Auditor	14260	
Kerala State Audit Department	State Subordinate	16/05/2013 AN	16/05/2013 FN	TRANSIT	Auditor	14260	
Legislature Secretariat	State Subordinate	17/05/2013 -	28/02/2014 -	Legislature Secretariat	Assistant	14260	
Legislature Secretariat	State Subordinate	01/03/2014 FN	30/06/2014 AN	Legislature Secretariat	Assistant	14620	
Legislature Secretariat	State Subordinate	01/07/2014 FN	24/05/2015 AN	Legislature Secretariat	Assistant	29200	Pay Fixation
Legislature Secretariat	State Subordinate	25/05/2015 FN	29/02/2016 AN	Legislature Secretariat	Assistant	29900	
Legislature Secretariat	State Subordinate	01/03/2016 -	17/08/2016 -	Legislature Secretariat	Assistant	30700	
Legislature Secretariat	State Subordinate	18/08/2016 -	25/12/2016 -	Legislature Secretariat	Assistant - Senior Grade	32300	
Legislature Secretariat	State Subordinate	26/12/2016 -	28/02/2017 -	Legislature Secretariat	Assistant	30700	
Legislature Secretariat	State Subordinate	01/03/2017 -	31/03/2017 -	Legislature Secretariat	Assistant	31500	
Legislature Secretariat	State Subordinate	01/04/2017 -	28/02/2018 -	Legislature Secretariat	Assistant - Senior Grade	33100	
Legislature Secretariat	State Subordinate	01/03/2018 -	28/02/2019 -	Legislature Secretariat	Assistant - Senior Grade	33900	

Legislature Secretariat	State Subordinate	01/03/2019 -	30/06/2019 -	Legislature Secretariat	Assistant - Senior Grade	34800	
Legislature Secretariat	State Subordinate	01/07/2019 -	29/02/2020 -	Legislature Secretariat	Assistant - Senior Grade	49000	
Legislature Secretariat	State Subordinate	01/03/2020 -	28/02/2021 -	Legislature Secretariat	Assistant - Senior Grade	50200	
Legislature Secretariat	State Subordinate	01/03/2021 -	31/08/2021 -	Legislature Secretariat	Assistant - Senior Grade	51400	promotion

Disciplinary Actions												
Ref No	Ref date	Nature of charge	Enquiry officer	File No	Penalty	Penalty remarks	Penalty start date	Penalty order No	Penalty order date	Penalty revoke order date	Revoke order no	Revoke order date

Details of Award Received						
Department	District	Office	Nature Of Award	Purpose	Date Of Award	

Leave On Credit		
As On Date	Leave Type	Days On Credit
28/08/2013	Earned Leave	30.00
10/06/2014	Earned Leave	33.00
02/07/2015	Earned Leave	38.00
01/05/2016	Earned Leave	35.00
06/07/2017	Earned Leave	42.00
04/05/2018	Earned Leave	38.00
02/12/2018	Half Pay Leave	40.00
26/08/2019	Earned Leave	30.00

Leave Aailed					
Leave Type	From Date	To Date	Purpose	Sanction No	Sanction By
Leave Without Allowance without MC (Rule 88)	08/01/2018	08/01/2018			
Half Pay Leave	03/12/2018	07/12/2018			
Half Pay Leave	14/12/2018	15/12/2018			
Half Pay Leave	28/01/2019	31/01/2019			
Half Pay Leave	08/02/2019	25/02/2019			
Half Pay Leave	26/11/2019	05/12/2019			US

Encashment of Leave During Service				
As on date	No. of days	Amount	Sanction Order No	Sanction Date
17/08/2013	30	22958	1723/2013	27/08/2013
11/06/2014	30	26433	922/2014	12/06/2014
03/07/2015	30	28104	911/2015	07/07/2015
02/05/2016	30	35863	722/2016	12/05/2016
07/07/2017	30	40134	1146/2017	14/07/2017
05/05/2018	30	41046	739/2018	07/05/2018
26/08/2019	30	44160	1286/2019	02/09/2019

Nominations for PF, Pensionary and other claims					
Benefit Name	Nominee name	Nominee address	Relationship	Invalid on the happening of	Amount Portion
G.P.F	Abhinand J Kumar	KrishnaKripa, Kuzhivila, Vettikonam, Manikandeswaram PO, Vattiyoorkavu, Tvpm	Son		25
G.P.F	Abhinav J Kumar	KrishnaKripa, Kuzhivila, Vettikonam, Manikandeswaram PO, Vattiyoorkavu, Tvpm	Son		25
G.P.F	L Jayakumar	KrishnaKripa, Kuzhivila, Vettikonam, Manikandeswaram PO, Vattiyoorkavu, Tvpm	Husband		50
Group Insurance	L Jayakumar	KrishnaKripa, Kuzhivila, Vettikonam, Manikandeswaram PO, Vattiyoorkavu, Tvpm	Husband		Full

S.L.I	Abhinand J Kumar	KrishnaKripa, Kuzhivila, Vettikonam, Manikandeswaram PO, Vattiyoorkavu, Tvpm	Son		Equal
S.L.I	Abhinav J Kumar	KrishnaKripa, Kuzhivila, Vettikonam, Manikandeswaram PO, Vattiyoorkavu, Tvpm	Son		Equal
S.L.I	L Jayakumar	KrishnaKripa, Kuzhivila, Vettikonam, Manikandeswaram PO, Vattiyoorkavu, Tvpm	Husband		Equal
GPAI	L Jayakumar	KrishnaKripa, Kuzhivila, Vettikonam, Manikandeswaram PO, Vattiyoorkavu, Tvpm	Husband		Full

Annual Performance Report submission details			
Period from	Period To	Submitted(Y/ N)	Submitted Date

Annual Property Return submission details			
Period from	Period To	Submitted(Y/ N)	Submitted date

Details of official accommodation availed (Quarters)						
Station	From date	To date	Is Eligible for HRA	Address	Sanction No	Sanction date

Details of disbursement of loans like HBA, MCA, GPF advance etc.						
Loan Item	Instalment No.	Disbursement date	Amount	Order number	Order date	

Details of current Loans/ Advance Recovery									
Loan Item	Loan Acc No	Loan Amount	Instalment Amount	No.of Instalments	Last Instalment No.	Amount already paid	Status	Freeze Recovery	Principal or Interest

Details of benefits like GPF, GI, SLI, FBS, D.C.R.G, Pension etc						
Benefit Type	Identifying No.	Sum Assured	Subscription	Risk Effect From	Maturity Date	

Present Salary Details						
Basic Pay:	53900	Bill type:	ASO	Acquittance Group:	ASSISTANTS A	
Last Change Date:	01/09/2021	Next Incr. Date:	01/03/2022			
Credit To Bank:	Y	Bank:		Account No.:	799012600397295	

Additional Pay and Allowances		
Description	Amount	W.E.Date

Deductions and Recoveries			
SINo.	Deduction	Amount	Details
2	Excess Pay Drawn(000)	2139	2139
3	Excess Pay Drawn(000)	1760	1760
4	Excess Pay Drawn(000)	1328	1328
2	State Life Insurance-sub(129)	1000	1000
6	State Life Insurance-sub(129)	250	250
1	LIC Premium(303)	427	427
2	LIC Premium(303)	282	282
1	Income tax(311)	1720	1720
2	Income tax(311)	3330	3330
3	Income tax(311)	2500	2500
1	Group Insurance Scheme(324)	800	800
0	GPAI Scheme(375)	500	500
5	GPF - Monthly Sub.(701)	12000	12000
1	Arrear to PF(709)	92127	92127

1	Ocki Relief Fund Contribution	300	300
0	Profession Tax(777)	1250	1250

Government of Kerala
Service and Payroll Administrative Repository for Kerala
Employee Data Sheet

PEN : 691434 **Name :** Rinku Mahesh

Rinku



Personal Memoranda

Sex :	M	Nationality :	India
Date of birth :	16/05/1981	Date of superannuation :	31/03/2037
Father's Name:	Maheswaran Nair	Mother's Name:	Ambika Nair
Blood group :	O+	Religion :	Hindu
Caste :	Nair	Category(SC/ST/OBC/OC/GEN) :	Gen
Ex-service Men(Yes/No):	N	Physically handicapped(Yes/No) :	N
If Yes, Nature of Hanicap:			
PAN Number :	BMDPR9459L	Ration Card No:	
Voter Id Card No:	JGQ1797984	Marital Status :	M
Spouse's Name :	Lakshmi M Nair	Is Inter Religion / Caste(Yes/No) :	N
Spouse's Religion:	Hindu	Spouse's Caste :	Nair
Is Spouse Employed(Yes/No):	N	Spouse Employed In :	NA
Identification Marks 1 :	A black mole on right forehead		
2 :	A black mole on lower side of nose		
Height(cm) :	170		

Present Service Details

Department :	Legislature Secretariat	Office :	Legislature Secretariat
Section :		Seat No :	
Employment Type :	Regular	Service category :	State Subordinate
Designation :	Assistant Section Officer	SDO Code :	
P F Type :	GPFKERALA	P F Number :	P&L465762
Date of joining in Gov. Service :	26/08/2011	Date of joining in the Department :	14/11/2012

Details of parent department, if currently on deputaion

Parent Department :		Parent Office :	
Designation :		Deputaion w.e.f :	
Deputaion Year :		Deputation Months :	
Order Number :		Order Date :	

Present Address

House No and Name: ARA 192 Krishna
Street Name : G Krishnan Nair road
Place : Vanchiyoor
Pin : 695035
State : Kerala
District : Thiruvananthapuram
Taluk : Thiruvananthapuram
Village : Vanchiyoor
Phone Number : 04712512416
Home Town : maradu
E-mail Address : rmnair81@gmail.com

Permanent Address

House No and Name: Vaikuntam
Street Name : Vikas Nagar
Place : Maradu
Pin : 682304
State : Kerala
District : Ernakulam
Taluk : Kanayannur
Village : Maradu
Phone Number : 04842705940
Mobile Number : 9496989986

Recruitment Details

Source:	PSC	Type:	General	Method:	Direct
Adv. memo No.:	RIA(1)8803/10/GW	Adv. Memo Date:	16/10/2012	SI No. in Memo:	1
App. order No:	16544/ServicesA2(ACA4)/2011/LEG	App. order Date:	27/10/2012	Entry Category:	State Subordinate
Is Dist. Recruit ?	N	Selected District:			

Police Verification Details

Ref No. :		Ver Report Date:		Police Station:	
Remarks :					

Qualifications							
Course Type	Course Name	Subject	University	Institution	Class Obtained	Reg No.	Year Of Pass
Graduation-Science	B Sc	science	Bangalore University				2010
Diploma	Multi media	multimedia	Amritha institute of computer technology				2002
Post Graduation-Management	MBA	BusinessAdminist ration	Annamalai University				2010

Details Of Dependents		
Name	Relationship	Date Of Birth
Ambika A K	MOTHER	01/01/1954

Departmental Tests Passed							
Department	Test Name	Month	Year	Reg No.	Certificate No	Certificate Date	
Legislature Secretariat	Account Test Higher	1	2014	101518	20013#1#9		
Legislature Secretariat	Account Test Lower	1	2012	12318	9060/13		
Legislature Secretariat	Secretariat Manual	1	2013	100455	905913		

Details of Training Programs Attended							
Course Title	Sponsored By	Conducted By	City Name	Country	Qualification	Training From	Training To

Previous Qualifying Services					
Office	Post Held	Date From	Date To	Reason For Termination	

Details of Declaration of Probation						
Department	District	Office	Designation	With Effect From	Probation Order No	Probation Order Date
Legislature Secretariat	Thiruvananthapuram	Legislature Secretariat	Assistant	15/11/2014	281/2014	28/11/2014

Details of Regularisation						
Department	District	Office	Designation	Date of Entry	Order No	Order Date
Legislature Secretariat	Thiruvananthapuram	Legislature Secretariat	Assistant	14/11/2012	12003/SA2/14/LEG	30/01/2014

Service Details							
Department	Category	Date From	Date To	Office	Designation	Basic Pay	Remarks
PANCHAYATS	State Subordinate	26/08/2011 FN	14/11/2012 AN	Aryanad Grama Panchayat	Secretary	9190	
Legislature Secretariat	State Subordinate	14/11/2012 AN	31/10/2013 AN	Legislature Secretariat	Assistant	13900	
Legislature Secretariat	State Subordinate	01/11/2013 FN	30/06/2014 AN	Legislature Secretariat	Assistant	14260	
Legislature Secretariat	State Subordinate	01/07/2014 FN	14/11/2014 AN	Legislature Secretariat	Assistant	28500	Pay Fixation
Legislature Secretariat	State Subordinate	15/11/2014 FN	31/10/2015 AN	Legislature Secretariat	Assistant	29200	Increment
Legislature Secretariat	State Subordinate	01/11/2015 -	17/06/2016 -	Legislature Secretariat	Assistant	29900	
Legislature Secretariat	State Subordinate	18/06/2016 -	31/10/2016 -	Legislature Secretariat	Assistant - Senior Grade	31500	
Legislature Secretariat	State Subordinate	01/11/2016 -	31/10/2017 -	Legislature Secretariat	Assistant - Senior Grade	32300	
Legislature Secretariat	State Subordinate	01/11/2017 -	31/10/2018 -	Legislature Secretariat	Assistant - Senior Grade	33100	
Legislature Secretariat	State Subordinate	01/11/2018 -	30/06/2019 -	Legislature Secretariat	Assistant - Senior Grade	33900	
Legislature Secretariat	State Subordinate	01/07/2019 -	31/10/2019 -	Legislature Secretariat	Assistant - Senior Grade	47800	
Legislature Secretariat	State Subordinate	01/11/2019 -	31/10/2020 -	Legislature Secretariat	Assistant - Senior Grade	49000	
Legislature Secretariat	State Subordinate	01/11/2020 -	24/02/2021 -	Legislature Secretariat	Assistant - Senior Grade	50200	promotion
Legislature Secretariat	State Subordinate	25/02/2021 -	31/10/2021 -	Legislature Secretariat	Assistant Section Officer	52600	

Disciplinary Actions												
Ref No	Ref date	Nature of charge	Enquiry officer	File No	Penalty	Penalty remarks	Penalty start date	Penalty order No	Penalty order date	Penalty revoke order date	Revoke order no	Revoke order date

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Details of Award Received					
Department	District	Office	Nature Of Award	Purpose	Date Of Award

Leave On Credit		
As On Date	Leave Type	Days On Credit
31/05/2013	Earned Leave	41.00
06/06/2014	Earned Leave	44.00
31/01/2016	Earned Leave	69.00
04/01/2018	Earned Leave	100.00
01/06/2019	Earned Leave	116.00

Leave Availed					
Leave Type	From Date	To Date	Purpose	Sanction No	Sanction By

Encashment of Leave During Service				
As on date	No. of days	Amount	Sanction Order No	Sanction Date
01/06/2013	30	22407	696/2013	24/07/2013
07/06/2014	30	24384	913/2014	10/06/2014
01/02/2016	30	29902	225/2016	15/02/2016
05/01/2018	30	40134	50/2018	10/01/2018
07/06/2019	30	43080	857/2019	13/06/2019
12/03/2021	30	50952	401/2021/Leg	16/03/2021

Nominations for PF, Pensionary and other claims					
Benefit Name	Nominee name	Nominee address	Relationship	Invalid on the happening of	Amount Portion
G.P.F	Lakshmi M Nair	Krishna ARA 192 G Krishnan Nair Road Vanchiyoor p o Tvm	Wife		full
Group Insurance	Lakshmi M Nair	Krishna ARA 192 G Krishnan Nair Road Vanchiyoor p o tvm	Wife		Full
GPAI	Lakshmi M Nair	Krishna ARA 192 G Krishnan Nair Road Vanchiyoor p o Tvm	Wife		Full

Annual Performance Report submission details			
Period from	Period To	Submitted(Y/ N)	Submitted Date

Annual Property Return submission details			
Period from	Period To	Submitted(Y/ N)	Submitted date

Details of official accommodation availed (Quarters)						
Station	From date	To date	Is Eligible for HRA	Address	Sanction No	Sanction date

Details of disbursement of loans like HBA, MCA, GPF advance etc.					
Loan Item	Instalment No.	Disbursement date	Amount	Order number	Order date

Details of current Loans/ Advance Recovery									
Loan Item	Loan Acc No	Loan Amount	Instalment Amount	No.of Instalments	Last Instalment No.	Amount already paid	Status	Freeze Recovery	Principal or Interest
Festival Advance(002)	FestAdv082021	15000	3000	5	4	12000		N	P

Details of benefits like GPF, GI, SLI, FBS, D.C.R.G, Pension etc					
Benefit Type	Identifying No.	Sum Assured	Subscription	Risk Effect From	Maturity Date

Present Salary Details					
Basic Pay:	53900	Bill type:	ASO	Acquittance Group:	ASSISTANTS A

Last Change Date:	01/11/2021	Next Incr. Date:	01/11/2022		
Credit To Bank:	Y	Bank:		Account No.:	799012600401020

Additional Pay and Allowances		
Description	Amount	W.E.Date
Special Allowance(06)	150	20/10/2021

Deductions and Recoveries			
SINo.	Deduction	Amount	Details
0	State Life Insurance-sub(129)	500	500
1	Income tax(311)	3500	3500
1	Group Insurance Scheme(324)	800	800
0	GPAI Scheme(375)	500	500
1	GPF - Monthly Sub.(701)	5000	5000
1	Arrear to PF(709)	89119	89119
1	Ocki Relief Fund Contribution	500	500
0	Profession Tax(777)	1250	1250