

No.3990/PRD/Estt./A1/2022 1833
GOVERNMENT OF PUDUCHERRY
PLANNING AND RESEARCH DEPARTMENT

Puducherry, 28-03-2025

MEMORANDUM

The undersigned hereby offers to Ms. KAVIPRIYA V, D/o. Vengadessane P, a temporary and regular appointment in the post of INVESTIGATOR (Group-C) in the Level-4 of the Pay Matrix in the Planning and Research Department, Puducherry with immediate effect. The appointee will also be entitled to draw the dearness and other allowances at the rates admissible and subject to the conditions laid down in rules and orders governing the grant of such allowances in force from time to time.

2. The terms of appointment are as follows:-

i. The offer of appointment will be subject to production of the following certificates in original:-

- a. Nativity / Residence
- b. Community Certificate
- c. Educational qualification
- d. Proof of Age

ii. The appointment is temporary and may be terminated at any time by a month's notice given by either side without assigning any reasons. The Appointing Authority, however, reserves the right of terminating the services of the appointee forthwith or before the expiry of the stipulated period of notice by making payment to her of a sum equivalent to the pay and allowances for the period of notice or the unexpired portion thereof. In case the appointee prefers to terminate her services before the expiry of the stipulated period of notice, she shall be allowed to do so by making payment of a sum equivalent to the pay and allowances for the period of notice or unexpired portion thereof.

iii. She will be placed on probation for a period of two years from the date of joining the post.

vi. Other conditions of Service will be governed by the relevant rules and orders in force from time to time.

3. The appointment will be further subject to -

i. Production of a Certificate of fitness from the Competent Medical Authority (R.M.O.).

ii. Submission of a declaration in the form enclosed (**Annexure-I**) and in the event of the candidate having more than one spouse living or being married to a person, having more than one spouse living, the appointment will be subject to her being exempted from the enforcement of the requirement in this behalf.

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- 2 -

iii. Submission of attestation forms for verification of character and antecedents along with joining report.

4. In case, it is found that she was guilty of misconduct involving moral turpitude, which would disqualify her for Government Service, or had suppressed any material fact relating to her conduct prior to entry into Government Service or if any declaration given or information furnished by the candidate proves to be false, she will be liable to be discharged from service and such other action as Government may deem necessary.

5. It may please be stated whether the candidate is serving or is under obligation to serve in Central Government Department / other State Government or Public Authority.

6. The appointment is provisional and is subject to the Caste /Community certificate being verified through the proper channels in respect of the candidate selected under OBC/MBC/SC reservation, and if the verification reveals that the claim belong to OBC/MBC/SC is false, her service will be terminated forthwith without assigning any further reasons and without prejudice to such further action as may be taken under the provisions of the India Penal Code for production of false certificate.

7. If the candidate accepts the offer on the above terms and conditions, she should report for duty before the Head of Department/Office concerned immediately and in any case **not later than 08.04.2025**. If the candidate fails to report for duty on or before the prescribed date, the offer will be treated as cancelled, and no further communication will be entertained.

8. No travelling allowance will be allowed for joining the post.

/By Order/

Digitally signed by
R Sheela
Date: 28-03-2025
10:30:56
(R. SHEELA)
DIRECTOR (PLANNING)

To :
Ms. KAVIPRIYA V,
D/o. Vengadessane P,
No.3, Shivaji Street,
Lakshmi Nagar Extension,
Lawspet,
Puducherry - 605 008.

Copy to:

1. The Under Secretary to Govt. (DP&AR), Chief Secretariat, Puducherry
2. The Director of Accounts and Treasuries, Puducherry.
3. The Employment Officer, Employment Exchange, Puducherry.
4. The P.S. to Commissioner-cum-Secretary to Government (Planning), Puducherry.
5. The Examination Cell (DP&AR), Puducherry.
6. Bill Section / A4 Unit / EDP Section, Planning and Research Department, Puducherry.
7. Spare.

ANNEXURE-I

I, Thiru/Selvi/Tmt. _____ declare as under:-

- i. That I am a bachelor /widower.
- ii. That I am married and have only one wife living /
That I am married to a person who has no other wife living.
- iii. That I am married and have more than one wife living /
That I am married to a person who has more than one wife living.

I request that in view of the reasons stated below, I may be granted exemption from the operation of restriction on the recruitment to service of persons having more than one wife living, or having married to a person having more than one wife living.

2. I solemnly affirm that the above declaration is true and I understand that in the event of the declaration being found to be incorrect after my appointment, I shall be liable to be dismissed from service.

REASONS

Place:

Date:

Signature:

Note:

Please delete clause not applicable.

BIO—DATAPROFORMA

1. Name in BLOCK letters
2. Name of Father/Husband
3. Date of Birth
4. Sex
5. Date of joining as Investigator
6. Nationality
7. Whether MBC/OBC/BCM/BT/EBC/5C
8. Whether XSM/PH/MSP
9. Whether In service candidates, if yes, name of the post previously held
10. Educational Qualification
11. Technical Qualification
12. Period of Probation
13. Other particulars
14. Residential Address with Mobile No.

SIGNATURE OF THE HEAD OF
DEPARTMENT/OFFICE

WITH SEAL