Draft #3 of File 17152/ADA1 SO/2020/AD A1 Approved by Registrar on 21-May-2020 04:15 PM - Page 1

മഹാത്മാഗാന്ധി സർവ്വകലാശാല, കേരളം

നമ്പർ. 17152/ADA1 SO/2020/AD A1 തീയതി: 21.05.2020

പ്രിയദർശിനി ഹിൽസ്

സർക്കുലർ

വിഷയം:- സർവ്വകലാശാല ഭരണം: കോവിഡ് 19 - നിർവ്യാപനം - ഓഫീസ് പ്രവർത്തനം - ജീവനക്കാരുടെ ഹാജർ ക്രമീകരണം - സംബന്ധിച്ച്.

സൂചന :- 1. സർവ്വകലാശാല സർക്കുലർ നം. 17152/AD A1 SO/2020/AD A1, തീയതി 16.05.2020
2. സർക്കാർ ഉത്തരവ് സ.ഉ. (കൈ) നം. 99/2020/പൊ.ഭ.വ , തീയതി 18.05.2020
3. സർവ്വകലാശാല സർക്കുലർ നം. 17152/AD A1 SO/2020/AD A1, തീയതി 19.05.2020

കോവിഡ്-19 നിർവ്യാപന പ്രതിരോധ പ്രവർത്തനങ്ങളുമായി ബന്ധപ്പെട്ട് സർവ്വകലാശാലയിൽ സ്വീകരിക്കേണ്ട പുതുക്കിയ മാർഗ്ഗനിർദ്ദേശങ്ങൾ സൂചന (3) സർക്കുലർ പ്രകാരം പുറപ്പെടുവിച്ചിരുന്നു. ആയതിൻറെ അടിസ്ഥാനത്തിൽ, ജീവനക്കാരുടെ ദൈനംദിന ഹാജർ ക്രമീകരിച്ചുകൊണ്ടുള്ള പട്ടിക കർശനമായി പാലിക്കുന്നതിന് ഇതോടൊപ്പം പ്രസിദ്ധീകരിക്കുന്നു.

ഒപ്പ്

ഡോ.പ്രകാശ് കുമാർ .ബി
രജിസ്ട്രാർ

സ്വീകർത്താവ്

1. എല്ലാ സെക്ഷനുകൾ/ സ്കൂളുകൾ/ ഡിപ്പാർട്ട്മെൻറുകൾ
2. വൈസ് ചാൻസലർ/ പ്രോ വൈസ് ചാൻസലർ എന്നിവരുടെ പ്രൈവറ്റ് സെക്രട്ടറിമാർ
3. രജിസ്ട്രാർ/ ഫിനാൻസ് ഓഫീസർ/ പരീക്ഷാ കൺട്രോളർ എന്നിവരുടെ പി.എമാർ
4. പി.ആർ.ഒ./ സെക്യൂരിറ്റി ഓഫീസർ/ കണ്ടെൻറ് മാനേജ്മെൻറ് സെക്ഷൻ
5. സ്റ്റോക്ക് ഫയൽ/ ഡേ ഫയൽ/ ഫയൽ കോപ്പി

ഉള്ളടക്കം

ഹാജർ ക്രമീകരിച്ചുകൊണ്ടുള്ള പട്ടിക.

HR II

MAHATMA GANDHI UNIVERSITY

Administration/Finance/Exam Wing

Employees' Rotation Chart from 18 May 2020

Office/Section:- Exam Audit - II.

Sl No	Name of Employee	Designation	Days of Duty	Remarks
01	SUNIL LAL·G	SO	18, 20, 22, 25, 27	
02	MANJUSHA·P·V	ASO	18, 20, 25, 27, 29	
03	CELINA BEEGUM·T·A	Sr. Assistant	20, 22, 27, 28, 29	
04	SOUMYA S·MOHAN	Assistant	19, 21, 22, 27, 28	
05				
06				
07				
08				
09				
10				

Section Officer

SUNIL LAL·G
Exam Audit·II
9946933135

Certified that 50% attendance of employees of category D, & C is ensured today

Joint Registrar I
(Admn)

20/5 DR II

20/5/2020
DR II

AR II

MAHATMA GANDHI UNIVERSITY

Administration/Finance/Exam Wing

Employees' Rotation Chart from 18 May 2020

Office/Section:- Exam Audit I

Sl No	Name of Employee	Designation	Days of Duty	Remarks
01	Radhamony M.D	OA	18, 21, 25, 27, 29	
02	Lima	Asst:	18, 22, 25, 27, 28	
03	Neethu	"	19, 21, 25, 27, 29	
04	Jayasree	A SO	18, 20, 22, 25, 29	
05	Pramod kumar	SO	18, 20, 22, 25, 27, 28	
06				
07				
08				
09				
10				

Section Officer

Certified that employees categories in C,B maintain 50% of attendance

Joint Registrar I
(Admn)

DR II
20/5/2020

AR III

Finance Audit 'IV'

1) Jessni. K. Chellappan, ASO - 21, 22, 25

2) Swapna. A, ASO - 25, 27, 29

3. Jaya chatan 'P', OA - 22, 26, 28

4. Sarma. M.P, S.O - 22, 26, 28

certified that employees catagories in C&D Maintain 50% of attendence.

SO.
20/5/2020

20/5/2020

20/5/2020
AO II

P.S. 1/125/2016 dated 23.04.2018, 2,00,000 copies

ARI Fin Audit I Rotation chart wef 21.5.20

	Name & Designation	Days of Duty
1.	1. Sina VG (SO) 2. Gayathri VR (ASO)	21.5.20
2.	1. Shin Joy (ASO) 2. Gayathri VR (ASO)	22.5.20
3	1. Sina (SO) 2. Gayathri VR (ASO)	25.5.20
4	1. Shin Joy (ASO) 2. Sunil kumar N (ASO)	26.5.20
5	1. Sina VG (S.O) 2. Sunil kumar N (ASO)	27.5.20
6	1. Gayathri VR (ASO) 2. Sunil kumar N (ASO)	28.5.20
7.	1. Shin Joy (ASO) 2. Sina VG (SO)	29.5.20

20/5/20
S.O.

20/05/2020
ARI Fin

20/05/2020
DR II

മഹാത്മാഗാന്ധി സർവ്വകലാശാല, കേരളം

Details of Staff attending duty from 20.05.2020 to 29.05.2020.

ARI

Audit II

1. Alex C. J (A.S.O) 21, 25, 27 & 29.

2. Reshmi R Nath (A.S.O) 20, 21, 25 & 28.

3. Athira S Raj. (Asst) 20, 21, 22, 27 & 29.

4. Reeba. R. (S.O) 20, 21, 25, 26, 27 & 28

5. Sumi Thomas (O.A) 20, 22, 26, 28

20/05/2020 S.O.

20/05/2020 ARI Fun

20/5/2020 DR II

AR II

DUTY CHART

Exam Audit - III

20/05/20.

20/05/20 - RAJESH KUMAR. K.T. (SO.)
- ANTONY. M.J. Asst.

21/05/20 - Rubaiya Raut. (Asst)
Nisha. S.A. (Asst)

22/05/20 - RAJESH KUMAR. K.T. (SO).
Antony. M.J - (Asst)

25/05/20 - RAJESH KUMAR. K.T. (SO)
Rubaiya Raut (Asst)

26/05/20 - Antony. M.J. (Asst)
Nisha. S.A (Asst)

27/05/20 - Rajesh kumar. K.T (SO).
Rubaiya Raut (Asst).

28/05/20 - Antony M.J (Asst)
Nisha. S.A (Asst).

29/05/20 - RAJESH KUMAR K.T (SO)
Rubaiya Raut (Asst).

Contributed then. ~~20%~~ category ~~50%~~ / C&D.
50% examined ~~today~~ upto 29/05/2020.

Sd/-
RAJESH KUMAR. K.T. (~~SO~~).
Section office.

P.S. 1/125/2018 dated 28.04.2018, 2,00,000 copies

AR II

നോട്ടീസ്

ലീസിനായി 1

താഴെപറയുന്ന Rotation chart ഇല്ല

മാത്രമാണ്. (upto 29.05.20)

(Category 'C' and 'D' staff maintain 50% of Attendance)

Ramadevi NS
Assistant
Finance 1

P. D. Hills
20.05.2020

AR II
20/5/2020

മഹാത്മാഗാന്ധി സർവ്വകലാശാല, കോട്ടയം

Rotation Chart

Audit - III

Sl. No.	Name of Employee	Designation	No. of days.
1.	Elizabeth K. Jose	S.O	21/5, 25/5, 27/5, 29/5.
2.	Radhika. C.S	ASO	20/5, 26/5, 27/5, 29/5
3.	Abhayan C.S	Asst	22/5, 26/5, 28/5.
4.	Drishya Sasidharan	Asst	21/5, 25/5, 27/5, 28/5

RLO
20/5/2020
ASO.

20/05/2020
AR I Ew

AR II
20/5/2020

MAHATMA GANDHI UNIVERSITY

Administration Wing

Employees' Rotation Chart from 18 May 2020

Office/Section:- III, IV, V

Sl No	Name of Employee	Designation	Days of Duty	Remarks
01	Sonia I	Comp. Asst	20, 21, 22	
02	Sowmya T	Assist	20, 21, 22	
03	Emerald D	"	19, 20, 21	
04	Sony Shams	A SO	18, 20, 22	
05	Jasmin. M P	SO	18, 20, 22	
06	Rajeev. A	SO	19, 21, 25	
07	Nisha Unnikrishnan	SO	18, 20, 22	
08				
09				
10				

Section Officer

Joint Registrar I
(Admn)

18/5/2020
JR (F)

MAHATMA GANDHI UNIVERSITY

Administration/Finance/Exam Wing

Employees' Rotation Chart from 18 May 2020

Office/Section:- Finance III, IV, V

Sl No	Name of Employee	Designation	Days of Duty	Remarks
01	Sonia I	Comp. Ast	Tue, Thu & Fri.	
02	Emerald D	Ast	Mon, Tue, Wed	
03	Soumya T	Ast.	Mon, Tue, Wed	
04	Sony Shams	ASO	Mon, Wed, Fri	
05	Rajeev A	SO	Mon, Tue, Thu	
06	Jasmin M I	SO	Mon, Wed, Fri	
07	Nishe Unnikrishnan	SO	Mon, Wed, Fri	
08				
09				
10				

Section Officer

Joint Registrar I
(Admn)

MAHATMA GANDHI UNIVERSITY

Administration/Finance/Exam Wing

Employees' Rotation Chart from 18 May 2020

Office/Section:-

Sl No	Name of Employee	Designation	Days of Duty	Remarks
01	Lai V.G	SO	20, 22, 26, 28	
02	Mathew T.K	ASO	21, 25, 27, 29	
03	Sherin Joseph	ASO	21, 25, 27, 29	
04	Prabitha K.P	Comp. Asst	21, 25, 27, 29	
05	Akhil P.B	Asst.	20, 22, 26, 28	
06	Tinimol R	ASO	20, 22, 26, 28	
07	Kesavan Namboothiri S.N	OA	20, 22, 26, 28	
08				
09				
10				

Section Officer

for 19/5/2020 ASO

Joint Registrar I
(Admn)

19/5/2020 Deputy

FCC Section

Attendance (Probability) statement for the month of May 2020

Sl. No.	PF. No	Name	MAY									
			18	19	20	21	22	25	26	27	28	29
1	1637	Bhanu Prakash(AR)	--	X	X	X	--	--	X	--	X	--
2	1965	Unnikrishnan G(SO)	X	--	X	--	X	--	X	--	X	--
3	2110	Abraham Varughese(SO)	--	X	--	X	--	X	--	X	--	X
4	2647	Smitha P T(ASO)	--	--	X	X	--	--	X	X	X	--
5	2783	Manju S(ASO)	--	X	--	X	--	X	--	X	--	X
6	2972	Binu Thomas(ASO)	--	X	--	X	--	X	--	X	--	X
7	2973	Aby John Abraham(ASO)	--	--	X	--	X	--	X	X	--	X
8	2026	Deepa Dev(ASST)	X	--	X	X	--	--	X	--	X	--
9	3430	Sreejaya AR(ASST)	--	X	--	--	X	X	--	--	X	X
10	3705	Nikhil U(ASST)	X	--	X	--	--	X	--	X	--	X
11	1745	Korah N V(CL. ASST)	--	X	--	--	X	--	X	--	X	X

'X' Denoted shows the willingness to attend the office during the period from 18.05.2020 to 29.05.2020

Deputy Registrar (FINANCE)

PD HILLS
19.05.2020

AR II (Fin)

19/5
DRI Fin

Work schedule for Audit V

20.05.2020 onwards.

Assistants.

1. Dolly.S - 22.05.2020, 26.05.2020, 27.05.2020
29.05.2020.

2. Gopika.L.S - 21.05.2020, 22.05.2020, 25.05.2020.
26.05.2020, 27.05.2020.

3. Ambly Thomas - 20.05.2020, 22.05.2020, 25.05.2020,
27.05.2020., 29.05.2020.

4. Hilal.K - 21.05.2020, 26.05.2020, 28.05.2020.

Section Officer

5. Sushreendran.P.S - 21.05.2020, 25.05.2020, 27.05.2020
29.05.2020.

DR I tier

Sushreendran.P.S.
Section Officer.

P.S. 1/125/2016 dated 23.04.2018, 2,00,000 copies

MAHATMA GANDHI UNIVERSITY

~~Administration~~/Finance/~~Exam Wing~~

Employees' Rotation Chart from 18 May 2020

Office/Section:- E-Payment Section/GCV

Sl No	Name of Employee	Designation	Days of Duty	Remarks
01	Vijayan K.A	ASO	18, 19, 20, 22, 25, 28, 29	
02	Rajesh K	ASO	19, 21, 25, 27, 29	
03	Kumari Deepa K	ASO	20, 22, 26, 28, 29	
04	Abdul Azeez O.M	~~Cl Asst~~	19, 21, 25, 27, 29	
05	Ajaya Kumari A.J	SO	18, 20, 22, 26, 28, 29	
06				
07				
08				
09				
10				

20/5/2020

Section Officer

20/5/2020 (Fin)

Joint Registrar I
(Admn)

MAHATMA GANDHI UNIVERSITY

Finance Wing

Employees' Rotation Chart from 18 May 2020

Office/Section:- EXAM CASH

Sl No	Name of Employee	Designation	Days of Duty	Remarks
01	JOMOL P. J	CL. ASST	21, 22, 25, 26, 28	
02	SULEKHA N S	ASST.	21, 26, 28, 29,	
03	DIVYA B NAIR	ASST.	20, 22, 25, 27, 29	
04	SHEJO BABY	ASO	20, 22, 25, 27, 29	
05	JOICE BRAINY SIMEON THY	SO	21, 22, 27, 28, 29	
06				
07				
08				
09				
10				

for Section Officer
20/5/20

ARIN (Fin)
20/5/19

Joint Registrar I
(Admn)

MAHATMA GANDHI UNIVERSITY

Administration/Finance/Exam Wing

Employees' Rotation Chart from 18 May 2020

Office/Section:- JR2 Sw.

Sl No	Name of Employee	Designation	Days of Duty	Remarks
01				
02	Komalavalley K	JR	All days	
03	Sherine K Thomas	Cl. Asst	18, 20, 22, 25,	
04			27, 29	
05				
06	Smitha Chellappan	OA	19, 21, 26, 28, 29	
07				
08				
09				
10				

Section Officer

Joint Registrar I
(Admn)

മഹാത്മാഗാന്ധി സർവ്വകലാശാല, കോട്ടയം

MAHATMA GANDHI UNIVERSITY

Adminisreation Wing

Employees' Rotation Chart from 20 May 2020

Office/Section:- Ad A1

Sl No	Name of Employee	Designation	Days of Duty	Remarks
01	Aparna Ajayan	Office Attendant	Monday Wednesday Friday	
02	Navamoni B	Cl Asst	---	COVID Duty
03	Suresh kumar M S	Cl Asst	Tuesday Thursday	
04	Shabna T A	Com Asst	Tuesday Thursday	
05	Sreejamol E T	Com Asst	Monday Wednesday Friday	
06	Anupriya Lukose	Assistant	Monday Wednesday Friday	
07	Fathima A Vahab	Assistant	Tuesday Thursay	
08	Prasobhraj K	Assistant	Monday Tuesday Wednesday Thursday	
09	Sajimon M T	Assistant	Tuesday Thurdsay	
10	Anilkumar J	Section Officer	All Days	

Joint Registrar I
(Admn)

MAHATMA GANDHI UNIVERSITY

Administration Wing

Employees' Rotation Chart from 18 May 2020

Office/Section:-AD.AII

Sl No	Name of Employee	Designation	Days of Duty	Remarks
01	Bindu P.R.	OA (Provl)	18, 19, 20, 21, 22, 25, 26, 27, 28, 29	
02	Dhanya D.S.	Comp. Asst.	18, 20, 22, 28, 29	
03	Alida C.K.	Asst.	22, 25, 26, 27, 28	Pregnant and residing at Ernakulam
04	Aswathy M.	Asst.	21, 22, 25, 26, 27	
05	Pravosh Dhar T	ASO	21, 22, 25, 26, 27	
06	Sudha Menon J	SO	18, 20, 22, 28, 29	
07				
08				
09				
10				

Section Officer

Joint Registrar I
(Admn)

MAHATMA GANDHI UNIVERSITY

Administration Wing

Employees' Rotation Chart from 18 May 2020

Office/Section:- Ad A3

Sl No	Name of Employee	Designation	Days of Duty	Remarks
01	MALA P	OS	May 19,20,22, 26, 28	
02	NEJITHA N J	SO	May 20, 22, 25, 26, 29	
03	RAGI K H	COMP.ASST	May 18, 22, 25, 27, 29	
04	JIJO GEORGE	ASST	May 18, 20, 22, 26, 28	
05	ANOOP V	ASO	May 18,21, 25, 27, 29	
06	JINU RAJEEV P	ASO	May 19,21,26, 27, 28	
07	ANN V SOPHI	ASO	May 19,21, 25, 27, 29	
08				
09				
10				

20/5/2020

Section Officer

Joint Registrar I
(Admn)

മഹാത്മാഗാന്ധി സർവ്വകലാശാല, കേരളം

Mahatma Gandhi University

Administration

Employees' Rotation Chart from 18.05.2020 to 29.05.2020

Ad.A4 Section

Sl. No.	Name	Designation	Days of Duty	Remarks
1	Vinod V	Office Attendant	19.05.2020 21.05.2020 26.05.2020 28.05.2020 29.05.2020	Subject to availability of transportation
2	Sinimol M.K	Cl. Assistant	19.05.2020 21.05.2020 26.05.2020 28.05.2020	
3	Shanty Kuran	Com. Assistant	18.05.2020 20.05.2020 22.05.2020 25.05.2020 27.05.2020 29.05.2020	
4	Jiju Cyriac	Assistant	19.05.2020 20.05.2020 21.05.2020 26.05.2020 28.05.2020	
5	Susvin N. B	Assistant	19.05.2020 20.05.2020 21.05.2020 26.05.2020 28.05.2020	
6	Ansar K.M	A.S.O	18.05.2020 22.05.2020 25.05.2020 27.05.2020 29.05.2020	Subject to availability of transportation
7	Premlal S	A.S.O	18.05.2020 22.05.2020 25.05.2020 27.05.2020 29.05.2020	Subject to availability of transportation
8	Nisha T.S	Section Officer	18.05.2020 20.05.2020 22.05.2020 25.05.2020 27.05.2020 29.05.2020	

20.5.2020.

Section Officer

Joint Registrar-1 (Admin)

MAHATMA GANDHI UNIVERSITY

Administration/Finance/Exam Wing

Employees' Rotation Chart from 18 May 2020

Office/Section:- Ad AV

Sl No	Name of Employee	Designation	Days of Duty	Remarks
01	Pramod S.	ASO	19/5, 21/5, 25/5, 27/5, 29/5	
02	Hari Govind	ASO	19/5, 21/5, 25/5, 27/5, 29/5	
03	Rakesh M.	Asst	18/5, 20/5, 22/5, 26/5, 28/5, 29/5	
04	Parvathy T.K	Asst	18/5, 20/5, 22/5, 26/5, 28/5	
05	Sailajadevi T.K	SO	18/5, 19/5, 21/5, 22/5, 25/5, 26/5, 28/5, 29/5	
06				
07				
08				
09				
10				

Section Officer

Joint Registrar I
(Admn)

MAHATMA GANDHI UNIVERSITY

Administration/Finance/Exam Wing

Employees' Rotation Chart from ~~18~~ 20 May 2020

Office/Section:- Ad A VI

Sl No	Name of Employee	Designation	Days of Duty	Remarks
01	Jayalekha M. Kumar	Assistant	21, 25, 27, 29	
02	Sangeetha. S.S	Assistant	22, 25, 27, 28	
03	Sumara. V.D	Comp. Assistant	20, 21, 26, 28	
04	Sreelekha. V.G	Section officer	20, 22, 26, 28	
05				
06				
07				
08				
09				
10				

Sreelekha.V.G
Section Officer

Joint Registrar I
(Admn)

മഹാത്മാഗാന്ധി സർവ്വകലാശാല

MAHATMA GANDHI UNIVERSITY

Administration Wing

Employee's Rotation Chart from ~~25~~ 18/05/2020 to 30/05/2020

Office/Section:-AdAVIII

Sl.No.	Name of Employee	Designation	Days of Duty	Remarks
1	CHANDINI K.	S.O.	18,19,21,22,25,26,27,28,29	
2	AJITH CHACKO	A.S.O.	19,20,21,22,25,26,27,28,29	
3	SHANI MOL S	ASSISTANT	19,20,21,25,26	
4	ARUNYA LAKSHMANAN	" "	18,20,22,26,28,29	from Alappuzha
5	SHYAMKUMAR V.	" "	18,22,25,27	from Karunagappally
6	SUNANTHA M.	O.A.	18,21,22,25,27,29	from Alappuzha

Section Officer

Joint Registrar – I (Admin)
~~I(Admn)~~

MAHATMA GANDHI UNIVERSITY

Administration/Finance/Exam Wing

Employees' Rotation Chart from 18 May 2020

Office/Section:- AD AIX

Sl No	Name of Employee	Designation	Days of Duty	Remarks
01	Manjusha V Raju	OA (Provl)	18,19,20,21,22,25,26,27,28,29	
02	Indu B L	Asst	21,22,25,26,27	
03	Animol Issac	ASO	21,22,25,26,27	
04	Jaison Jose	ASO	18,20,27,28,29	
05	Binoy A R	SO	18,20,21,27,28,29	
06				
07				
08				
09				
10				

Section Officer

Joint Registrar I
(Admn)

മഹാത്മാഗാന്ധി സർവ്വകലാശാല, കേരളം

MAHATMA GANDHI UNIVERSITY

Administration/Finance/Exam Wing

Employees' Rotation Chart from 18 May 2020

Office/Section:- Ad. A X

Sl No	Name of Employee	Designation	Days of Duty	Remarks
1	Mathew K M	SO(H.G)	18,20,22,26,28,29	
2	Krishnakumary M R	ASO	18,19,21,22,26,28	
3	Shan S	Assistant	19,20,21,26,27,28	
4	Aswathy U	Assistant	19,20,21,22,25,27,29	
5	Ajithakumary V	Assistant		Pregnant
6	Ragi A R	Comp.Assistant	18,19,20,21,22,25,28	
7	Sreedevi T	OA	20,21,22,25,27,29	

21/5/20

SO, Ad A X

MAHATMA GANDHI UNIVERSITY

Administration/Finance/Exam Wing

Employees' Rotation Chart from 18 May 2020

Office/Section:-AD BI

Sl No	Name of Employee	Designation	Days of Duty	Remarks
01	MANJU R	ASSISTANT	19, 21,22,25,27,29	
02	SHYNA A	ASSISTANT	21,22,26,28,29	
03	GOPALAKRISHNAN M N	SECTION OFFICER	18, 20 22,25,27,29	
04				
05				
06				
07				
08				
09				
10				

Section Officer

Joint Registrar I
(Admn)

മഹാത്മാഗാന്ധി സർവ്വകലാശാല, കോട്ടയം

MAHATMA GANDHI UNIVERSITY

Administration/Finance/Exam Wing

Employees' Rotation Chart from 18 May 2020

Office/Section:- AD Bill

Sl No	Name of Employee	Designation	Days of Duty	Remarks
01	Shanavas	section officer	19/5, 21/5, 25/5, 27/5, 29/5,	
02	Shiny S	Asst section off.	18/5, 20/5, 22/5, 26/5, 28/5	
03	Prince	Assistant	19/5, 21/5, 25/5 27/5, 29/5,	
04	Anil kumar	clerical Asst.	19/5, 21/5, 25/5 27/5, 29/5	
05	Vaghesh	Guest House caretaker	18/5, 20/5, 22/5 26/5, 27/5, 29/5	
06				
07				
08				
09				
10				

Section Officer

Joint Registrar I
(Admn)

MAHATMA GANDHI UNIVERSITY

Administration Wing

Employees' Rotation Chart from 18 May 2020

Office/Section:- Ad BV. 20 – 29

Sl No	Name of Employee	Designation	Days of Duty	Remarks
01	SAJI. M.K	SO	20-22, 26-29	
02	JOY JOSEPH	Asst	20, 22, 25, 29	
03	ANIL. S	Asst	27	Covid Duty Hostel Rajgiri Alappuzha
04	SAJITH. M.U	ASO	20, 26, 28	
05	BAIJU N.T	Conductor	20-29	
06	JOSEPH MATHEW	Conductor	20-29	
07	TOMY VARGHESE	Conductors	20-29	
08				
09				
10				

Section Officer SO Admn

Joint Registrar I
(Admn)

MAHATMA GANDHI UNIVERSITY

Administration/Finance/Exam Wing

Employees' Rotation Chart from 25 May 2020

Office/Section:- AdB-VI

SL NO	NAME OF EMPLOYEE	DESIGNATION	DAYS OF DUTY	REMARKS
01	BINDU.S	A.S.O	20.05.20, 21.05.20, 26.05.20, 28.05.20,	
02	M.S SURESH	S O	All days	

for Section Officer

Joint Registrar I
(Admn)

മഹാത്മാഗാന്ധി സർവ്വകലാശാല, കേരളം

MAHATMA GANDHI UNIVERSITY

Administration wing

Employees' Rotation Chart from 18 May 2020

Office/Section:- Ad B IX

Sl No	Name of Employee	Designation	Days of Duty	Remarks
01	Anil Kumar V.S	SO	18,20,21,25,27	
02	Shanavas K.M	Assistant	19,21,22,26,28	
03	Deepa S Nair	Assistant	19,20,21,28,29	Trivandrum

For Section Officer

Joint Registrar I
(Admn)

മഹാത്മാഗാന്ധി സർവ്വകലാശാല, കേരളം

MAHATMA GANDHI UNIVERSITY

Administration/Finance/Exam Wing

Employees' Rotation Chart from 18 May 2020

Office/Section:- Ad. D

Sl No	Name of Employee	Designation	Days of Duty	Remarks
01	വൈശാഖ് ജി പോന്നാന	എസ് ഒ	18, 20, 22, 25, 27, 29,	
02	ഷാഹിന പി എച്	എ എസ് ഒ	19, 20, 22, 26, 28, 29,	
03	സന്ദീപ് ജി ആനന്ദ്	എ എസ് ഒ	19, 21, 22, 26, 28, 29,	
04	സിസി സെബാസ്റ്റ്യൻ	അസിസ്റ്റന്റ്	19, 21, 22, 26, 28, 29,	
05	സിനിമ വൈലപ്പള്ളി	അസിസ്റ്റന്റ്	18, 20, 24, 25, 27, 28	
06	സിന്ധു ഇ. ആർ	ഒ എ	All days	Daily wage through employment exchange
07				
08				
09				
10				

Section Officer

Joint Registrar I
(Admn)

മഹാത്മാഗാന്ധി സർവ്വകലാശാല, കോട്ടയം

MAHATMA GANDHI UNIVERSITY

Administration Wing

Employees' Rotation Chart from 18 May 2020

Office/Section:- Ad CT.

Sl No	Name of Employee	Designation	Days of Duty	Remarks
01	Jessy A B	Assistant	21, 22, ~~27~~, 29 ~~26, 27, 28, 29~~	(21, 22, 27, 29)
02	Remya Viswanathan	A.S.O.	19, 21, 25, 26, 28	subject to availability of transportation
03	Sree Prabha	A.S.O.	20, 22, 26, 27, 29	
04	George Thomas .P.	S.O.	21, 25, 28, 29	
05				
06				
07				
08				
09				
10				

Section Officer

Joint Registrar 1
(Admn)

MAHATMA GANDHI UNIVERSITY

Administration Wing

Employees' Rotation Chart from 18 May 2020

Office/Section:- Ad c II .

Sl No	Name of Employee	Designation	Days of Duty	Remarks
01	Kanjana N Nair	SO	18/5, 20/5, 22/5, 28/5, 29/5,	
02	Ani M K	Asst	19/5, 21/5, 26/5, 27/5, 28/5,	
03	Sasidhamol Ravi	ASO	18/5, 19/5, 20/5, 25/5, 26/5, 27/5	
04	Shiju P G	ASO	18/5, 21/5, 22/5, 25/5, 29/5 .	
05				
06				
07				
08				
09				
10				

for Section Officer

ASO

Joint Registrar I
(Admn)

മഹാത്മാഗാന്ധി സർവ്വകലാശാല, കോട്ടയം

MAHATMA GANDHI UNIVERSITY

Administration Wing

Employees' Rotation Chart From 18 May 2020

Section : **Ad. C III**

Sl. No.	Name of Employee	Designation	Days of Duty	Remarks
01	ARUNA S.	SECTION OFFICER	18/05/2020, 19/05/2020, 20/05/2020, 28/05/2020, 29/05/2020	
02	RAJI E.M.	ASO	18/05/2020, 19/05/2020, 20/05/2020, 28/05/2020, 29/05/2020	
03	SARIKA S.	ASSISTANT	21/05/2020, 22/05/2020, 25/05/2020, 26/05/2020, 27/05/2020	
04	SAJITHA S.	ASSISTANT	21/05/2020, 22/05/2020, 25/05/2020, 26/05/2020, 27/05/2020	

19/5/2020

SECTION OFFICER

JOINT REGISTRAR I (ADMN)

മഹാത്മാഗാന്ധി സർവ്വകലാശാല, കേരളം

MAHATMA GANDHI UNIVERSITY

Administration Wing

Employees' Rotation Chart from 18 May 2020

Office/Section:- Jairam Cell

Sl No	Name of Employee	Designation	Days of Duty	Remarks
01	Jayasree R. Warrier	S.O.	19, 21, 25, 27, 29	(5 days)
02	Tesin Simon M.	A.S.O.	18, 20, 22, 25, 28	(5 days)
03				
04				
05				
06				
07				
08				
09				
10				

19/5/2020
Section Officer

Joint Registrar I
(Admn)

19/5/20

REGISTRAR

8

Employees Rotation Chart from 18/05/2020

Section : General Store

Name of Employee	Designation	Days of Duty	Remarks
1. Ajitha. A.K.	O.A	May 18, 19, 20, 21, 22	Coming from Thrissur
2. Manoj. M. R	C.I. Asst.	" 25, 26, 27, 28, 29	
3. Rajesh. R	Store Asst.	" 25, 27, 29	(Kovid Duty)
4. Elijamma Philip	Daily Wage	" 25, 26, 27, 28, 29	
5. Ajithkumar. J.	S.O	" 18, 19, 20, 21, 22	Coming from Trivandrum

S.O. Gen. Store

JRD (Admn)

മഹാത്മാഗാന്ധി സർവ്വകലാശാല, കോട്ടയം

MAHATMA GANDHI UNIVERSITY

Administration/Finance/Exam Wing

Employees' Rotation Chart from 18 May 2020

Office/Section:- Records Sn

Sl No	Name of Employee	Designation	Days of Duty	Remarks
01	Lovely M.J	Section Officer	21. 5. 2020	(as informed by SO)
02			26. 5. 2020	
03			28. 5. 2020	
04			29. 5. 2020	
05	George John	Cl. Asst	22. 5. 2020	
06			25. 5. 2020	
07			27. 5. 2020	
08			29. 5. 2020	
09				
10				

Section Officer

20. 5. 2020

Joint Registrar I
(Admn)

MAHATMA GANDHI UNIVERSITY

Administration/~~Finance~~/~~Exam~~ Wing

Employees' Rotation Chart from 18 May 2020

Office/Section:- CD1

Sl No	Name of Employee	Designation	Days of Duty	Remarks
01	Anila Philip	Section Office	18th, 20th, 22nd	
02			25th, 27th & 29th	
03	Viji V.R	Assistant	21st, 22nd, 26th	Advised to take rest
04			& 27th	as she is pregnant
05	Shari Prakash A.	Assistant	19th, 20th, 28th	(Residing in Kollam)
06			& 29th	From Varkala
07	Rajamma V.P	Off: Attdt	18th, 21st, 22nd	
08			25th, 26th & 28th	
09				
10				

Section Officer

20/5/20

Director,
College Development Council

COLLEGE DEVELOPMENT COUNCIL
KOTTAYAM
PIN-686 560
MAHATMA GANDHI UNIVERSITY

MAHATMA GANDHI UNIVERSITY

Administration wing

Employees Rotation Chart from 18 May 2020

Office/Section – Ad B 7

Sl No	Name of Employee	Designation	Days of Duty	No of Duty days	Remarks
1	RADHAKRISHNAN K	SECTION OFFICER	MAY 19,20,21,22,25,26,27,28	8	
2	RENJITH BABU S	ASST SECTION OFFICER	MAY 18,20,22,25,28,29	6	
3	GEETHADEVI C T	ASSISTANT	MAY 18,19,21,26,27,29	6	
4	BINDHU K V	OA (EMPLOYMENT)	MAY 19,21,26,~~30~~ 27 29	4	No public transportation available

Total no of working days – 10 (excl: Saturday & Sundy)

Section Officer

Joint Registrar I (Admn)

JOINT REGISTRAR III (Admn)

ROTATION CHART EFFECTIVE FROM 20/05/2020 TO 31/05/2020 LOCKDOWN 4.0								
Section	20-May	21-May	22-May	25-May	26-May	27-May	28-May	29-May
AdB2	Kavitha Simi	Kavitha Gijo	Gijo	Gijo	Kavitha Simi	Gijo	Kavitha Simi	Simi
Ad.B4	Sindhu Rasik	Ambili Rasik	Sindhu Rasik	Ambily Rasik	Sindhu Ambili	Ambili Jomy	Sindhu Jomy	Ambily Jomy
P&D2	Dwipu Remim	Anil Veena	Dwipu Remim	Anil Veena	Dwipu Remim	Anil Veena	Dwipu Remim	Anil Veena
P&D1	Krishnan Kiran Saritha	Prasanth Shiji Saritha	Krishnan Kiran	Prasanth Shiji	Krishnan Kiran	Prasanth Shiji	Krishnan Kiran Saritha	Prasanth Shiji Saritha
P&D3	Doritt Nyci	Doritt Latha Nyci	Latha Nyci	Latha Nyci	Latha Doritt	Nyci	Latha Nyci	Doritt
SCST	Saija	Dilip	Saija	Dilip	Saija	Dilip	Saija	Dilip
SF1	Manoharan Adis	Jitha Adis	Manoharan Adis	Manoharan Jitha	Aadis	Manoharan Jitha	Aadis	Jitha Manoharan
SFSP	Ditty Vidya	Vidya	Ditty Vidya	Anila	Ditty Anila	Anila	Ditty Anila	Vidya
SFLEGAL	Satheesh Biju	Biju	Satheesh Manju	Biju Manju	Satheesh Manju	Biju	Satheesh Manju	Manju
AR	Najeeb	Pradeep, Maya	Najeeb	Pradeep, Maya	Najeeb	Pradeep, Maya	Najeeb	Pradeep, Maya
DR								
OTHER STAFF SHALL WORK FROM HOME ON THE DAYS NOT CHARTED FOR DUTY WHICH SHALL BE MONITORED BY THE ARs								

DR P&D

19.05.2020

JR 3(Ad)

MAHATMA GANDHI UNIVERSITY

IQAC - FMS Development Co-ordination

Employees' Rotation Chart from 18 May 2020

Sl No	Name of Employee	Designation	Days of Duty	Remarks
1	Rakhi Sharma	Sr. Web Application Developer	18-5,20-5,25-5, 27-5,29-5	Attending duty through work from home on all other days

18-05-20

Dr.Sajimon Abraham
IQAC-FMS Development Co-ordinator

Joint Registrar -III (Admn)

Joint Registrar -I (Admn)

JR3(Ad)

മഹാത്മാഗാന്ധി സർവ്വകലാശാല, കോട്ടയം

MAHATMA GANDHI UNIVERSITY

Employees' Rotation Chart from 18 May 2020 to 29 May 2020

Office/Section: IQAC

Sl No	Name of Employee	Designation	Days of Duty	Remarks
1	Anand Sasi	Assistant	20-5, 22-5,25-5,27-5,29-5	
2	Soja S	Computer DE operator	22-5, 26-5,27-5,28-5,29-5	
3	Ganesh B	Section Officer	18-5,19-5,22-5,26-5,28-5,29-5	
4	Cissy Mathew	Statistical Asst	18-5,20-5,25-5,27-5,29-5	
5	Anitha B Nair	Statistical Asst	19-5, 21-5,26-5,28-5,29-5	

Ganesh B
Section Officer
9447602316

Joint Registrar -III (Admn)

JR3(Ad)

Joint Registrar -I (Admn)

MAHATMA GANDHI UNIVERSITY

Administration/Finance/Exam Wing

Employees' Rotation Chart from 18 May 2020

Office/Section:- **Content Management Section**

Sl.No	Name of Employee	Designation	Days of Duty	Remarks
01	**Anju S. Nair**	**Computer Assistant**	**20, ~~21~~ 22, 27, 28, 29**	From Thodupuzha
02	**Ramu S.**	**Assistant**	**18, 20, 25, 27, 29**	From Kollam
03	**Rethishkumar S.**	**Section Officer**	**19, 21, 22, 26, 28**	
04				

Section Officer

Assistant Registrar-V (Admn)

Joint Registrar I
(Admn)

JR3(Adm)

മഹാത്മാഗാന്ധി സർവ്വകലാശാല, കേരളം

MAHATMA GANDHI UNIVERSITY

Administration

Employees' Rotation Chart from 18 May 2020 to 29 May 2020

Office/Section:-AD AVII

Sl No	Name of Employee	Designation	Days of Duty	Remarks
01	Vishnu R	Asst	18,19,25,26,27	
02	Tara Nair	ASO	20,21,26,27,28	
03	George Thomas Kalarickal	SO	19,22,25,27,29	
04	----------	----------	----------	
05				
06				
07				
08				
09				
10				

George Thomas Kalarickal
Section Officer

Joint Registrar I
(Admn)

JR3(Ad)

മഹാത്മാഗാന്ധി സർവ്വകലാശാല, കേരളം

MAHATMA GANDHI UNIVERSITY

Administration Wing

Employees' Rotation Chart from 18 May 2020

Office/Section:- Ad A8

Sl No	Name of Employee	Designation	Days of Duty	Remarks
01	Vidhya V Das	Assistant	19, 21, 25, 27, 29	Residing in Ernakulam
02	Sindhu Anne S	A.S.O	18, 20, 22, 25, 27, 29	
03	Joseph Abraham	S.O	19, 21, 22, 26, 28, 29	
04				
05				
06				
07				
08				
09				
10				

Section Officer

Joint Registrar I
(Admn)

JR3(Ad)

മഹാത്മാഗാന്ധി സർവ്വകലാശാല, കോട്ടയം

MAHATMA GANDHI UNIVERSITY

Administration/Finance/Exam Wing

Employees' Rotation Chart from 18 May 2020

Office/Section.- CITAD

Sl No	Name of Employee	Designation	Days of Duty	Remarks
01	SURAJ . S	ASSISTANT	18/05/2020	
02	ARUN MOHAN	ASSISTANT	19/05/2020	
03	SURAJ S	"	20/05/2020	
04	ARUN MOHAN	A. ASSISTANT	21/05/2020	
05	SURAJ S	"	22/05/2020	
06	SURAJ . S	"	25/05/2020	
07	ARUN MOHAN	"	26/05/2020	
08	SURAJ S	"	27/05/2020.	
09	ARUN MOHAN	"	28/05/2020.	
10	ARUN MOHAN	"	29/05/2020.	

Section Officer

For SO
Asst

JR3(Ad)

Joint Registrar I
(Admn)

മഹാത്മാഗാന്ധി സർവ്വകലാശാല, കോട്ടയം

JR II (Academic)

MAHATMA GANDHI UNIVERSITY

Administration Wing

Employees' Rotation Chart from 18 May 2020

Office/Section:- ~~Ad A1~~ ACD.

Sl No	Name of Employee	Designation	Days of Duty	Remarks
01	Yesudasan A.	ASO	18, 22, 25, 27, 29.	
02				
03	Lini J. M	ASO	20, 22, 25, 27, 29.	
04				
05	Sreekanth S.	Asst.	20, 25, 26, 27, 28.	
06	Nazia M. R.	ASO	19, 21, 22, 26, 28.	
07				
08	Ranimol V. T.	O.A.	20, 22, 25, 27, 29.	
09				
10	Suja Thomas P	SO.	18, 19, 21, 22, 26, 27, 28, 29.	

Section Officer

Joint Registrar II
(Admn)

Academic branch

Employees Rotation Chart for the Period from 18.5.2020 - 30.5.2020

AC A4 Section

19.5.2020

Date	Name of Employee	Designation	Remarks
18.5, 20.5,	Sheren Jose &	Asst	Residing at Kanjirappally.
22.5, 25.5 & 29.5	Sasikala. S	SO	–
19.5, 21.5,	Vipin. S &	Asst	Residing at Kollam.
26.5, 28.5 & 29.5	Sasikala. S	SO	–
20.5, 21.5,	Vishnu Vijayan. TV &	Asst	Residing at Changanacherry
22.5, 27.5 & 28.5	Sasikala. S	SO	–

Sasikala.

Sasikala. S
Section Officer.

AR II (Acad)

DR II (Acad)

JR II (Admn)
19/5

Employees Rotation Chart - A&A III Section

Date	Name of Employee	Designation
18/05/2020	Nikhil V. Paramesheswar	Asst
	Jayalakshmi P R	S.O
19/05/2020	Rajani V R	ASO
	Jayalakshmi P R	S.O
20/05/2020	Nikhil V Paramesheswar	Asst.
	Jayalakshmi P R	S.O
21/05/2020	Rajani V R	ASO
	Jayalakshmi P R	S.O
22/05/2020	Nikhil V Paramesheswar	Asst.
	Rajani V R	ASO
25/05/2020	Nikhil V Paramesheswar	Asst.
	Jayalakshmi P R	S.O
26/05/2020	Rajani V R	ASO
	Jayalakshmi P R	S.O
27/05/2020	Nikhil V Paramesheswar	Asst.
	Jayalakshmi P R	S.O
28/05/2020	Rajani V R	ASO
	Jayalakshmi P R	S.O
29/05/2020	Nikhil V Paramesheswar	Asst.
	Rajani V R	ASO

19/05/2020
S.O

Jr II (Adm)

P.S. 1/125/2016 dated 23.04.2018. 2,00,000 copies

സെക്ഷൻ:എസി.എ6 തീയതി:19.05.2020

എസി.എ6 സെക്ഷനിലെ ജീവനക്കാർ 18.05.2020 മുതൽ 30.05.2020 വരെ ഓഫീസിൽ ഹാജരാകേണ്ടത് സംബന്ധിച്ച ഡ്യൂട്ടി ചാർട്ട് തയ്യാറാക്കിയത് ചുവടെ ചേർക്കുന്നു.

Sl No	പേര്	തസ്തിക	ഹാജരാകുന്ന ദിവസങ്ങൾ	Remarks
1.	ബിന്ദു പി.ജെ	സെക്ഷൻ ഓഫീസർ	19,20,21,22 / 25,26,27,29	
2.	ഷഹബാസ് റഹിം	അസിസ്റ്റൻറ്	18,19,20,21 / 27,28,29	
3.	ലക്ഷ്മി ജി.കൃഷ്ണ	അസിസ്റ്റൻറ്	20,22 / 26,27,28	തേവര
4.	വിഷ്ണുരാജ്	അസിസ്റ്റൻറ്	18,19 / 25,26,27	കൊട്ടാരക്കര
5.	പ്രിയ വി.പി	കമ്പ്യൂട്ടർ അസിസ്റ്റൻറ്	22/ 25,26,27,28	കൊല്ലം

സെക്ഷൻ ഓഫീസർ

ജോയിൻറ് രജിസ്ട്രാർ II (അഡ്മിൻ)

മഹാത്മാഗാന്ധി സർവ്വകലാശാല, കേരളം

MAHATMA GANDHI UNIVERSITY

Administration Wing
Employees' Rotation Chart from 18 May 2020

Office/Section: - Election

Sl No	Name of Employee	Designation	Days of Duty	Remarks
01	Santhosh Nair P	Section Officer	18.05.2020 - 30.05.2020	
02	Soly Abraham	Assistant	18.05.2020, 20.05.2020, 22.05.2020, 25.05.2020, 27.05.2020, 29.05.2020	Coming from Erattupetta
03	Vijayalakshmi V	Assistant	19.05.2020, 21.05.2020, 23.05.2020, 26.05.2020, 28.05.2020, 30.05.2020	Coming from Kollam
04	Aswin R	Assistant	18.05.2020 - 30.05.2020	
05	Ajitha G S	Comp. Assistant	18.05.2020 - 30.05.2020	
06	Nisha M Nair	O.A (Pol)	18.05.2020, 20.05.2020, 22.05.2020, 25.05.2020, 27.05.2020, 29.05.2020	Coming from Pathamuttam

Section Officer
18/5/2020

18/5
Joint Registrar II
(Admn)

MAHATMA GANDHI UNIVERSITY

Administration Wing

Employees' Rotation Chart from 18 May 2020

Office/Section:- Ac BVI

Sl No	Name of Employee	Designation	Days of Duty	Remarks
01	VINOD K	A.S.O.	20.05.2020	
02	SEBASTIAN GEORGE	S.O.	21.05.2020	
03	VINOD K	A.S.O.	22.05.2020	
04	SEBASTIAN GEORGE	S.O.	25.05.2020	
05	VINOD K	A.S.O.	26.05.2020	
06	SEBASTIAN GEORGE	S.O.	27.05.2020	
07	VINOD K	A.S.O.	28.05.2020	
08	SEBASTIAN GEORGE	S.O.	29.05.2020	

Section Officer

19/5/20
AR.IV (Acd)

19/5/20

19/5

Joint Registrar II
(Admn)

മഹാത്മാഗാന്ധി സർവ്വകലാശാല, കോട്ടയം

MAHATMA GANDHI UNIVERSITY

Employees' Rotation Chart from 20 May 2020

Administration Wing

Office/Section:- [redacted]

Sl No	Name of Employee	Designation	Days of Duty	Remarks
01	ശ്രീജ്യ. ഒ.വി	അസിസ്റ്റന്റ്	—	20/5/20 മുതൽ 29/5/20 വരെ CML
02	ജയരാജൻ	"	21, 25, 27, 29	
03	സുരേഷ്. പി. എൻ	"	20, 22, 26, 28, 29	
04	അജിത്കുമാർ. വി.	എൽ. ഡി.	20, 22, 25, 27, 28	
05				
06				
07				
08				
09				
10				

Section Officer

19/05/20
AR IV (Admn)

19.5.20
AR II

Joint Registrar
(Admn)
19/5

MAHATMA GANDHI UNIVERSITY

Administration/Finance/Exam Wing

Employees' Rotation Chart from ~~18~~ 20 May 2020

Office/Section:- Ac C II

Sl No	Name of Employee	Designation	Days of Duty	Remarks
01	Sadeer R.	C/. Asst.		Duty at Quarantine Centre
02	Sreejith R.	Comp. Asst.	20, 21 & 22	
03	Bibin Babu	Asst.	21, 25, 27, 29	
04	Madhukumar P.	Asst.	20, 22, 26, 28	
05	Saji Chacko	S.O.	20/5 to 30/5	
06				
07				
08				
09				
10				

Section Officer

Joint Registrar II
(Admn)
19/5

മഹാത്മാഗാന്ധി സർവ്വകലാശാല, കോട്ടയം

MAHATMA GANDHI UNIVERSITY

Administration Wing

Employees' Rotation Chart from 18 May 2020

Office Section - Ad A1

Sl No	Name of Employee	Designation	Days of Duty	Remarks
01	Rolini S.S	Asst	25, 26, 27, 28, 29.	
02				
03	Prasanth Karthik.	Asst	18, 20, 22.	
04			25, 27, 29.	
05				
06	Jimy Abraham.	ASO	19, 21, 25	
07			26, 28.	
08				
09	Rachel. K.I	SO	18, 19, 20, 21, 22	
10			27, 28, 29.	

19.5.2020

Section Officer

Joint Registrar II
(Admn)
19/5

മഹാത്മാഗാന്ധി സർവ്വകലാശാല, കോട്ടയം

MAHATMA GANDHI UNIVERSITY

Administration/Finance/Exam Wing

Employees' Rotation Chart from 19 May 2020

Office/Section:-AcA XII Section

Sl No	Name of Employee	Designation	Days of Duty	Remarks
01	Prabha Sara Mathew	Section Officer	20,22,26,28	PATHANAMTITTA
02	Nisha V Lal	ASO	20,21,25,26,27,28,29	
03	Nidheesh P M	Assistant	22,25,26,29	ALAPPUZHA
04	Swapna Nadesan	Assistant	19,20,21,28,29	TRIVANDRUM
05	Sajimon K P	OA	~~26,29~~ 21, 22,	
06			~~25, 26~~, 27, 29	
07				
08				
09				
10				

For
Section Officer
20/05/20.

Joint Registrar (Admn)
19/5

മഹാത്മാഗാന്ധി സർവ്വകലാശാല, കോട്ടയം

AC AIX

List of Employees

20.5.2020 - Devi Mohan , Ajith Kumar.

21.5.2020 - Shymol.V.J. , Anand Lal Ben

22.5.2020 - Devi Mohan , Ajith Kumar.

25.5.2020 Shymol.V.J , Ajith Kumar.

26.5.2020. Devi Mohan , Anand Lal Ben

27.5.2020. Shymol. V.J , Ajith Kumar.

28.5.2020 Devi Mohan , Anand Lal Ben.

29.5.2020. Shymol. V.J , Ajith Kumar. R.

Ajith Kumar. R.
SO.

19/5

JR (Admn)

MAHATMA GANDHI UNIVERSITY

Administration Wing

Employees' Rotation Chart from 20 May 2020

Office/Section : LEGAL

Sl No	Name of Employee	Designation	Days of Duty	Remarks
01	VARKEY P.K	O.A	21, 25, 27,29	
02	VINOD K.L	CLERICAL ASST	20, 22, 26, 28	
03	INDU.S. NAIR	A.S.O	21, 25, 27, 29,	
04	TEERTHAN A.S	A.S.O	20,22,26,28	
05	RAJENDRAN PILLAI.N	S.O	21,22,25, 26,28,29.	
06				
07				
08				
09				
10				

Section Officer

Joint Registrar II
19/5 (Admn)

MAHATMA GANDHI UNIVERSITY

Academic Wing

Employees' Rotation Chart from 18 May 2020

Office/Section:- **Ac A II**

Sl No	Name of Employee	Designation	Days of Duty	Remarks
01	Jayalakshmi K.K.	Section Officer	19/05/2020, 21/05/2020 25/05/2020, 27/05/2020 29/05/2020	Residing in Alappuzha District
02	Ambily V.T.	A.S.O.	18/05/2020, 21/05/2020 25/05/2020, 27/05/2020 28/05/2020	Residing in Alappuzha District
03	Jijesh P.C.	Assistant	19/05/2020, 22/05/2020 26/05/2020, 28/05/2020 29/05/2020	
04	Bibin Thomas	Assistant	18/05/2020, 19/05/2020 20/05/2020, 27/05/2020 28/05/2020	Residing in Thrissur District
05	Jayakumar P.K.	Clerical Assistant	20/05/2020, 22/05/2020 25/05/2020, 26/05/2020 29/05/2020	Residing in Alappuzha District

Section Officer

19/5/20

19/5 Joint Registrar (Admn)

19/05/20

[illegible]

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MAHATMA GANDHI UNIVERSITY, KERALA

ACADEMIC WING

Employees' Rotation Chart from 19 May 2020

Section : AcAX

Sl. No.	Name of employee	Designation	Days of duty	Remarks
01	Hema G. Nair	Section Officer	19.05.2020 21.05.2020 26.05.2020 27.05.2020 29.05.2020	
02	Sree Ranjini Gopakumar	Assistant Section Officer	19.05.2020 28.05.2020	From Ernakulam (Camp Duty at Ernakulam)
03	Jithin M. S.	Assistant	19.05.2020 21.05.2020 25.05.2020 26.05.2020 28.05.2020	
04	Roshan Joseph	Assistant	—	Camp Duty at Kattappana (Residing at Containment Zone in Idukki District)
05	Deepa K.	Assistant	19.05.2020 20.05.2020 22.05.2020 25.05.2020 28.05.2020	
06	Seena T. S.	Computer Assistant	21.05.2020 22.05.2020 25.05.2020 27.05.2020 29.05.2020	

Section Officer

19/5/20

ഡി. ആർ. 1 (അക്കാദമിക്)

19/5

മഹാത്മാഗാന്ധി സർവ്വകലാശാല, കേരളം

Duty Chart of Ac Ax1

from 20/5/2020 to 29/5/2020

		M	Tue	W	Thu	Fri	
	SO Rajesh V	✓		✓		✓	
	ASO Uma Sreenivasan		✓	✓	✓		
Ac Ax1	ASO Veena Rani	✓			✓	✓	
	ASO Sunil Ramesh		✓		✓	✓	

For Section Officer

Uma Sreenivasan, ASO

19/5/20
AR IV (Ax1)

19/05/20

ഡി. ആർ. 1 (അക്കാദമിക്)

19/5

JR (Adm)

മലയാളഭാഷാ സർവ്വകലാശാല, തേഞ്ഞിപ്പലം

MAHATMA GANDHI UNIVERSITY

Employees' rotation Chart from 20.05.2020

Section : Ac A1

Date	Day	Employees' Name and Designation
20.05.2020	Wednesday	Vijil C V, Assistant Saritha P R, Assistant
21.05.2020	Thursday	Chithra Chandran, Section Offficer Sreejaya.J, Sr.Gr.Assistant
22.05.2020	Friday	Vijil C V, Assistant Saritha P R, Assistant
23.05.2020	Saturday	Holiday
24.05.2020	Sunday	Holiday
25.05.2020	Monday	Chithra Chandran, Section Offficer Sreejaya.J, Sr.Gr.Assistant
26.05.2020	Tuesday	Vijil C V, Assistant Saritha P R, Assistant
27.05.2020	Wednesday	Chithra Chandran, Section Offficer Sreejaya.J, Sr.Gr.Assistant
28.05.2020	Thursday	Vijil C V, Assistant Saritha P R, Assistant
29.05.2020	Friday	Chithra Chandran, Section Offficer Sreejaya.J, Sr.Gr.Assistant
30.05.2020	Saturday	Holiday
31.05.2020	Sunday	Holiday

NB: Sreejesh M, Computer Assistant is from Wayanad district and he reported to District Collector, Wayanad as it is difficult to attend duty at University in the absence of Public Conveyance.

Section Officer
19.05.2020

Joint Registrar II (Admn)
19/5

AR (Acad-I)

19/05/20
ഡി. ആർ. I (അക്കാദമിക്)

MAHATMA GANDHI UNIVERSITY

Administration Wing

Employees' Rotation Chart from 19 May 2020

Office/Section:- Ac AVII

Sl No	Name of Employee	Designation	Days of Duty	Remarks
01	Mini George	Section Officer	19,21,22,25,26,27, 28,29	
02	Sherin Sam	Assistant	19,20,26,27,28,29	
03	Tom P Alex	Assistant	19,22,25,27,29	
04	Libin Sabu	Assistant	18,20,21,26,28	
05				
06				
07				
08				
09				
10				

Section Officer

Joint Registrar I/
(Admn)
18/5

AR (Acad-I)

18/05/20

ഡി. ആർ. I (അക്കാദമിക്)

MAHATMA GANDHI UNIVERSITY

Administration Wing

Employees Rotation Chart from 18 May 2020 to 29 May 2020

Office/Section:- Ac BI

Sl No	Name of Employee	Designation	Days of Duty	Remarks
01	CHIPPI BHADRAN	Assistant	18.05.2020 21.05.2020 25.05.2020 28.05.2020 29.05.2020	
02	SHEEBA THOMAS	Assistant	21.05.2020 22.05.2020 27.05.2020 28.05.2020 29.05.2020	
03	RAZIA S IBRAHIM	Assistant Section Officer	19.05.2020 20.05.2020 25.05.2020 26.05.2020 27.05.2020	
04	JUBIN JOHNS	Section Officer	18.05.2020 20.05.2020 22.05.2020 26.05.2020 28.05.2020	

Section Officer

19/5

Joint Registrar II (Admn)

AR (Admn-I)

19/05/20

ഡി. ആർ. I (അക്കാദമിക്ക്)

മഹാത്മാഗാന്ധി സർവ്വകലാശാല, കേരളം

Employees' Rotation Chart from 20 May 2020

Section:- AcBII

Sl. No	Name of Employee	Designation	Days of duty	Remarks
1	Asha K Nair	Assistant	21.05.2020,25.05.2020, 27.05.2020,29.05.2020	
2	Antony Joseph	Assistant Section officer	21.05.2020,25.05.2020, 27.05.2020,29.05.2020	
3	Reubin Daniel	Assistant Section officer	20.05.2020,22.05.2020, 26.05.2020,28.05.2020	
4	Sony.S.Nair	Section Officer	20.05.2020,22.05.2020, 26.05.2020,28.05.2020	

AR (Acad-I)

JR Adm II
19/5

19/05/20

ഡി. ആർ. I (അക്കാദമിക്കി)

മഹാത്മാഗാന്ധി സർവ്വകലാശാല, കേരളം

MAHATMA GANDHI UNIVERSITY

Academic Wing

Employees' Rotation Chart from 20 May 2020

Office/Section:- Ac BV

Sl No	Name of Employee	Designation	Days of Duty in May 2020	Remarks
01	Salin Thomas	S.O.	20,22,25,27,29	
02	Manoj Kumar T.C.	A.S.O.	20,22,25,26	
03	Devika S.Dev	A.S.O.	20,22,25,28	
04	Arunjith G.Nair	A.S.O.	21,26,27,29	
05	Asha Jose V.	Assistant	21,27, 28, 29	
06				
07				
08				
09				
10				

Section Officer

Joint Registrar II
(Admn)

AR (Acad-1)

19/05/20

ഡി. ആർ. 1 (അക്കാദമിക്)

മഹാത്മാഗാന്ധി സർവ്വകലാശാല, കോട്ടയം

MAHATMA GANDHI UNIVERSITY

Academic Wing

Employees' Revised Duty Chart from 20 May 2020

[illegible] MGS

Sl. No.	Name of Employee	Designation	Days of Duty	Remarks
[illegible]	[illegible] R	Section Officer	18.22.25.27.29	Kollam
[illegible]	[illegible]	ASO	19.20.21.26.27.28	Kottayam / Kollam
[illegible]	Vishnu Vijayan	Assistant	On vacation campus	Kothamangalam
[illegible]	Jithin Sachidanandan	Assistant	[illegible].22.27.28.29	Kottayam / Idukki

Section Officer

19/05/20

ഡി. ആർ. I (അക്കാദമിക്)

Joint Registrar II (Admn)

19/5

മഹാത്മാഗാന്ധി സർവ്വകലാശാല, കോട്ടയം

ARI REVISED ROTATION CHART.

SECTION: PD II

SL.NO.	NAME OF THE EMPLOYEE	DAYS REPORTING FROM 20th MAY to 29th MAY
1	VINU V V	20,21,22,25,27,29
2	SOORYA DAMODARAN	20,21,22,26,27,28
3	MATHEW M B	20,21,22,25,29
4	SHIBIN K ABRAHAM	20,21,26,27,28
5	AYYAPPAN PILLAI V	22,25,29

20/5/20
അസിസ്റ്റന്റ് രജിസ്ട്രാർ I (പരീക്ഷ)

20.5.20
JRI Exam.

C.D വിഭാഗത്തിൽ നിന്നും 50% പേരെ ഉൾപ്പെടുത്തിയാണ് ഓരോദിവസത്തെയും റൊട്ടേഷൻ ചാർട്ട് തയ്യാറാക്കിയിട്ടുള്ളത്.

20.05.20.
ARI (Exam).

PD VI SECTION

NAME	DESIGNATION	DAYS TO BE PRESENT
CHRISTY S	SECTION OFFICER	22.05.2020,25.05.2020, 27.05.2020, 29.05.2020
SREEJA S	ASST SECTION OFFICER	22.05.2020,25.05.2020, 27.05.2020, 29.05.2020
ASWATHY G	ASST	21.05.2020, 26.05.2020, 28.05.2020
LINSHA SUBRAMANNIAN	ASST	21.05.2020, 26.05.2020, 28.05.2020
GEETHAMMA M N	OS	22.05.2020,25.05.2020, 27.05.2020, 29.05.2020
SUMI S	COMPUTER ASST	21.05.2020, 26.05.2020, 28.05.2020

20/05/20.

അസിസ്റ്റന്റ് രജിസ്ട്രാർ I (പരീക്ഷ)

20.5.20

ARI

C.D വിഭാഗത്തിൽ നിന്ന് 50% പേരെ ഉൾപ്പെടുത്തിയാണ് ഓരോ ദിവസത്തെയും നെടുമ്പാൻ പട്ട് കേരിക്കുന്നത്.

20.05.20
ARI (Exam).

മഹാത്മാഗാന്ധി സർവ്വകലാശാല, കോട്ടയം

Exam Despatch – IV Section 20-May-2020

REVISED ROTATION CHART FROM 20.5.2020 TO 29.5.2020

Sl. NO.	Name of employee	Days to be reported for duty
1	Dhanya S., Clerical Assistant	20, 22, 26 & 28
2	Rajanaimol K.T., Clerical Assistant	20, 22, 26 & 28
3	Praveenkumar P.V., Section Officer	20, 22, 26 & 28
4	Subhash N., Office Attendant	21, 25, 27 & 29
5	Jancy K.V., Clerical Assistant	21, 25, 27 & 29
6	Elsamma M.J., Clerical Assistant	21, 25, 27 & 29

Praveenkumar P.V.
Section Officer
Exam Despatch-IV Sn.

20/05/20.

20.5.20

അസിസ്റ്റന്റ് രജിസ്ട്രാർ I (പരീക്ഷ)

C.D. വിഭാഗത്തിൽ നിന്ന് 50% പേരെ ഉൾപ്പെടുത്തിയാണ് ഓരോ ദിവസത്തെയും റൊട്ടേഷൻ ചാർട്ട് തയ്യാറാക്കിയിട്ടുള്ളത്.

20.05.20.
ARI.

AR XI

MAHATMA GANDHI UNIVERSITY

Administration/Finance/Exam Wing

Employees' Rotation Chart from 18 May 2020

Office/Section:- EB I

Sl No	Name of Employee	Designation	Days of Duty	Remarks
01	Jehana Ali S	S.O	18, 20, 22, 26, 28	
02	Sreeja S	Asst	18, 22, 25, 27, 29	
03	Simi George	Asst	19, 21, 25, 27, 29	
04	Jyothirmayi G	Asst	18, 19, 20, 21, 25, 27, 28	
05				
06				
07				
08	NIMMI LEWIS	AR	19, 20, 21, 25, 27, 28	
09				
10				

Section Officer

19.5.20
AR XI

Joint Registrar I Exam.
~~(Admn)~~

Certified that 50% attendance has been maintained.

20.5.20
AR XI

MAHATMA GANDHI UNIVERSITY

Administration/Finance/Exam Wing

Employees' Rotation Chart from 18 May 2020

Office/Section:- EB III

Sl No	Name of Employee	Designation	Days of Duty	Remarks
01	Aji Haneef	Asst	19, 20, 26, 27	* Camp officer Kozhenchery Zone
02	Veena Ramachandran	Asst	19, 21, 25, 27, 29	
03	Aneesha G V	Asst		* 42 days Medical leave wef 6.5.20
04	Justin Mathew	S.O	18, 20, 22, 26, 28	
05				
06				
07				
08				
09				
10				

Certified that 50% attendance has been maintained.

Section Officer
19.5.20
AR XI (Exams)

Joint Registrar I Exam
(Admn)

MAHATMA GANDHI UNIVERSITY

Administration/Finance/Exam Wing

Employees' Rotation Chart from 18 May 2020

Office/Section:- EB VI

Sl No	Name of Employee	Designation	Days of Duty	Remarks
01	Nandakumar R.	S.O	18,20,22,25,27,29	
02	Rekha P.	A.S.O	19,21,26,28	
03	Muhammed Rafi M.	Assistant	25,26,27,28,29	
04	Nimi K.V	Assistant	19,20,21,22	
05				
06				
07				
08				
09				
10				

For Section Officer ASO 19/05/2020

Certified that 50% attendance has been maintained.

19-5-20
AR XI

Joint Registrar I Exam
~~(Admn)~~

MAHATMA GANDHI UNIVERSITY

Administration/Finance/Exam Wing

Employees' Rotation Chart from 18 May 2020

Office/Section:- EB VII

Sl No	Name of Employee	Designation	Days of Duty	Remarks
01	NARENDRAN C	S.O	19, 20, 22, 25, 28	N.A
02	SINDHU GEORGE	ASO	18, 21, 25, 27, 29	"
03	GEETHA M U	Assistant	18, 20, 22, 26, 28	"
04	ARUN A JOSE	Assistant	19, 21, 25, 27, 29	"
05				
06				
07				
08				
09				
10				

for

Section Officer

Arun
Asst, EB7.

Certified that 50% attendance has been maintained.

19.5.20
AR XI

Joint Registrar I Exam
~~(Admn)~~

MAHATMA GANDHI UNIVERSITY

~~Administration~~/~~Finance~~/Exam Wing

Employees' Rotation Chart from 18 May 2020

Office/Section:- EB VIII

Sl No	Name of Employee	Designation	Days of Duty	Remarks
01	Annie Eapen	S.O.	19, 21, 25, 27, 29	
02	Sabitha Mohan	Assistant	19, 20, 25, 26, 29	
03	Al Rijun Velissery T.	Assistant	18, 20, 22, 26, 28	
04	Geethu R	Assistant	19, 21, 22, 27, 28	
05				
06				
07				
08				
09				
10				

Annie Eapen

Section Officer

Certified that 50% attendance has been maintained.

19.5.20

AR XI

Joint Registrar I Exam

~~(Admn)~~

MAHATMA GANDHI UNIVERSITY

Administration/Finance/Exam Wing

Employees' Rotation Chart from 18 May 2020

Office/Section:- E·B CONFIDENTIAL

Sl No	Name of Employee	Designation	Days of Duty	Remarks
01	SAROJA·A	S·O	19, 21, 25, 27, 29	
02	BINDU·E·T	O·S	18, 20, 22, 26, 28	
03				
04				
05				
06				
07				
08				
09				
10				

19.5.2020

Section Officer

19.5.20 Certified that 50% attendance has been maintained.

AR XI

Joint Registrar I Exam
~~(Admn)~~

MAHATMA GANDHI UNIVERSITY

Administration/Finance/Exam Wing

Employees' Rotation Chart from 18 May 2020

Office/Section:- EA I

Sl No	Name of Employee	Designation	Days of Duty	Remarks
01	Prasanth Thampy	Section officer	18, 20, ~~25, 27, 2~~ 22, 26, 28	
02	Vipin George	Assistant	18, 20, 22, 22, 26, 28	
03	Harikrishnan. R	Assistant	19, ~~05, 00~~, 21, 25, 27, 29	
04	Binu. S	Assistant	19, 21, 25, 27, 29	
05	Manjuladevi. S. P	Computer Assistant	18, 20, 22, 26, 28	
06	Dhanukumary. K. C	office Attendent	18, 20, 22, 26, 28	
07				
08				
09				
10				

Section Officer

Certified that 50% attendance has been maintained.

Joint Registrar I Exam
~~(Admn)~~

MAHATMA GANDHI UNIVERSITY

Administration/Finance/Exam Wing

Employees' Rotation Chart from 18 May 2020

Office/Section:- EA II

Sl No	Name of Employee	Designation	Days of Duty	Remarks
01	Siji Anna Kurien	Section Officer	19, 21, 25, 26, 27, 29	
02	Prince John A.F	ASO	18, 20, 21, 22, 25, 28, 29	Absent on 18.5.20 & 20.5.20
03	Remyamol A.T	Asst.	18, 19, 20, 22, 26, 27, 28	
04				
05				
06				
07				
08				
09				
10				

Section Officer

Certified that 50% attendance has been maintained.

Joint Registrar I Exam
(~~Admn~~)

AR XIV.

ARXIV
CBCSS - BA

MAHATMA GANDHI UNIVERSITY

Exam Wing

Employees' Rotation Chart from 18 May 2020

Office/Section:- **CBCSS 4**

Sl No	Name of Employee	Designation	Days of Duty	Remarks
01	REMYA T.R.	ASSISTANT	18,19,22,~~28,26,29~~ 25,26,28,29	
02	SREELATHA S.	A.S.O.	18,19,21,25,27,29	
03	JOJI CHERIYAN THOMAS	S.O.	18,19,20,22,25,27, 28	19 (fn)
04				
05				
06				
07				
08				
09				
10				

19/5
Joji Cheriyan Thomas
Section Officer

Certified that 50% attendance is assured on all days

20/5/2020
ARXIV

Joint Registrar I Exam.
~~(Admn)~~

ARXIV

MAHATMA GANDHI UNIVERSITY

Administration/Finance/Exam Wing

Employees' Rotation Chart from 18 May 2020

Office/Section:- CBCSS V

Sl No	Name of Employee	Designation	Days of Duty	Remarks
01	SYAMALA.T.V	SECTION OFFICER	18, 21, 22, 26, 27, 28, 25,	
02	REKHA.S.K	ASSISTANT	18, 19, 20, 25, 26, 29	
03	PARVATHY . P .J	ASSISTANT	19, 21, 22, 27, 28, 29	
04				
05				
06				
07				
08				
09				
10				

20.05.20

for Section Officer

Joint Registrar I Exam ~~(Admn)~~

Certified that 50% attendance is assured on all days

20/5/2020
AR XIV

20/5/2020
AR XIV

MAHATMA GANDHI UNIVERSITY

Exam Wing

Employees' Rotation Chart from 18 May 2020

Section: CBCSS XIII

Sl No	Name of Employee	Designation	Days of Duty (MAY 2020)	Remarks
01	VIJOJ D.VIJAYAN	SECTION OFFICER	18,19,20,21,22,25,27,28, 29	
02	DEEPU G.I.	ASSISTANT	25,26,27,28, 29	Not turned out yet in the Lock down period
03	SABNA K.H.	ASSISTANT	18,20,27,29	
04				
05				
06				
07				
08				
09				
10				

19/05/20.

Section Officer

Joint Registrar I Exam
~~(Admn)~~

Smt Sabna K.H, Asst has a feeding child; Hence she may be exempted from attending ~~coming~~ office for more days than assured.

AR XIV

Certified that 50% attendance is assured on all days

AR XIV

20/5/2020

MAHATMA GANDHI UNIVERSITY

Administration/Finance/Exam Wing

Employees' Rotation Chart from 18 May 2020

Office/Section:- CBCSS XIV

Sl No	Name of Employee	Designation	Days of Duty	Remarks
01	PANCHAMI.V.S	ASSISTANT	18,19,20,22,25,26,27,28 & 29 MAY 2020	
02	JITHIN JOSE	ASSISTANT	18,19,21,25,26 & 28 MAY2020	
03	JAYASREE GOPINATHEN	SECTION OFFICER	18,20,22,25,27 & 29 MAY 2020	

20/5/2020
Section Officer

Joint Registrar I Exam
~~(Admn)~~

Certified that 50% attendance is assured on all days

20.5.2020

20.5.2020
AR XIV

MAHATMA GANDHI UNIVERSITY

Administration/Finance/Exam Wing

Employees' Rotation Chart from 18 May 2020

Office/Section:- CBCSS XV

Sl No	Name of Employee	Designation	Days of Duty	Remarks
01	BENNY KURIAKOSE	SECTION OFFICER	18/19 20,22,26,27,28	
02	ANISHA SUSAN ELIAS	ASSISTANT	19 21,25,27,29	
03	SREEJA S.	ASSISTANT	19 22,26,28,29	
04				
05				
06				
07				
08				
09				
10				

Section Officer

Joint Registrar I Exam
(~~Admn~~)

Certified that 50% attendance is assured on all days.

20/5/2020

AR XIV

AR XIV

MAHATMA GANDHI UNIVERSITY

~~Administration~~/~~Finance~~/Exam Wing

Employees' Rotation Chart from 18 May 2020

Office/Section:- CBCSS XXIII

Sl No	Name of Employee	Designation	Days of Duty	Remarks
01	MANOJ G	SECTION OFFICER	21/5/2020	CAMP DUTY
02	FOUSIA V P	ASSISTANT	19, 20, 26, 27, 28	
03	JAYA S NAIR	ASSISTANT	18, 22, 25, 27, 29	CV Camp duty
04				
05				
06				
07				
08				
09				
10				

(Ast)
Section Officer

for

Certified that 50% attendance is assured on all days

Joint Registrar I Exam
(~~Admn~~).

Mr.
AR XIV

Mr.
20/5/2020
AR XIV

MAHATMA GANDHI UNIVERSITY

Administration/Finance/Exam Wing

Employees' Rotation Chart from 18 May 2020

Office/Section:- CBCSS 27

Sl No	Name of Employee	Designation	Days of Duty	Remarks
01	SAVITHA RAVINDRAN	Section Officer	18,20,22,~~26,28~~ 21 25,28	
02	BINU THOMAS	Assistant	18,19,20,26,27,28 ~~8~~,29	
03	MISI MS	Assistant	21,22,25,27,29 26	

20/05/20.
Section Officer

Certified that 50% attendance is assured on all days

Joint Registrar I Exm
(~~Admn~~)

20.5.2020
AR XIV

20/05/2020.
AR XIV

ARXV

MAHATMA GANDHI UNIVERSITY

Administration/Finance/Exam Wing

Employees' Rotation Chart from 18 May 2020

Office/Section:- CBCSS III

Sl No	Name of Employee	Designation	Days of Duty	Remarks
01	BIJAYA KUMAR . P	SECTION OFFICER		HOSPITALISED - on leave
02	ANJUMOL U.G	ASSISTANT	18/5/2020, 19/5/2020, 25/5/2020	
03	SHALINI P DEVASIA	ASSISTANT	20/5/20, 26/5/20,	
04	LEEBA . M	ASSISTANT	20/5/20, 22/5/20, 21/5/20, 26/5/20, 28/5/20	
05				
06				
07				
08				
09				
10				

Section Officer Anjumol U.G

Joint Registrar I
~~(Admn)~~
Exam

Three officers only

Certified that 50 percent of the staff has been allotted on all days

ARXV
20/5/2020

MAHATMA GANDHI UNIVERSITY

~~Administration/Finance/~~Exam Wing

Employees' Rotation Chart from 18 May 2020

Office/Section:- CBCSS II

Sl No	Name of Employee	Designation	Days of Duty	Remarks
01	Harmila Beegum	Section Officer		On leave
02				
03				
04	Smitha Chandran	ASO	18/05/2020	
05			20/05/2020	
06			21/05/2020	
07		25/05/20	~~25/05/2020~~, 26/05/2020/29/05/2020.	
08	Rakhi P V	Assistant	20/05/2020	
09			22/05/2020	
10			26/05/2020	
			27/05/2020	
			~~27/05/2020~~.	

Section Officer

Only two officers present.

ARXV

Joint Registrar I
~~(Admn)~~
Exam

Certified that 50 percent of the staff has been allotted on all days

ARXV

MAHATMA GANDHI UNIVERSITY

~~Administration/Finance~~/Exam Wing

Employees' Rotation Chart from 18 May 2020

Office/Section:- CBCSS XVII

Sl No	Name of Employee	Designation	Days of Duty	Remarks
01	Bindu D. Bhatt	Section Officer	18/05/2020, 20/05/2020,	
02			22/05/2020, 26/05/2020,	
03			28/05/2020	
04	Soby N. Antony	Asst Section Officer	19/05/2020, 20/05/2020,	
05			22/05/2020, 26/05/2020,	
06			28/05/2020	
07	Manu G.	Assistant	19/05/2020, 21/05/2020,	
08			25/05/2020, 27/05/2020,	
09			29/05/2020	
10	Bibin P. Benny	Assistant	Camp Duty	Kattappana CV Camp

For Section Officer

Only 3 officers on duty in the campus.
One is on campduty.

Joint Registrar I
(~~Admn~~) Exam

Certified that 50% of the employees has been included in the list on alldays

AR XV

MAHATMA GANDHI UNIVERSITY

Administration/Finance/Exam Wing

CBCSS XVI

Employees' Rotation Chart from 18 May 2020

Office/Section:-

Sl No	Name of Employee	Designation	Days of Duty	Remarks
01	JIMSON JOHN	S.O.	19,25,27	
02	BINDU R	A.S.O.	~~25,27,28~~	18,20,22,25,27,28
03	ASHRA LAL	Asst.	18,20,26,28	
04	ANUMOL MOHAN		19,21,27	CN. Camp Kottayam
05				CN. Camp
06				
07				
08				
09				
10				

Section Officer

Certified that 50% of the employees have been included in the list

Joint Registrar I
~~(Admn)~~ Exam

AR XV

MAHATMA GANDHI UNIVERSITY

Administration/Finance/Exam Wing

Employees' Rotation Chart from 18 May 2020

Office/Section:- BBCSS-18 (Exam)

Sl No	Name of Employee	Designation	Days of Duty	Remarks
01	Salmon George	S.O	18/5, 19/5, 22/5, 26/5, 29/5	NO Remark
02	Divya Das	Asst	20/5, 22/5, 25/5, 27/5 28/5	
03	Sheffic Hussain	"	20/5, 21/5, 22/5, 26/5 27/5, 29/5	
04	Indu. CV	"	21/5, 22/5, 25/5, 27/5 28/5	
05				
06				
07				
08				
09				
10				

Section Officer

Joint Registrar I
~~(Admn)~~
Exam

Certified that 50% of the staff has been included in the list

AR XV

MAHATMA GANDHI UNIVERSITY

Administration/~~Finance/Exam~~ Wing

Employees' Rotation Chart from 18 May 2020

Office/Section:- CBCSS VII

Sl No	Name of Employee	Designation	Days of Duty	Remarks
01	Devidal D.	Asst	19, 22.	
02	Sunila P. Shampi	"	20, 22.	
03	Neethu Sivan	"	19, 21	
04	Smitha V.M.	S.O.	18, 19, 21	
05				
06	Devidal D.	Asst	25, 28, 27	
07	Sunila P. Shampi	"	27, 29.	
08	Neethu Sivan	"	26, ~~29~~ 28	
09	Smitha V.M.	SO	25, 26, 29	
10				

Section Officer

Joint Registrar I
~~(Admn)~~
Exam

Certified that 50% of the employees have been included, daily in the list.

AR XV

MAHATMA GANDHI UNIVERSITY

Administration/Finance/Exam Wing

Employees' Rotation Chart from 18 May 2020

Office/Section:- Cross VIII

Sl No	Name of Employee	Designation	Days of Duty	Remarks
01	Savitha Sathyan	Asst	20/5, 27/5	Pregnant Lady, Alappuzha
02	Jayasree P	ASO	18/5, 22/5, 26/5, 29/5	from Vaikkom
03	Maya Sukumaran	ASO	19/5, 22/5, 26/5, 29/5	from Vayala, Parent of Child below 5 years.
04	Krishnakumar M	Section Officer	19/5, 22/5, 26/5, 29/5	from Harripad, Alappuzha Dist
05				
06				
07				
08				
09				
10				

Section Officer
19/05/2020

Jayasree P was not present on 18.05.2020 due to natural calamity at Vaikkom.

Joint Registrar I
(Admn)

Certified that 50% are included in the daily list

ARXV

AR XIX.

MAHATMA GANDHI UNIVERSITY

Administration/Finance/Exam Wing

Employees' Rotation Chart from 18 May 2020

Office/Section:- CBCSS I

Sl No	Name of Employee	Designation	Days of Duty	Remarks
01	Hema M	S.O	19, 21, 25, 26, 28, 29	5 days
02	Aravind Vijayan	Assistant	19, 21, 26, 28, 29	5 days
03	Renuka. K.K.	A.S.O	18, 20, 22, 25, 27	5 days
04	Pravitha. P.P		22, 26, 27, 28, 29	5 days
05				
06				
07				
08				
09				
10				

Section Officer

Joint Registrar I Exam
~~(Admn)~~

Certified that 50% attendance is assured on all days.

20/5/20
AR XIX

MAHATMA GANDHI UNIVERSITY
Administration/Finance/Exam Wing

Employees' Rotation Chart from 18 May 2020

Office/Section:- CBCSS X/B.Com

Sl No	Name of Employee	Designation	Days of Duty	Remarks
01	Vibha Rani B	Section Officer	5	18,20,22,25,27
02	Sudheer S	Asst. Section Officer	5	19,21,25,27,29
03	Soumya M	Assistant	5	18,20,22,26,28
04	Jose J	Assistant	5	21,22,26,28,29

For Section Officer
19/5/2020

Joint Registrar I Exam
~~(Admn)~~

Certified that 50% attendance is assured on all days

20/5/20
AR XIV

MAHATMA GANDHI UNIVERSITY

Administration/Finance/Exam Wing

Employees' Rotation Chart from 18 May 2020

Office/Section:- CBCSS XI

Sl No	Name of Employee	Designation	Days of Duty	Remarks
01	Manojkumar M.	Assistant	19, 20, 21, 22, 28, ~~29~~	
02	Sumi Sukumaran	"	19, 26, 27, 28, 29	
03	Jayashree R.	ASO	19, 21, 25, 26, 27	
04	Prasanna V.K.	SO	18, 19, 20, 22, 25, 29	
05				
06				
07				
08				
09				
10				

Section Officer

Joint Registrar I (~~Admn~~)

Certified that 50% attendance is assured on all days

20/5/20

MAHATMA GANDHI UNIVERSITY

Administration/Finance/Exam Wing

Employees' Rotation Chart from 18 May 2020

Office/Section:- CBCSS XII

Sl No	Name of Employee	Designation	Days of Duty	Remarks
01	NASARUDHEEN M	SECTION OFFICER	18,21,25,27,29	5 Days
02	ANLY JOSHUA	ASST SECTION OFFICER	19,20,22,26,28	5 Days
03	TINU KURIAKOSE	ASSISTANT	19,21,25,27,29	5 Days
04	NISHA K	ASSISTANT	18,19,20,28,29	5 Days
05				
06				
07				
08				
09				
10				

For Section Officer

Joint Registrar I
(Exams)

Certified that 50% attendance is assured on all days

20/5/20

MAHATMA GANDHI UNIVERSITY

Administration/Finance/Exam Wing

Employees' Rotation Chart from 18 May 2020

Office/Section:- CBCSS XXI

Sl No	Name of Employee	Designation	Days of Duty	Remarks
01	Joseph Thomas	~~19~~ SO	19, 21, 25	
02			27, 29.	
03	MATHU. P.K	ASO	19, 20, 21, 22,	
04			25, 26, 27, 28.	
05	Renjitha N.P.	Asst.	20, 22, 26, 27, 29.	
06				
07	Nisha Ravendran	Asst.	20, 22, 25, 28, 29.	
08				
09				
10				

for
Section Officer

Certified that 50% attendance is assured on all days.

Joint Registrar I
(Admn)

20/5/20

MAHATMA GANDHI UNIVERSITY

Administration/Finance/Exam Wing

Employees' Rotation Chart from 18 May 2020

Office/Section:- CBCSS XXII

Sl No	Name of Employee	Designation	Days of Duty	Remarks
01	Thomas Jacob P.	S.O	19,21,25,27,29	
02	Bindumol K.	Asst.	18,20,21,22,27,29	
03	Sreeja K.S.	Asst.	18,20,22,26,28	
04	Ramachandran S.	Asst.	25,26,28,29	
05				
06				
07				
08				
09				
10				

Section Officer

Joint Registrar I Exam
(~~Admn~~)

Certified that 50% attendance is assured on all days.

20/5/20
AR XII

AR XXI (Exams)

MAHATMA GANDHI UNIVERSITY

Administration/Finance/Exam Wing

Employees' Rotation Chart from 18 May 2020

Office/Section:- CT & D

Sl No	Name of Employee	Designation	Days of Duty	Remarks
01	Anzari M.J	SO	20, 22, 26, 28	
02	Sunilkumar	C/A	20, 21, 22, 25	
03	JAYAN. M.R.	OA	21, 25, 27, 29	
04				
05				
06				
07				
08				
09				
10				

Section Officer For, Sunilkumar

Joint Registrar I ~~(Admn)~~

20/5/20

എ. ആർ. -XXI
(പരീക്ഷ)

Certificate

Certified that the above said officers are working in this section (CT. & D). And also its is certified that almost 50% of them are present in the office on the above said days.

20/5/20

എ. ആർ. -XXI
(പരീക്ഷ)

MAHATMA GANDHI UNIVERSITY

Administration/Finance/Exam Wing

Employees' Rotation Chart from 18 May 2020

Office/Section:- CETEX

Sl No	Name of Employee	Designation	Days of Duty	Remarks
01	Benshi TR	SO	18, 20, 22, 26, 28	
02	Shincy A C	SO FC&D	19, 21, 25, 27, 29	
03	Umadevi O	SO FC&D	18, 20, 22, 26, 28	
04	Anas S	ASO	18, 20, 22, 26, 28	
05	Nirmal George	Asst.	19, 21, 25, 27, 29	
06	Nithesh M V	Asst.	18, 20, ~~22, 26, 28~~ 22, 25, 27, 29	
07	Reshma AO	Comp. Asst.	18, 20, 22, 26, 28	
08	Sangeetha S	Comp. Asst	19, 21, 25, 27, 29	
09	Ponnamma KK	OA (GSVI)	18, 20, 22, 26, 28	
10				

Section Officer

Certified that 50% attendance of the staff in the section is ensured on all days

20/5

Joint Registrar I (~~Admn~~)

20/5/20

ഏ.ആർ.-XXI
(പരീക്ഷ)

ARXXI

MAHATMA GANDHI UNIVERSITY

Exam Wing

Employees' Rotation Chart from 18 May 2020

Section:- CETEX-II

Sl No	Name of Employee	Designation	Days of Duty	Remarks
01	Sabareesh G	SO	18,19,20,22	
02	Sangeetha A T	Assistant	18,19,20	
03	Sajitha P. R.	Assistant	18,20,22	
04	Nimmy Ramadas	Assistant	21,22	
05	Jayanthi P G	Jr.Software Devel.	18,19,21	
06	Sabareesh G	SO	25,26,28,29	
07	Sangeetha A T	Assistant	25,26	
08	Sajitha P. R.	Assstant	26,28	
09	Nimmy Ramadas	Assistant	27,28,29	
10	Jayanthi P G	Jr.Software Devel	25,27,29	

For Section Officer

Joint Registrar I ~~(Admn)~~

Certified that 50% attendance of staff in the section has been ensured on all days

SG SO 20/5/2020
CETEX-II

20/5/20
എ. ആർ.-XXI
(പരീക്ഷാ)

MAHATMA GANDHI UNIVERSITY

Administration/Finance/Exam Wing

Employees' Rotation Chart from 18 May 2020

Office/Section:- EB II. Exam Branch.

Sl No	Name of Employee	Designation	Days of Duty	Remarks
01				
02	Vigeesh kumar. M.V	ASO	20, 21, 26, 28	
03	N. Suresh	Asst	22, 25, 27, 29	
04				
05	M. I. Shaji	SO	20, 22, 26, 28	
06				
07				
08				
09				
10				

For Section Officer

Joint Registrar I Exam
~~(Admn)~~

എ. ആർ. -XXI
(പരീക്ഷ)

Certified that 50% of the Staff in this Section has presented on ~~20.05.2020~~ the above date.

എ. ആർ. -XXI
(പരീക്ഷ)

20-05-20.
SO
EB II

MAHATMA GANDHI UNIVERSITY

Administration/Finance/Exam Wing

Employees' Rotation Chart from 18 May 2020

Office/Section:- EB V

Sl No	Name of Employee	Designation	Days of Duty	Remarks
01				
02	Dilusselan . D	Assistant	21, 26, 28, 29	
03	Santhu Dev . P. S.	Assistant	20, 22, 26, 27	
04	Ashraf . S	Assistant	20, 22, 25, 27	
05				
06	Shihabudeen P.Y	A-SO	20, 25, 27, 28	
07	Jacob . C . Paul	S.O	21, 25, 26, 29	
08				
09				
10				

Section Officer
S.O.
EB V
19/5/20

Joint Registrar I
(~~Admn~~)

20/5/20
എ. ആർ. -XXI
(പരീക്ഷ)

It is certified that the presence of 50% staffs are ensured while preparing the Employees Rotation chart.

S.O, EB V Sm.
20/5/20

20/5/20
എ. ആർ. -XXI
(പരീക്ഷ)

MAHATMA GANDHI UNIVERSITY

Administration/Finance/Exam Wing

Employees' Rotation Chart from 18 May 2020

Office/Section:- E39

Sl No	Name of Employee	Designation	Days of Duty	Remarks
01	Binoy Sebastian	S.O	20, 22, 25, 27	
02	Shajahan A	A.SO	21, 26, 28, 29	
03	Praveen Kumar			Camp. Duty
04				
05				
06				
07				
08				
09				
10				

for Section Officer

Certified that 50% of attendance has been assured till 29/5/2020 in the section.

20/5/20

എ. ആർ.-XXI
(പരീക്ഷ)

20/5/20

SO, EB IX

Joint Registrar I
~~(Admn)~~
Exam.

MAHATMA GANDHI UNIVERSITY

Administration/Finance/Exam Wing

Employees' Rotation Chart from 18 May 2020

Office/Section:- EB X (Exam)

Sl No	Name of Employee	Designation	Days of Duty	Remarks
01	Sreethi S.	ASO	22,26,28, 29	Lactating mother staying at Kottarakkara
02	Ashitha P.	Asst.	20,21,22,26,28	
03	Nithin Prasannan	Asst.	21,25,27,29	
04	Lalitha R.	Comp.Asst.	21,25,27,29	
05	Walter V.	OA	20,22,26,28	
06	Roy Joseph	SO	20,22,25,26,28	
07				
08				
09				
10				

Section Officer

Joint Registrar I Exam
~~(Admn)~~

20/5/20

എ.ആർ.-XXI
(പരീക്ഷ)

Certified that 50% of staff attend duty on all days.

MAHATMA GANDHI UNIVERSITY

Administration/Finance/Exam Wing

Employees' Rotation Chart from 18 May 2020

Office/Section:- EB-XI

Sl No	Name of Employee	Designation	Days of Duty	Remarks
01	Gireesh Madhavan	A SO	22,25,28,29	
02	NOOR MUHAMMED	Assistant	20,21,26,27	
03	Gopakumar .C.	SO.	20,22,25,26	
04				
05				
06				
07				
08				
09				
10				

for Section Officer

Joint Registrar I Exam
~~(Admn)~~

ഏ. ആർ. -XXI
(പരീക്ഷ)

ഇബി. XI സെക്ഷനിൽ മേൽ സൂചിപ്പിച്ചിരിക്കുന്ന ജീവനക്കാരിൽ 50 ശതമാനം ~~ജീവനക്കാരുടെ~~ പേരുടെ ഡ്യൂട്ടി നിർദ്ദിഷ്ട ദിവസങ്ങളിൽ ഒഴിവാക്കിയിട്ടുണ്ട്

ഏ. ആർ. -XXI
(പരീക്ഷ)

സെക്ഷൻ ഓഫീസർ
സെ, ഇബി XI

MAHATMA GANDHI UNIVERSITY

Administration/Finance/Exam Wing

Employees' Rotation Chart from 18 May 2020

Office/Section:- EB XII

Sl No	Name of Employee	Designation	Days of Duty	Remarks
01	SREEKRISHNAKUMAR	S.O	20,25,27,29	
02	MITHUN.K.DAS	A.S.O	21,22,26,28	
03	PRAKASH.S	Assistant	20,21,22,29	
04	RAHUL	Assistant	20,22,25,27	
05	CLUBY	ASSISTANT	25,26,27,28,~~29~~	
06	SANTHOSH	Office Attendent	21,26,28,29	
07				
08				
09				
10				

Section Officer

Joint Registrar I Exam.
(Admn).

എ.ആർ. -XXI
(പരീക്ഷ)

എല്ലാ ദിവസവും 50% ജീവനക്കാരുടെ സാന്നിധ്യം ഓഫീസിലുണ്ടാകേണ്ടതാണ്.

50

എ.ആർ. -XXI
(പരീക്ഷ)

AR XXI

Exam

MAHATMA GANDHI UNIVERSITY

Exam Wing

Employees' Rotation Chart from 18 May 2020 (As per circular no: 17152/ADA1 50/2020 dtd 12/5/2020.

EB XIV Section:-

Sl No	Name of Employee	Designation	Days of Duty	Remarks
01	SIBY B S	ASSISTANT	18.05.2020	She has reported her inability to reach the HQ, to the office of the District Collector,Kollam on 19.05.2020.Further orders awaited
02	RITOSH V PRAKASH	ASSISTANT	18,20,22,26,28, 29	-
03	VIVEK P KAIMAL	ASSISTANT	19,21,22,25,27, 29	-
04	AARYA V K	SECTION OFFICER	18,20,21,25,26, 27,28	-

Section Officer 20/5/2020

20/5/20
എ.ആർ.-XXI
(പരീക്ഷ)

Joint Registrar I
(Admn)

പ്രവൃത്തി ദിവസങ്ങളിൽ പ്രസ്തുത സർക്കുലർ പ്രകാരം 50% ഹാജർ ഉറപ്പ് വരുത്തിയിട്ടുണ്ടെന്ന് സാക്ഷ്യപ്പെടുത്തുന്നു.

20/5/2020

20/5/20
എ.ആർ.-XXI
(പരീക്ഷ)

AR XXIII

9

MAHATMA GANDHI UNIVERSITY

Administration/Finance/Exam Wing

Employees' Rotation Chart from 18 May 2020

Office/Section:-

Sl No	Name of Employee	Designation	Days of Duty	Remarks
01	Renjith T.M.	Asst.	18, 19, 20, 21, 22.	
02	Archana B	Asst	25, 26, 27, 28, 29.	
03	Jayasree A.U.	S.O.	18, 20, 22, 23	
04			24, 25, 26, 27, 28, 29.	
05				
06				
07				
08				
09				
10				

Section Officer

Assistant Registrar (23)
CBCSS.

Joint Registrar I Exam
~~(Admn)~~

CBCSS 9 സെമസ്റ്ററിൽ 50% ചാർജ്ജ് ഉദ്യോഗസ്ഥരുടെ chart ആണ് ചാർജ്ജാക്കിയിട്ടുള്ളതെന്ന് അറിയിക്കുന്നു.

A.R (23)
CBCSS.

MAHATMA GANDHI UNIVERSITY

Administration/Finance/Exam Wing

Employees' Rotation Chart from 18 May 2020

Office/Section:- CBCSS XIX

Sl No	Name of Employee	Designation	Days of Duty	Remarks
01	BINI SUDHAKAR	ASSISTANT	19,21,22,28,29	
02	ANOOP. S	ASSISTANT	18,19,20,25,26,27	
03	FARIJA MOIDEEN	SECTION OFFICER	18,20,22,26,28,29	
04				
05				
06				
07				
08				
09				
10				

Section Officer
FARIJA MOIDEEN

ASSISTANT REGISTRAR (23)
CBCSS.

Joint Registrar I Exam.
(Admn)

CBCSS 19 സെക്ഷനിൽ 50% ഹാജർ ഉറപ്പാക്കിക്കൊണ്ടുള്ള chart ആണ് ഹാജരാക്കിയിട്ടുള്ളതെന്ന് അറിയിക്കുന്നു.

AR (23)
CBCSS.

MAHATMA GANDHI UNIVERSITY

Administration/Finance/Exam Wing

Employees' Rotation Chart from 18 May 2020

Office/Section:- CBCSS XX

Sl No	Name of Employee	Designation	Days of Duty	Remarks
01	Susamma. P.A	SO	19,21,22,25,26,27,29	
02	Maya. S	Asst	18,20,27,28,29	
03	Veena. S	Asst	18,21,22,25,26,28	
04				
05				
06				
07				
08				
09				
10				

for Section Officer

ASSISTANT REGISTRAR(23)
CBCSS.

Joint Registrar I
~~(Admn)~~

CBCSS 20 സെക്ഷനിൽ 50% ചാർജ്ജ് ഉപയോഗിക്കാനുള്ള chart ആണ് ചാർജ്ജാക്കിയിട്ടുള്ളതെന്ന് അറിയിക്കുന്നു.

AR (23)
CBCSS.

MAHATMA GANDHI UNIVERSITY

Administration/Finance/Exam Wing

Employees' Rotation Chart from 18 May 2020

Office/Section:- CBCSS XXIV

Sl No	Name of Employee	Designation	Days of Duty	Remarks
01	Jose Mathew	SO	18, 20, 22	Ponkunnam
~~02~~			25, 27, 29	
02	Anitha PC	Asst	19, 21, 26,	Ayamkudy
~~04~~			28	
03	Divya S	Asst	20, 22,	Alappuzha
~~06~~			25, 27	
04	Aswathy Venu	Asst	21, 26,	Bharathannur
08			28, 29	
09				
10				

Section Officer

ASSISTANT REGISTRAR (23
CBCSS.

Joint Registrar I
~~(Admn)~~

CBCSS 24 സെക്ഷനിൽ 50% പൂർത്തീകരിച്ചുകൊണ്ടുള്ള chart ആണ് പൂരിപ്പിച്ചിട്ടുള്ളതെന്ന് അറിയിക്കുന്നു.

20/5/2020
AR 23.

MAHATMA GANDHI UNIVERSITY

Administration/Finance/Exam Wing

Employees' Rotation Chart from 18 May 2020

Office/Section:- CBCSS XXV

Sl No	Name of Employee	Designation	Days of Duty	Remarks
01	Aswathy Unnikrishnan	SO	18th May to 29th May	
02	Chanthu Anand D	Assistant	19, 21, 25, 29	
03	Savitha V	Assistant	21, 22, 25, 26, 28	
04	Harikrishnan B	Assistant	22, 29, 27	CV camp.
06				
07				
08				
09				
10				

Aswathy Unnikrishnan
Section Officer

ASSISTANT REGISTRAR(23)
CBCSS.

Joint Registrar I Exam
(Admn)

CBCSS 25 Section il 50% ആളുകൾ

ഉപയോഗിക്കുന്ന chart ആണ് നൽകിയിട്ടുള്ളത്.

SO XXV
20/5/20

20/5/20
AR(23).

MAHATMA GANDHI UNIVERSITY

Administration/Finance/Exam Wing

Employees' Rotation Chart from 18 May 2020

Office/Section:- CBCSS XXVI

Sl No	Name of Employee	Designation	Days of Duty	Remarks
01	Harikumar R	SO	19, 21, 22	
02			25, 26, 27	
03				
04	Anchu T.S	Assistant	18, 20, 26, 22	
05			27, 29, 28	
06				
07	Lekshmi. S	Assistant	18, 21, 25	
08			28, 29, 20	
09				
10				

Section Officer

ASSISTANT REGISTRAR(23)

Joint Registrar I (Admn)

CBCSS 26 സെക്ഷനിൽ 50% ജീവനക്കാരുടെ ഉപയോഗിക്കുന്ന chart ആണ് ജീവനക്കാരിലേക്കെത്തിക്കുന്നതെന്ന് അറിയിക്കുന്നു.

AR(23)
CBCSS.

MAHATMA GANDHI UNIVERSITY

Exam Wing

Employees' Rotation Chart from 18 May 2020

Office/Section:- CETEX Sofware Development wing

Sl No	Name of Employee	Designation	Days of Duty	Remarks
01	Harikrishnan M.V	SMIC	18,20,21,25,27,29	
02	Majesh Subramanian	Sr S/W Developer	18,20,22,25,27,29	
03	Jeena Jain Thomas	"	18,20,22,25,27,29	
04	Yadu K.R	"	18,20,22,25,27,29	
05	Arathi S	"	18,20,22,25,27,29	
06	Binoj Cherian	Sr H/W,N/W Engineer	18,20,22,26,27,29	
07	Jyothis Joseph	Jr S/W Developer	19,22,26,28,30	
08	Adra Prathapan	"	19,21,26,28,30	
09	Simi Chandy	"	18,20,22,25,27,29	
10	Anuja Jaleel	"	19,21,26,28,30	
11	Ajith Sivadas	"	19,21,26,28,30	
12	Sreethu Raj	"	18,20,22,25,27,29	
13	Anooj Varughese	"	19,21,26,28,30	
14	Noora Naushad	"	19,21,26,28,30	
15	Pallavi Lal	"	18,20,22,25,28,29	
16	Midhuna Vipin	"	19,21,26,28,30	
17	Gheevarughese	"	19,21,26,28,30	

Section Officer

Certified that 50% staff attendance has been ensured in the system wing for these days

20/05/2020

Joint Registrar I
(Admn)

MHATMA GANDHI UNIVERSITY

Exam Branch-

JR I (Exam)

Employees Rotation Chart from May 18 to May 31, 2020

Sl No	Name of Employee	Designation	Days of Duty	Remarks
1	Ajith Kumar K	DR IV Exam	18,20,22,25,27,29	
2	Madhu Kumar M	DR V Exam	18,19,20,25,26,28	
3	Sandhya Suresh	OA, DR IV office	18.20,22,25,26,28	Provisional
4	Sophiyamma Joseph	OA, DR V Office	18, 19, ~~22~~ 21 25, 26, 28	
5	Sheela M. G.	OA, DR V office	19, 20, ~~22~~ 22 26, 27, 29	Provisional

Nishamol. PR Jr. Software Developer - 18, 20, 22 25, 27, 29.

Certified that ~~all~~ 50% attendance is assured on all days.

DR IV Exam

DR V (Exam)

JR I (Exam) 20.5.20

MAHATMA GANDHI UNIVERSITY

Exam Wing

Employees' Rotation Chart from 18 May 2020

Section: JR I (EXAM) SECTION

Sl No	Name of Employee	Designation	Days of Duty (MAY 2020)	Remarks
01	ANUPAMA P.K.	OA (PROVL)	18,19,20,21,22,25,26,27,28,29	
02	GEETHA S.	RONEO	18,19,20,21,22,25,26,27,28,29	
03	VIGI.T.A	JOINT REGISTRAR	18,19,20,21,22,25,26,27,28,29	
04				
05				
06				
07				
08				
09				
10				

Certified that 50% attendance is assured on all days.

JOINT REGISTRAR I (EXAMS)

Joint Registrar I
(Admn)

JR II (Examn.)

19.5.20

കുറിപ്പ്

സബ്. രജിസ്ട്രാറുടെ തിരക്കുകൾക്കു, C & D കാറ്റഗറി ജീവനക്കാരും 50% തിനം ജോലിക്ക് ഹാജരാകേണ്ട രീതിയിൽ തയ്യാറാക്കിയ Revised rotation roster സബ്. രജിസ്ട്രാർക്ക് സമർപ്പിക്കുന്നു.

നമ്പർ	പോസ്റ്റ്		ഹാജരാകേണ്ട ദിവസങ്ങൾ
1	DR I	നസീമാബീവി എം. എച്ച്	18, 20, 22, 26, 28,
2	DR II	ഷാജിലാൽ എം	19, 21, 25, 27, 29
3	AR VIII	സന്തോഷ് കെ വർഗീസ്	18, 20, 22, 26, 28
4	AR IX	ചിത്രകുമാർ പി.	19, 21, 25, 27, 29
5	AR XVI	നാരായണൻ നമ്പൂതിരി EP	18, 20, 22, 26, 28
6	AR III	ജെസി സെബാസ്റ്റ്യൻ	19, 21, 25, 27, 29
7	AR XVII	മനോജ് പി.എസ്	18, 20, 22, 26, 28

→

മഹാത്മാഗാന്ധി സർവ്വകലാശാല, കേരളം

	സെക്ഷൻ	പേര് / തസ്തിക		ആവശ്യപ്പെടുന്ന ദിവസങ്ങൾ
8	EH I	പ്രകാശ് വി	SO	18, 20, 22, 26, 28
9		ഷിം വി	Asst.	18, 19, 22, 25, 28
10		അരുൺ വി	Asst.	20, 21 26, 27, 29
11	EH II	ആനി ജോർജ്	SO	19, 21, 25, 27, 29
12		സുനി വി.എൻ	Asst	18, 19, 22, 25, 28
13		അഞ്ജിത് കെ.എസ്	Asst.	20, 21, 26, 27, 29
14	EH III	സുരേഷ് ചെറിയാൻ	SO	18, 20, 22, 26, 28
15		അമ്പു തമ്പു	Asst	18, 19, 22, 25, 28
16		അഞ്ജലി ആർ	Asst	20, 21 26, 27, 29
17		അമൃതമ്മ വി.വി	OA	20, 22, 26, 27, 29
18	EH XII	ജോർജ് കെ.എം	SO	19, 21, 25, 27, 29
19		അഞ്ജിത് കെ	Asst	18, 19, 22, 25, 28
20		ഹരിഷ്	Asst	20, 21, 26, 27, 29
21	E I V	ഷിനിമോൾ എസ്	SO	18, 20, 22, 26, 28
22		സിജി വി.എ	Asst	18, 19, 22, 25, 28
23		പ്രസീത കെ പ്രേമ	Asst	20, 21, 26, 27, 29
24	E I VI	ധന്യ കെ പുരുഷോത്തമൻ	SO	18, 20, 22, 26, 28
25		ഷാമുദ് സൻഫർ	Asst	18, 21 22, 26, 28
26		ശ്രീജ എസ് നായർ	Asst	19 21 25, 27, 29
27		സുനു എസ്	Asst	20, 22, 26, 27, 29

മഹാത്മാഗാന്ധി സർവ്വകലാശാല, കേരളം

	സെക്ഷൻ	പേര് / തസ്തിക		ഹാജരാകേണ്ട ദിവസങ്ങൾ
28	E I 26	മൊഹമ്മദ് ഷാജി	SO	19, 21, 25, 27, 28
29		മെറിൻ മാത്യു	Asst	18, 19, 22, 25, 28
30		ശ്രീജിത്ത് എസ്	Asst	20, 21, 26, 27, 29
31	CSS	ശ്രീകുമാർ . ടി.	SO	19, 21, 25, 27, 29
32		സിന്ധു സി	Asst	18, 21, 22, 26, 28
33		ശ്രീലക്ഷ്മി എം.എൻ	Asst	19 21, 25, 27, 29
34		ലാൻജി മാത്യു	Asst.	20, 22, 26, 27, 29
35	E H V	അനന്തകൃഷ്ണൻ വി.കെ	SO	18, 20, 22, 26, 28
36		ജസ്റ്റിൻ സി.ജെ	Asst	18, 21, 22, 26, 28
37		സിജു മാത്യു	Asst	19 21, 25, 27, 29
38		ചിഞ്ചു . ഒ.	Asst	20, 22, 26, 27, 29
39	E H VI	ഗോപകുമാർ എം.എസ്	SO	19, 21, 25, 27, 29
40		അനൂപ് ടി	Asst	18, 19, 22, 25, 28
41		നസീൽ ഷംസുദ്ദീൻ	Asst	20, 21, 26, 27, 29
42	E H VII	ഷാജി കെ ജി	SO	18, 20, 22, 26, 28
43		വിനിത് സേവ്യർ	Asst	18, 21, 22, 26 28
44		ശ്രീകുമാരി ഡി.	Asst	19, 21, 25, 27, 29
45		സന്ദ്ര സി.എസ്	Asst	20, 22 26, 27 29
46	E H VIII	ഫെലിസബത്ത് സി.സി	SO	19, 21, 25, 27, 29
47		ശരത് എസ്	Asst	18, 21 22, 26 28
48		ശ്രീജയറാണി എസ്	Asst	19, 21, 25, 27, 29
49		അച്ചുതൻ എൻ അരവിന്ദ്	Asst	20, 22 26, 27 29

മഹാത്മാഗാന്ധി സർവ്വകലാശാല, കോട്ടയം

50	EH X	ജോസ് തോമസ്	SO	18, 20, 22, 26, 28
51		അനില കെ കെ	Asst	18, 21 22, 26 28
52		ഹഷ്മി സോമൻ	Asst	19, 21, 25, 27, 29
53		രഞ്ജി ആർ രഞ്ജൻ	Asst	20, 22 26, 27 29
54	EH XI	സചിത്ര പി	SO	19, 21, 25, 27, 29
55		കലേഷ് കുമാർ സി.വി.	Asst	18, 21 22, 26 28
56		രഞ്ജിത ജി കെ	Asst	19, 21, 25, 27, 29
57		രഞ്ജിനി ആർ	Asst	20, 22 26, 27 29
58	EH XIII	ഷാനവാസ് കെ	SO	18, 20, 22, 26, 28
59		സമീറ എ	Asst	18, 19, 22, 25, 28
60		സൂര്യ ജി നായർ	Asst	20, 21, 26, 27, 29
61	EH XII	ബാബു പി.എം	SO	19, 21, 25, 27, 29
62		ബിനോജി ജോർജ്	Asst	18, 21 22, 26 28
63		ലവ്ലി പി രഞ്ജൻ	Asst	19, 21, 25, 27, 29
64		ജെയിൻ കെ എസ്	Asst	20, 22 26, 27 29
65	EM I	സലീം എം	SO	18, 20, 22, 26, 28
66		അനു വിജയൻ	Asst	18, 19, 22, 25, 28
67		ഫാത്തിമ ജാസ്മിൻ	Asst	20, 21, 26, 27, 29
68	EM III	നവീൻ കെ	SO	19, 21, 25, 27, 29
69		ദീപ കൃഷ്ണ	Asst	18, 19, 22, 25, 28
70		ഉഷാദേവി വി.എസ്	Asst	20, 21 26, 27, 29
71	EM VIII	ശോഭന കുമാരി ആർ	SO	18, 20, 22, 26, 28
72		ജിഷ എസ് എസ്	Asst	18, 19, ~~25~~ 22, 25, 28
73		ഗീത ഗോപാൽ	Asst	20, 21, 26, 27, 29

മഹാത്മാഗാന്ധി സർവ്വകലാശാല, കേരളം

74	E H XIV	ഷിജു പി.ആർ	So	19, 21, 25, 27, 29
75		ആന്റോ ജോസ്	Asst	18, 19, 22, 25, 28
76		ദീപക് ശിവപ്രസാദ്	Asst	20, 21, 26, 27, 29
77	E I 34	ഉദയകുമാർ ജി	So	18, 20, 22, 26, 28
78		അനിൽകുമാർ CK	Asst	19, 21, 25, 27, 29
79		അനൂപ് ചന്ദ്രൻ വി	Asst	18, 20, 22, 26, 28
80	E I 1	സ്മിത എൻ വി	So	18, 20, 22, 26, 28
81		ജോബി ടി.ജി	Asst	~~18, 19, 22, 25, 28~~ 21 22 27 28 29
82		ശരൺദേവ് എസ്	Asst	~~20, 21, 26, 27, 29~~ 18 19 20 25, 26
83		അരുൺ സി.എസ്	OA	18, 20, 22, 26, 28
84	E I IV	ബിന്ദു എസ് കെ	So	19, 21, 25, 27, 29
85		രോഹിണി എസ് നായർ	Asst	18, 19, 22, 25, 28
86		ഐശ്വര്യ ജോൺ	Asst	20, 21, 26, 27, 29
87	E I XV	ലൈലാബീവി എ.പി	So	18, 20, 22, 26, 28
88		ജിൻസി ജോസ്	Asst	18, 19 22, 25, 28
89		രഞ്ജിത്കുമാർ എൻ പി	Asst	21, 21, 26, 27, 29
90	E I XVII	അഞ്ജി കെ	So	19, 21, 25, 27, 29
91		വിഷ്ണുമോൾ ടി.കെ	Asst	18, 19, 22, 25, 28
92		രമ്യ ടി.എം	Asst	20, 21, 26, 27, 29,
93	E I XX	അജേഷ് ആർ	So	18, 20, 22, 26, 28
94		അഞ്ജി രാജ നിഗം	Asst	19, 21, 25, 27, 29
95		സന്ധ്യ എസ്	Asst	18, 20, 22, 26, 28

മഹാത്മാഗാന്ധി സർവ്വകലാശാല കേരളം

96	E I XXI	ഷൈനി കുര്യൻ	SO	19, 21, 25, 27, 29
97		റെനി ജി ജോർജ്	Asst	18, 19, 22, 25, 28
98		മോളിക്കുട്ടി എ	Asst	20, 21, 26, 27, 29
99	E I XXXII	സാറാ ജോർജ്	SO	18, 20, 22, 26, 28
100		ശ്രീകാന്ത് കെ പുതുക്കൻ	Asst	18, 22, 26, 28, 29
101		ദീപ വി. എസ്	Asst	19, 21, 25, 27, 29
102		ഹരികൃഷ്ണൻ എം. പി.	Asst	20, 22, 26, 27, 28
103	E I XVI	ജയമോഹൻ സി	SO	19, 21, 25, 27, 29
104		ഷോൺസി ജോസ്	Asst	18, 19, 22, 25, 28
105		ടോണി പി മത്തായി	Asst	20, 21, 26, 27, 29
106	E I XXV	അനിൽകുമാർ ജി	SO	18, 20, 22, 26, 28
107		ഗീത പി	Asst	18, 19, 22, 25, 28
108		അഷറഫ് പി എച്ച്	Asst	20, 21, 26, 27, 29
109	E I XXX	ഷൈലജ പി.	SO	19, 21, 25, 27, 29
110		സിനു എസ് സാലൻ	Asst	18, 19, 22, 25, 28
111		സന്ധ്യ ജെയിംസ്	Asst	20, 21, 26, 27, 29
112		അജിത് എസ് ആർ	Asst	18, 19, 22, 25, 28
113	E I XXII	സെബാസ്റ്റിൻ പി ജോസഫ്	SO	18, 20, 22, 26, 28
114		രമ്യ ജി കൃഷ്ണൻ	Asst	18, 19, 22, 25, 28
115		ഷിജുമോൾ കെ	Asst	20, 21, 26, 27, 29
116	E I XXIV	സഞ്ജയൻ എ.എസ്.	SO	19, 21, 25, 27, 29
117		രശ്മി സി	Asst	18, 19, 22, 25, 28
118		സ്മിതമോൾ ആർ	Asst	20, 21, 26, 27, 29
119	JR II Office	രഘുകുമാർ കെ എസ്	Cl. Asst	19 21, 25, 27, 29
120	DR I Office	റോസമ്മ ചാക്കോ	OA	18, 20, 22, 26, 28

19.5.20 ജെ. ആർ. - II

AR IV JRJ [Exam]

EE I

Rajeev . D 20, 22, 26, 28

Aniamma Manuel 20, 22, 25, 29

Bibin K Alex 21, 26, 27, 28

~~Silpa Pradeep~~

EE II

Muraleedharan K.V 21, 25, 27, 29

Mithralal. S 20, 22, 26, 28

Sincy K.S 20, 22, 26, 28

Santhosh V.K 21, 25, 27, 29

EE III

Rasif. A 21, 25, 27, 29

Rani Alex 21, 25, 27, 29

Ashmi Basheer 20, 22, 26, 28

EF I

Anilkumar AP 20, 21, 25, 27, 29

Susan Chacko 21, 25, 27, 29

Dileep Kumar. V 21, 25, 27, 29

Reni P.B 20, 22, 26, 28

Jayamma Varghese 20, 22, 26, 28

PD-I

Biji Mathew 20, 22, 26, 28

Athira 20, 22, 26, 28

Jayasree. T 21, 25, 27, 29

Jessymol Chacko 20, 22, 26, 28

Mathew V.V 21, 25, 27, 29

കേരളസർവ്വകലാശാല, കേരളം

AR VII

EK-I

Asha.S
Manikuttan V.P } 20, 22, 26, 28

Sasi P.K 21, 25, 27, 29

EK III

Latha N C 20, 22, 26, 28
Subin Thomas K D 20, 22, 26, 28
Maya P.C 20, 22, 26, 28
Mary Jansy 21, 25, 27, 29
Santhosh Kumar V 21, 25, 27, 29

ED.I

Mathews Lal
Ajitha kumari } 20, 22, 26, 28

Minimol.VK
Leena.L } 21, 25, 27, 29

Exam Store

Joby E C
Unnikrishnan Unnithan } 21, 25, 27, 29

Sabu.P
Madhu.K } 20, 22, 26, 28

മാധ്യമങ്ങൾ സർവ്വകലാശാല, കേരളം

Exam Tapal II

Thahira A.K
Sumi. S
Sanitha K.S
} 20, 22; 26, 28

Udayalamar. V
Padmajan. P
} 21, 25, 27, 29

Exam Despatch

Suhra Beevi N.M
Ajitha P.S
} 21, 25, 27, 29

Sindhu T.M
Manykutty
} 20, 22, 26, 28

മഹാത്മാഗാന്ധി സർവ്വകലാശാല, കേരളം

AR X

EG I

Bobby - 20, 22, 25, 27, 29

Anupama.R - 20, 21, 27, 29

Navas - 21, 25, 26, 28

Anupam krishnan - 22, 26, 28, 29

EG II

Mathew P John - 20, 22, 26, 28

Parvathy - 21, 25, 27, 29

Sabeena - 20, 22, 26, 28

Thamarakshan - 21, 25, 27, 29

EG III

Kamaraj. K. - 20, 21, 25, 27

Dhanya.G - 21, 27, 28, 29

Thushara - 20, 22, 26, 29

Nisha S - 21, 22, 26, 28

EG IV

Minimol Zacharias - 20, 22, 25, 27, 28

Rejitha - 20, 22, 25, 28

Saranya - 21, 26, 27, 29

EG. V

Usha V. D - 21, 22, 27, 29

Neethu - 20, 22, 26, 28

Renuka Reji - 21, 25, 26, 29

Sabitha - 20, 25, 27, 28

മഹാത്മാഗാന്ധി സർവ്വകലാശാല, കേരളം

PD III

Divya -
Akhilesh -
Anilkumar
Neelu
Deepamol

20, 22, 26, 28

Dhibi
Sreekanth
Jayaram
Babu T.R

21, 25, 27, 29

മഹാത്മാഗാന്ധി സർവ്വകലാശാല, കേരളം

AR XII

EK II

Benny Michael. S 20, 22, 26, 28

Joselin Joseph - 21, 25, 27, 29

Thomas. C - 20, 22, 26, 28

EI XXXV

Harikumar P } - 20, 22, 26, 28
Rejul. T. R } - 20,

Karthika P } - 21, 25, 27, 29
Jamy Joseph }

EI XXXX

Sheby Job. - Palakkunnel } 20, 22, 26, 28
Ajeesh. S S }

Jagadeesh N. P } 21, 25, 27, 29
Sukanya P. }

EI VII

Sajan I } 20, 22, 26, 28
Elsy C J }

Anjanarani. S } 21, 25, 27, 29
Binoy P. J }

മഹാത്മാഗാന്ധി സർവ്വകലാശാല, കേരളം

EH IX

Madhu P. K Anjali	20, 22, 26, 28
Raji P. Pillai	21, 25, 27, 29

EH XV

Sasikala. A	22, 25, 27, 29
Jeethu A. J	20, 22, 26, 28
Anitha Neelakandan	21, 25, 27, 29
Namitha T. L	20, 21, 26, 28

മഹാത്മാഗാന്ധി സർവ്വകലാശാല, കേരളം

AR XIII

PR. I

Venugopal - 20, 22, 26, 28

Manu Sharma - 20, 22, 26, 28

Vijimol T.V } - 21, 25, 27, 29

Diby K.G }

Hajira - 20, 22, 26, 28

PR. II

Nissam. S - 21, 25, 27, 29

Alwin Tom - 20, 22, 25, 29

Sheela - 20, 21, 26, 28

Anilkamma - 22, 26, 27, 28

PR - III

Mariamma Mamman - 20, 22, 25, 27, 28, 29

Vijayalakshmi - 20, 21, 26, 27, 29

Annamma Mathew - 21, 22, 25, 26, 28

PR. IV

Ammin. P.G - 20, 22, 26, 28

Subash C.T - 20, 27, 28, 29

Jijy Joy - 21, 22, 25, 26, ~~27~~

Soumya T. Babu - 21, 25, 27, 29

മലയാളസർവ്വകലാശാല, കേരളം

PR VI

Mable N.S } 20, 25, 27, 29
Shaji N.V }

Rajesh P.R 22, 26, 28, 29

Lekshmi S Pillai 21, 22, 26, 29

Eldho C.I 21, 25, 27, 28

PR Tapal & Despatch

Sindhu B Santha } 20, 22, 26, 28
P.S Vijayan }

Issac P.J 21, 25, 27, 29

മഹാത്മാഗാന്ധി സർവ്വകലാശാല, കേരളം

JR IV (Exams) / 2020 19/05/2020

NOTE

The revised duty chart for the period from 20/05/2020 to 29/05/2020 ~~as per~~ of Statutory Officers and Other Officers ~~as~~ as per the direction of the Registrar is ~~prepa~~ prepared and placed below.

PD Hills
19/05/2020

VIJAYAKUMAR. G.
Joint Registrar IV (Exams)

മഹാത്മാഗാന്ധി സർവ്വകലാശാല, കേരളം

REVISED DUTY CHART OF STATUTORY OFFICERS FOR THE PERIOD FROM 20-05-2020 TO 29-05-2020

Sl. No.	Name	Designation	20/05	21/05	22/05	25/05	26/05	27/05	28/05	29/05
1	VIJAYAKUMAR G.	JR IV (EXAMS)	X	X	X	X	X	X	X	X
2	VINOD J.K.	DR VI(EXAMS)	COMMUTED LEAVE UPTO 27/05/2020						X	X
3	SHAJU THOMAS	DR VII(EXAMS)	X			X	X	X		
4	JOHN A.	DR VIII(EXAMS)	X	X				X	X	X
5	CHAVARA A.S.	AR II (EXAMS)	X		X	X		X		X
6	PRATHAPAN N.	AR XX(EXAMS)		X			X		X	X
7	BINDHU	AR VI (EXAMS)	X	X	X	X	X	X	X	X
8	BINDHUKUMARI	AR XXII(EXAMS)	X	X	X	X	X	X	X	X
9	BIPINKUMAR	AR V (EXAMS)	X	X		X	X	X	X	
10	SOMARAJAN	AR XVIII(EXAMS)	X	X	X	X	X	X	X	X
11	CHANDRAMMA P.P.	POOL OFFICER	X		X		X		X	

JOINT REGISTRAR IV(EXAMS)

P.D. HILLS
19-05-2020

ARII Exam.

REVISED DUTY CHART FOR THE PERIOD FROM 20-05-2020 TO 29-05-2020

Sl. No.	Name	Designation	Section	20/05	21/05	22/05	25/05	26/05	27/05	28/05	29/05
1.	Sobhana M.K.	S.O.	EJ IV	✓		✓		✓		✓	✓
2.	Balamurali K.A	Asst.	"		✓	✓		✓	✓		✓
3	Aggie Teresa Tony	"	"	✓	✓		✓		✓		✓
4.	Shali C.	"	"		✓		✓		✓	✓	✓
5.	Thomas K.M.	S.O.	EJ V		✓	✓	✓	✓	✓	✓	✓
6.	Deepa S.R	Asst.	"	✓				✓	✓	✓	
7.	Ranjini Panicker.	"	"		✓	✓	✓	✓		✓	✓
8.	Rekha M.	"		✓		✓		✓	✓	✓	
9.	Saji Joseph.	Cl. Asst.			✓		✓	✓	✓		✓
10.	Kumari Maya S.	S.O.	EJ VI		✓	✓		✓		✓	✓
11.	Lavanya S Nair.	Asst.	"		✓	✓		✓	✓		✓
12.	Shamla S.	Asst.	"	✓		✓	✓		✓		✓
13.	Shoab K.A.	"	"	✓	✓		✓		✓	✓	
14.	Arif Mohamed K.A.	S.O	EJ VII	✓		✓	✓		✓		✓
15.	Prithy Susan Korhy	Asst.	"	✓		✓	✓		✓		✓
16	Rakhi C.	"	"		✓		✓	✓		✓	
17	Ranjini S.	"	"	✓	✓			✓		✓	✓
18.	Liya J.	S.O	EJ IX	✓	✓	✓	✓	✓	✓	✓	✓
19.	Geethu Mohan.	Asst.	"		✓		✓		✓		✓
20.	Seena P.	"	"	✓		✓		✓		✓	
21	Sruthi Shaji	"	"								
22.	Radha Krishnan K.	S.O.	EJ XI	✓		✓	✓		✓	✓	

19/5/20 AR II
ASSISTANT REGISTRAR/POOL OFFICER

19/5/2020
DEPUTY REGISTRAR

Joint Registrar IV (Exams)
JOINT REGISTRAR

AR II Exam

REVISED DUTY CHART FOR THE PERIOD FROM 20-05-2020 TO 29-05-2020

Sl. No.	Name	Designation	Section	20/05	21/05	22/05	25/05	26/05	27/05	28/05	29/05
23.	Anoop P.	Asst	EJ XI	✓	✓	✓		✓		✓	✓
24.	Seema S.	"	EJ XI		✓	✓		✓	✓		✓
25.	Vaisakh M Ramachandr	"	"		✓		✓		✓	✓	
26	LEKHA. J	S O	Exam	✓	✓	✓	✓	✓	✓	✓	✓
27.	PRATHIBHA. P.P.	Asst.	Legal Sur -do-	✓	✓		✓	✓	✓		✓
28.	MAYA. K.R.	Asst.	-do-			✓	✓	✓		✓	

19/5/20 AR II
ASSISTANT REGISTRAR/POOL OFFICER

19/5/2020
DEPUTY REGISTRAR

Joint Registrar IV (Exams)
JOINT REGISTRAR

EJ IX

18.5.2020	Lija J, Seema P
19.5.2020	Lija J, Geetha Mohan
20.5.2020	Lija J, Seema P
21.5.2020	Lija J, Geetha Mohan
22.5.2020	Lija J, Seema P
25.5.2020	Lija J, Geetha Mohan
26.5.2020	Lija J, Seema P
27.5.2020	Lija J, Geetha Mohan
28.5.2020	Lija J. Seema P
29.5.2020	Lija J. Geetha Mohan

Sruthi Shaji may be exempted from attending office as she is ~~[illegible]~~ pregnant

SO EJ IX

19/5/20 AR II

DR VII

Joint Registrar IV (Exams)

മഹാത്മാഗാന്ധി സർവ്വകലാശാല, കേരളം

ARVI

REVISED DUTY CHART FOR THE PERIOD FROM 20-05-2020 TO 29-05-2020

Sl. No.	Name	Designation	Section	20/05	21/05	22/05	25/05	26/05	27/05	28/05	29/05
ET	Suresh Kumar K	S.O	ET I	✓	✓	✓	✓	✓	✓	✓	✓
	Jaqeeka.V	ASO	"	✓			✓	✓			
	Smitha	Asst			✓	✓			✓	✓	✓
	Manju	O.A (pvl)	"	✓	✓	✓					
	Binu Varghese	S.O	ET 8	✓	✓	✓	✓	✓	✓	✓	✓
	Sajan	Asst	"				✓	✓	✓	✓	✓
	Sandhya	"	"	✓	✓	✓					
	Dhaneesh	"	"	✓	✓	✓					
	Mohanan.P.P	S.O	ET 28	✓	✓	✓	✓	✓	✓	✓	✓
	Dhanya	Asst	"		✓		✓		✓		✓
	Rajisha	"	"		✓		✓		✓		✓
	Sandhya	"	"	✓		✓		✓		✓	
	Deepa	"		✓		✓		✓		✓	
	Omanakumari	O.A - pvl	"	✓		✓		✓		✓	
	Shiji Sebastian	S.O	ET IV	✓	✓	✓	✓	✓	✓	✓	✓
	Soumya Sadanandan	Asst	"		✓		✓		✓		✓
	Tisha	Asst	"		✓		✓		✓		✓
	Aseena.P	"		✓		✓		✓		✓	
	Nissar	O.A		✓		✓		✓		✓	
	Lekshmi.K	S.O	ET XIV	✓	✓	✓	✓	✓	✓	✓	✓
	Savool Paul	Asst	"	✓		✓		✓		✓	
	Jose Mathew	"	"		✓		✓		✓		✓

ARVI

ASSISTANT REGISTRAR/POOL OFFICER

DEPUTY REGISTRAR

Joint Registrar (Exams)

JOINT REGISTRAR

REVISED DUTY CHART FOR THE PERIOD FROM 20-05-2020 TO 29-05-2020

Sl. No.	Name	Designation	Section	20/05	21/05	22/05	25/05	26/05	27/05	28/05	29/05
	Poornieda	Asst	EXIV	✓		✓		✓		✓	
	Bindhu Varkey	OA (PVI)	"		✓		✓		✓		✓
	Susan Andrews	S.O	EHXVI	✓	✓	✓	✓	✓	✓	✓	✓
	Remyakumari	ASO	"	✓		✓		✓		✓	
	Shibi Paul	Asst	"		✓		✓		✓		✓

ASSISTANT REGISTRAR/POOL OFFICER

DEPUTY REGISTRAR

Joint Registrar IV (Exams)
JOINT REGISTRAR

AR 22

REVISED DUTY CHART FOR THE PERIOD FROM 20-05-2020 TO 29-05-2020

Sl. No.	Name	Designation	Section	20/05	21/05	22/05	25/05	26/05	27/05	28/05	29/05
1.	Philomina Abraham	SO	E1 XXXVI	✓	✓	✓	✓	✓	✓	✓	✓
2.	Febin K M	Asst	E1 XXXVI	✓		✓		✓		✓	
3.	Jaimol Jose	Asst	E1 XXXVI		✓		✓		✓		✓
4.	Albin Alex	SO	E1 XXXVIII	✓	✓	✓	✓	✓	✓	✓	✓
5.	Sam V Cherian	Asst	E1 XXXVIII		✓		✓		✓		✓
6.	Sreekumar K B	Asst	E1 XXXVIII	✓		✓		✓		✓	
7	Asamma K.M	OA (Bwl.)	E1 XXXVIII	✓		✓		✓		✓	
8	Sibi Mathew	SO	E1 XXXIX	✓	✓	✓	✓	✓	✓	✓	✓
9	Sruthi Babu	Asst	E1 XXXIX		✓		✓		✓		✓
10	Aleena Thampi	Asst	E1 XXXIX	✓		✓		✓		✓	
11	Saritha M	Comp. Asst.	E1 XXXIX	✓		✓		✓		✓	
12	Yesudas A	Cl. Asst.	E1 XXXIX		✓		✓		✓		✓
13	Rajalakshmi S	SO	E1 III	✓	✓	✓	✓	✓	✓	✓	✓
14	Jayeshkumar. P.R	Asst	E1 III	✓		✓		✓		✓	✓
15	Anjana Stephen	Asst	E1 III		✓		✓		✓		✓
16	Thomas K J	Asst	E1 III	✓		✓		✓		✓	
17	Anitha Joseph	SO	E1 XXIX	✓	✓	✓	✓	✓	✓	✓	✓
18	Sajith C Mohan	Asst.	E1 XXIX	✓		✓		✓		✓	
19	Jithin G	Asst.	E1 XXIX	✓		✓		✓		✓	
20	Sithara P R	Asst.	E1 XXIX		✓		✓		✓		✓
21	Kishore K S	Cl. Asst.	E1 XXIX		✓		✓		✓		✓

ASSISTANT REGISTRAR/POOL OFFICER

DEPUTY REGISTRAR

Joint Registrar-IV (Exams)
JOINT REGISTRAR

REVISED DUTY CHART FOR THE PERIOD FROM 20-05-2020 TO 29-05-2020

Sl. No.	Name	Designation	Section	20/05	21/05	22/05	25/05	26/05	27/05	28/05	29/05
22	Minimol P P	SO	E1 xxx III	✓	✓	✓	✓	✓	✓	✓	✓
23	Sachin M	Asst	E1 xxx III	✓		✓		✓		✓	
24	Lakshmipriya L	Asst	E1 xxx III		✓		✓		✓		✓
25	Salinichithra	Asst	E1 xxx III		✓		✓		✓		✓
26	Sheeba P.D	OA (Prvl)	E1 xxx III		✓		✓		✓		✓
27	Sheri C Mathew	SO	E1 xxx VII	✓	✓	✓	✓	✓	✓	✓	✓
28	Nisha. G	Asst.	E1 xxx VII		✓		✓		✓		✓
29	Anjali P V	Asst.	E1 xxx VII	✓		✓		✓		✓	
30	Jibin Jose	Asst.	E1 xxx VII		✓		✓		✓		✓
31	Ashtaman Achari	SO	PD IV	✓	✓	✓	✓	✓	✓	✓	✓
32	Silhara Madhavan	Asst.	PD IV	✓		✓		✓		✓	
33	Biji S	Asst.	PD IV		✓		✓		✓		✓
34	Mercy T Varghese	Asst.	PD IV	✓		✓		✓		✓	
35	Jasmine P N	Cl Asst.	PD IV		✓		✓		✓		✓
36	Sunimol P	OA	PD IV	✓		✓		✓		✓	
37	Sebastian N J	SO	PD V	✓	✓	✓	✓	✓	✓	✓	✓
38	Pradeep K.B	Asst	PD V	✓	✓	✓		✓		✓	
39	Aruna K	Asst.	PD V		✓		✓		✓		✓
40	Ajin S Sugathan	Asst.	PD V	✓		✓		✓		✓	
41	Vasanthakumari.	Cl Asst.	PD V		✓		✓		✓		✓
42	Renjin K Nair	OA (Prvl)	PD V		✓		✓		✓		✓

ASSISTANT REGISTRAR/POOL OFFICER

DEPUTY REGISTRAR

Joint Registrar IV (Exams)

JOINT REGISTRAR

REVISED DUTY CHART FOR THE PERIOD FROM 20-05-2020 TO 29-05-2020

Sl. No.	Name	Designation	Section	20/05	21/05	22/05	25/05	26/05	27/05	28/05	29/05
43	Manjusha	SO	PD VII	✓	✓	✓	✓	✓	✓	✓	✓
44	Geethu S	Asst	PD VII		✓		✓		✓		✓
45	Shilpa S	Asst	PD VII	✓		✓		✓		✓	✓
46	Sarala O P	OA	PD VII	✓		✓		✓		✓	✓

19/5/20 AR XXII

ASSISTANT REGISTRAR/POOL OFFICER

DEPUTY REGISTRAR

Joint Registrar IV (Exams)

JOINT REGISTRAR

JR IV

AR 20

REVISED DUTY CHART FOR THE PERIOD FROM 20-05-2020 TO 29-05-2020

Sl. No.	Name	Designation	Section	20/05	21/05	22/05	25/05	26/05	27/05	28/05	29/05
1	Jobin Joseph	S.O	EJ I		✓			✓		✓	✓
2	~~Rest~~ Reeja B	Asst			✓		✓		✓		✓
3	Leni P Anand	Asst		✓		✓		✓		✓	✓
4	Govind. B	Asst			✓		✓		✓		✓
5	Sunu ~~K Mathew~~ S. cherian	Jr. Asst		✓		✓	✓		✓		✓
6	Anila K. George	S.O	EJ II		✓		✓		✓		✓
7	George Thomas	Asst		✓		✓		✓		✓	.
8	Arya Narayanan	Asst			✓		✓		✓		✓
9	Sreeja Balakrishnan	Asst		✓		✓		✓		✓	.
10	Ramesh Kumar PK	S.O	EJ III	✓		✓	✓		✓		✓
11	Sreenath Beevi MP	Asst		✓		✓		✓		✓	.
12	P.M. Mathew	Asst			✓		✓		✓		✓
13	Percy Cherko	Asst		✓					✓	✓	✓
14	Jayakanthan J	Asst		✓		✓		✓		✓	
			EJ VIII								
15	Sajeevan E K	SO	EJ VIII	✓		✓	✓		✓		✓
16	Mohammed Ukkash	Asst		✓		✓		✓		✓	
17	Gautam N Ramchandran	Asst			✓		✓		✓		✓

ASSISTANT REGISTRAR/POOL OFFICER

19/5/2020
DEPUTY REGISTRAR

Joint Registrar IV (Exams)
JOINT REGISTRAR

JR IV

REVISED DUTY CHART FOR THE PERIOD FROM 20-05-2020 TO 29-05-2020

Sl. No.	Name	Designation	Section	20/05	21/05	22/05	25/05	26/05	27/05	28/05	29/05
18	Latha V	SO	EJX	✓	✓	✓	✓		✓		✓
19	Uma P S	Asst		✓		✓	✓		✓		✓
20	Manju Manoharan	Asst				✓		✓			✓
21	Theresia Jyothi P.X	ASO				✓		✓			✓
22	Ramachandran R	SO	Front Office	✓		✓	✓		✓		✓
23	Aravind Johney	~~Asst~~	~~Asst~~		C.V Camp						
24	Robin Thomas	Asst			✓			✓			✓

ASSISTANT REGISTRAR/POOL OFFICER

19/6/2020
DEPUTY REGISTRAR

Joint Registrar IV (Exams)
JOINT REGISTRAR

ARV (Exam)

DAYS MARKED "X" ARE MANDATORY DAYS TO ATTEND OFFICE

AR	Name	Section	Designation	20	21	22	23	24	25	26	27	28	29	30	31
AR 05	**BIPIN KUMAR**			X		X			X	X	X	X	X		
AR 05	**SAJEEV K N**	EN IX	SO	X		X			X	X	X	X	X		
AR 05	Thaha M A	EN IX	CL Ast		X					X	X	X	X		
AR 05	Muhammed Basheer T P	EN IX	Asst	X		X				X	X	X	X		
AR 05	**AKHIL DEV C**	EN V	SO	X		X			X	X	X	X	X		
AR 05	Muhammed T Kasim	EN V	Asst		X					X	X	X	X		
AR 05	Sabu Abraham	EN V	Asst	X		X				X	X	X	X		
AR 05	Sunil Kumar K N	EN V	Asst		X					X	X	X	X		
AR 05	**JAYA MURALI K**	EN VI	SO	X		X			X	X	X	X	X		
AR 05	Jayapraksh P G	EN VI	CL Ast		X					X	X	X	X		
AR 05	Suja G	EN VI	CL Ast	X		X				X	X	X	X		
AR 05	Munesh K G	EN VI	Asst	X		X				X	X	X	X		
AR 05	Shajahan A	EN VI	Asst		X					X	X	X	X		
AR 05	Shaji D	EN VI	Asst	X		X				X	X	X	X		
AR 05	**MAHESH N**	EN VII	SO	X		X			X	X	X	X	X		
AR 05	Dileep Kumar M P	EN VII	Asst		X					X	X	X	X		
AR 05	Manoj Lal A S	EN VII	Asst	X		X				X	X	X	X		
AR 05	**MURALEEDHARAN M V**	EN X	SO	X		X			X	X	X	X	X		
AR 05	Gireesh M K	EN X	CL Ast		X					X	X	X	X		
AR 05	Indira Devi K A	EN X	Asst	X		X				X	X	X	X		
AR 05	Jainamma P K	EN X	Asst	X		X				X	X	X	X		

Joint Registrar IV (Exams)

AR	Name	Section	Designation	20	21	22	23	24	25	26	27	28	29	30	31
AR 05	Muhammed K P	EN X	Asst	X		X				X	X	X	X		
AR 05	**VIJAY SASIDHARAN S**	EN XI	SO	X		X			X	X	X	X	X		
AR 05	Dilip K R	EN XI	Asst		X					X	X	X	X		
AR 05	Jayamohanan N T	EN XI	Asst	X		X				X	X	X	X		
AR 05	Rajesh T S	EN XI	Asst	X						X	X	X	X		
AR 05	**MILAN V R**	EN XII	SO	X		X			X	X	X	X	X		
AR 05	Hari M	EN XII	Asst		X					X	X	X	X		
AR 05	Sabu V C	EN XII	Asst	X		X				X	X	X	X		
AR 05	Salini K C	EN XII	Asst	X		X				X	X	X	X		
AR 05	Resmi R	EN XII	OA		X					X	X	X	X		
AR 05	**PAUL TJ**	EN XIV	SO	X		X			X	X	X	X	X		
AR 05	Satheeshkumar T R	EN XIV	Asst		X					X	X	X	X		
AR 05	Venukumar M S	EN XIV	Asst	X		X				X	X	X	X		
AR 05	**REJI ITTOOP**	EN XVI	SO												
AR 05	Roobi K M	EN XVI	Asst	X		X				X	X	X	X		
AR 05	Saju K U	EN XVI	Asst	X		X				X	X	X	X		
AR 05	**HARIKUMAR S**	EN XVII	SO	X		X			X	X	X	X	X		
AR 05	Itty Alex	EN XVII	CL Ast		X					X	X	X	X		
AR 05	Ashok Kumar P S	EN XVII	Asst	X		X				X	X	X	X		
AR 05	George Joseph Payattukuzhi	EN XVII	Asst	X		X				X	X	X	X		
AR 05	Kiran Kumar A	EN XVII	Asst	X		X				X	X	X	X		

19/05/2020

Joint Registrar IV (Exams)

REVISED DUTY CHART FOR THE PERIOD FROM 20.05.2020 TO 29.05.2020

Sl.No.	NAME	DESIGN	Sn.	20.05.20	21.05.20	22.05.20	23.05.20	25.05.20	26.05.20	27.05.20	28.05.20	29.05.20
1	Jibin George	OA	EN I	✓		✓			✓	✓	✓	
2	Job K. Paul	OA	EN I	✓		✓		✓		✓		✓
3	Shaji	CL.ASST	EN I	✓		✓			✓		✓	✓
4	Induraj .C	CL.ASST	EN I	Appointed for Covid Duty								
5	Venugopal T.S	CL.ASST	EN I		✓				✓		✓	✓
6	Ani Abu	CL.ASST	EN I	✓		✓		✓	✓		✓	
7	Abhilash	CL.ASST	EN I	✓		✓		✓		✓		✓
8	Prakash Narayanan	Driver (LD)	EN I	✓		✓		✓		✓		✓
9	Kalpana. S	COMP ASST	EN I	Trivandrum-Kunnathukkal (Kerala-Tamil Nadu Border)								
10	Sayooj .S	ASST	EN I	✓		✓			✓		✓	
11	Ashok.G	ASST	EN I		✓			✓		✓		
12	Shanmughapriya.A	ASO	EN I		✓			✓		✓		✓
13	Anilkumarkumar M.U	SO	EN I	✓	✓	✓		✓	✓	✓		
14	Jeron C	OA	EN II		✓				✓		✓	
15	Omanakuttan M K	CL.ASST	EN II	✓		✓		✓		✓		✓
16	Satheesan K K	ASST	EN II		✓				✓		✓	
17	Jackson C J	ASST	EN II		✓				✓		✓	
18	Deepuraj	SO	EN II	✓		✓		✓		✓		✓
19	Vijumon M R	OA	EN III		✓			✓		✓		✓
20	Sreekanth M S	CL.ASST	EN III	✓		✓		✓		✓		✓
21	Money C M	CL.ASST	EN III		✓				✓		✓	✓
22	Jithin K Uthaman	ASST	EN III	✓		✓			✓		✓	✓
23	Mini S Thankappan	ASST	EN III		✓			✓		✓		✓
24	Sreedevi P	SO	EN III	✓		✓		✓	✓	✓	✓	✓
25	Paul Sebastian	OA	EN IV	✓	✓	✓		✓	✓	✓	✓	✓
26	Sreekumar V	CL.ASST	EN IV	✓		✓			✓		✓	
27	Alwin Joseph	ASST	EN IV	✓		✓		✓		✓		✓
28	Radhakrishnan	ASO	EN IV		✓			✓		✓		✓
29	Pradeepkumar R	SO	EN IV	✓		✓			✓		✓	
30	Anu B	COMP ASST	EN XV	✓		✓		✓		✓		✓
31	Sradha K R	ASST	EN XV	✓		✓		✓	✓	✓		
32	Remya K R	ASST	EN XV		✓			✓		✓		✓
33	Raji Rajan	ASST	EN XV	✓		✓			✓		✓	
34	Binu P	ASST	EN XV		✓			✓		✓		✓

				20.05.20	21.05.20	22.05.20	23.05.20	25.05.20	26.05.20	27.05.20	28.05.20	29.05.20
35	**Ramesan**	SO	**EN XV**	✓		✓		✓	✓	✓	✓	✓
36	**Anesha Sivaram**	**ASST**	**EN XVIII**	✓		✓			✓		✓	
37	**Reena E D**	**ASST**	**EN XVIII**		✓					✓	✓	✓
38	**Nijamol T S**	**ASST**	**EN XVIII**	✓		✓		✓	✓			
39	**Sneha K S**	**ASST**	**EN XVIII**		✓			✓		✓		✓
40	**Prajeesha**	SO	**EN XVIII**	✓		✓		✓	✓	✓	✓	✓
41	**Jose George**	**ASST**	**EN XIX**		✓	✓		✓	✓	✓	✓	
42	**Radha Krishna Pillai**	SO	**EN XIX**	✓		✓						✓

Assistant Registrar -XVIII
(Exams)

Deputy Registrar -VIII
(Exams)

Joint Registrar -IV
(Exams)
19/5/2020

മഹാത്മാഗാന്ധി സർവ്വകലാശാല, കേരളം

Mahatma Gandhi University, Kottayam

SCHOOL OF INDIAN LEGAL THOUGHT

ROTATION CHART OF DUTY

Sl.No.	Name	Designation	Day Allotted	Station coming from
1	Deepa N R	Administrative Officer	Tuesday Friday	Trivandrum
2	Anjali N	Assistant	Monday Wednesday	Kottayam
3	Pravitha V	Assistant	Friday	Trivandrum
4	NitheeshKumar M	Computer Assistant	Thursday	Kottarakkara
5	Jayaprakash S	Office Assistant	Thursday	Kottarakkara

S K Hills

20.5.2020

Head of the Department

Head of the Department
School of Indian Legal Thought

MAHATMA GANDHI UNIVERSITY ★ SCHOOL OF INDIAN LEGAL THOUGHT ★ KOTTAYAM

സി.എസ്.എസ്/2020

സ്കീം

വിഷയം: 2020 മെയ് 18 മുതൽ 27 വരെ
സി.എസ്.എസ്. സെഷനിലെ
ജീവനക്കാരുടെ വിന്യാസം സംബന്ധിച്ച്.

ശ്രീകുമാർ ടി.എസ്.ടി - 18, 20, 22, 26, 28
അസിസ്റ്റന്റ്സ്
സിന്ധു സി. - 18, 22, 25, 27
ശ്രീ പദ്മനാഭൻ എം.എൻ - 18, 21, 25, 27
ലാൽ ജി. മാത്യു - 19, 21, 26, 29
അറിയിച്ചുകൊള്ളുന്നു.

18.05.2020

AD 18/5/20

DR.I
18/5/2020

ബഹു. അഡ്മിനിസ്ട്രേറ്റീവ് ചീഫ് എക്സിക്യൂട്ടീവ്

18/5/20
JR II (Exam).

CM, 84
18/5/2020

ADA
18/5/20

രജിസ്ട്രാർ