



MAHATMA GANDHI UNIVERSITY, KERALA

**Abstract**

Establishment - Joint Registrar, Deputy Registrar, Assistant Registrar and Section Officer - Promotion, Transfer and Posting - Sanctioned - Orders issued.

**ADMINISTRATION A 1 SECTION**

No. 2254/AD A1/2020/MGU

Priyadarsini Hills, Dated: 29.05.2020

- Read:-1. Circular No. Ad.AX/04/39/2019 dated 30.09.2019.  
2. U.O. No. 2239/AD A1/2020/എം.ജി.യു. dated 29.05.2020  
3. Note from the Vice Chancellor dated 28.05.2020.  
4. Circular No. Ad.A1/3/246/2016 dated 31.05.2016.  
5. G.O.(P) No. 42/2020/P & ARD dated 20.12.2010.  
6. U.O. No. 4862/A3/2/2018/Admn. dated 11.06.2018.  
7. U.O. No. 5287/A3/2/2018/Admn. dated 28.07.2018.

**ORDER**

I. The following employees are retiring from the university service on superannuation on 31.05.2020.

Joint Registrar	Deputy Registrar	Assistant Registrar	Section Officer
Shri Saboo Thomas Shri Thulaseelal RN	Shri Sreeraj R Smt Anitha Sreedhar Shri Shaji khan M Smt Sudha K Shri Vinod J K Shri John A	Shri Narayanan Namboothiri E P Shri Padmakumar P Shri Stalin P S Shri Premkumar R Shri Paul Varghese Shri Sanalkumar T V Shri Santhosh K Varghese Smt Anitha K S	Shri Gopakumar M S Shri Dileep B V Shri Dileepkumar S Smt Asha S Shri Venugopal D Shri Nasarudheen M Shri Sheri C Mathew Shri Mathew K M Shri Salim M Smt Saino G Pothara Smt. Sreedevi P Shri Ragi N Moosath Smt Joyse Brainy Sementthy

II. On the basis of the vacancies arising out of these retirements and the university order read (2) above, sanction has been accorded by the Vice Chancellor to the following promotions, transfers and postings of employees are being effected with effect from 1/6/2020 to the posts of Joint Registrar, Deputy Registrar, Assistant Registrar and Section Officer in the university.

Sl No	Name & Designation	Post of Promotion & Scale of Pay in Rs.	Post to which accommodation is sanctioned	Office/Section Posted
1	Sajeev.P.K, D.R	Joint Registrar 85000-117600	Saboo Thomas JR, retired	JR 3 Exam

• Shri Vijayakumar G, J.R 4(Exam) is transferred and posted as J.R 3 Administration

2	Nazeema Beevi M.H, D.R	Joint Registrar 85000-117600	Thulaseelal R N, JR retired	J.R 4 Exam
* Shri Baburaj A Warriar D.R 2 (academic) is transferred and posted as D.R 1 Administration.				
3	Venkiteswaran.R (A.R-H.G)	Dy.Registrar 77400-115200	Sreeraj R, DR retired	D.R (Estate)
4	Somarajan.M.M (A.R-H.G)	Dy.Registrar 77400-115200	Anitha Sreedhar., DR retired	DR 6- Exam
5	Harees.P.Y (A.R-H.G)	Dy.Registrar 77400-115200	Shaji khan M, DR retired	DR 2-Acad
6	Bipin Kumar (A.R-H.G)	Dy.Registrar 77400-115200	Sudha K., DR retired	DR 8- Exam
7	Unnikrishnan C.K (A.R-H.G)	Dy.Registrar 77400-115200	Vinod J k, DR retired	D.R 1 Exam
8	Hari P (A.R-H.G)	Dy.Registrar 77400-115200	John A, DR retired	DR 2- Exam
9	Kochurani Abraham (A.R-H.G)	Dy.Registrar 77400-115200	Sajeev P k promoted as J R	DR 2-Admin
10	Sabu C. George (A.R-H.G)	Dy.Registrar 77400-115200	Nazeema Beevi M.H, promoted as J R	DR 1-Finance

#### Transfer of Assistant Registrar

- a) Shri Shibi V C, A.R 15 Exam is transferred and posted as AR 8- Exam  
b) Shri Chavara A.S, A.R2 Exam is transferred and posted as A.R 1 (Admin)  
c) Smt Jessy Sebastian A.R 3 Exam is transferred and posted as A.R 2 Exam  
d) Shri Bhanu Prakash B, A.R, F.C.C is transferred and posted as AR 1 Academic.  
e) Smt Nimmie Lewis AR 11 Exam is transferred and posted as AR9 Exam.  
f) Shri Mohanan KT AR 12 Exam is transferred and posted as AR18 Exam.

11	Bindu M A (A.R )	A.R (H.G) 68700-110400	Venkiteswaran.R Promoted as D.R	Permitted to continue in the present seat
12	Shiby V.C (A.R )	A.R (H.G) 68700-110400	Somarajan.M.M Promoted as D.R	AR 8- Exam
13	Salini A.R (on Deputation) (A.R )	A.R (H.G) 68700-110400	Harees.P.Y Promoted as D.R	Permitted to continue on deputation
14	Suja S. (A.R )	A.R (H.G) 68700-110400	Salini A.R on deputation	Permitted to continue in the present seat
15	Pratheepkumar N.(A.R)	A.R (H.G) 68700-110400	Bipin Kumar Promoted as D.R	Permitted to continue in the present seat
16	Kavitha P.R (A.R )	A.R (H.G) 68700-110400	Unnikrishnan C.K Promoted as D.R	Permitted to continue in the present seat
17	Pradeep R (A.R )	A.R (H.G) 68700-110400	Hari P, Promoted as D.R	Permitted to continue in the present seat

18	Asha Raghavan (A.R)	A.R (H.G) 68700-110400	Kochurani Abraham Promoted as D.R	Permitted to continue in the present seat
19	Jessy John (A.R )	A.R (H.G) 68700-110400	Sabu C. George Promoted as D.R	Permitted to continue in the present seat
20	Nimmy Lewis (A.R )	A.R (H.G) 68700-110400	Narayanan Namboothiri E P, A.R (HG) retired	AR9 Exam.
21	Najeeb M (A.R )	A.R (H.G) 68700-110400	Padmakumar P, A.R (HG) retired	A.P S to VC
22	Ramesan B (A.R )	A.R (H.G) 68700-110400	Stalin P S, A.R (HG) retired	Permitted to continue in the present seat
23	Maya J Pallipparambil	A.R (H.G) 68700-110400	Premkumar R, A.R (HG) retired	Permitted to continue in the present seat
24	Harikrishnan K S.O-HG on deputation	A.R 45800-89000	Bindu M A promoted as A.R (HG)	Permitted to continue on deputation
25	Shanavas K (S.O- HG)	A.R 45800-89000	Harikrishnan K A.R on deputation	AR 12 Exam
26	Lekha J (S.O- HG)	A.R 45800-89000	Shiby V.C promoted as A.R (HG)	AR 5-Admin.
27	Nisha T.S (S.O- HG)	A.R 45800-89000	Suja S. promoted as A.R (HG)	F.C.C
28	Sailaja Devi T.K (S.O-HG)	A.R 45800-89000	Pratheepkumar N promoted as A.R (HG)	AR 2 Finance
29	Susan C.P (S.O- HG)	A.R 45800-89000	Kavitha P.R promoted as A.R (HG)	A.R 15 Exam
30	Sreekrishnakumar G (S.O-HG)	A.R 45800-89000	Pradeep R promoted as A.R (HG)	A.R 23 Exam
31	Rameshkumar P.K (S.O-HG)	A.R 45800-89000	Asha Raghavan promoted as A.R (HG)	A.R (RTI)
32	Anila Philip (S.O-HG)	A.R 45800-89000	Jessy John promoted as A.R (HG)	A.R 10 Exam
33	Manoj K.K (S.O-HG)	A.R 45800-89000	Nimmy Lewis promoted as A.R (HG)	A.R 21 Exam
34	Suja Thomas P (S.O-HG)	A.R 45800-89000	Najeeb M promoted as A.R (HG)	AR 16- Exam
35	Latha P.S (S.O- HG)	A.R 45800-89000	Ramesan B promoted as A.R (HG)	AR 3 Finance
36	Chandini K (S.O-HG)	A.R 45800-89000	Maya J Pallipparambil promoted as A.R (HG)	A.R 11 Exam

37	Ramesan P (S.O-HG)	A.R 45800-89000	Paul Varghese A.R retired	A.R 2 Admin
38	Manoharan V(S.O-HG)	A.R 45800-89000	Sanalkumar T V A.R retired	AR 6 Admin
39	Reji Ittoop (S.O-HG)	A.R 45800-89000	Santhosh K Varghese A.R retired	A.R 5 Exam
40	Ramesh R	A.R 45800-89000	Anitha K S, A.R retired	A.R 3 Exam
41	Prathip Kumar R (S.O)	S.O-HG 40500-85000	Shanavas K promoted as A.R	Permitted to continue in the present seat
42	Harikumar R (S.O)	S.O-HG 40500-85000	Lekha J promoted as A.R	Permitted to continue in the present seat
43	Radhakrishnan K (S.O)	S.O-HG 40500-85000	Nisha T.S promoted as A.R	Permitted to continue in the present seat
44	Milan V R (S.O)	S.O-HG 40500-85000	Sailaja Devi T.K promoted as A.R	Permitted to continue in the present seat
45	Krishnakumar R (S.O)	S.O-HG 40500-85000	Susan C.P promoted as A.R	Permitted to continue in the present seat
46	Sara George (S.O)	S.O-HG 40500-85000	Sreekrishnakumar G promoted as A.R	Permitted to continue in the present seat
47	Shanavas V H (S.O)	S.O-HG 40500-85000	Rameshkumar P.K promoted as A.R	Permitted to continue in the present seat
48	George K M Kurianthanath (S.O)	S.O-HG 40500-85000	Anila Philip promoted as A.R	Permitted to continue in the present seat
49	Narendran C (S.O)	S.O-HG 40500-85000	Manoj K.K promoted as A.R	Permitted to continue in the present seat
50	Sabareesh G (S.O)	S.O-HG 40500-85000	Suja Thomas P promoted as A.R	Permitted to continue in the present seat
51	Bobby V K (S.O)	S.O-HG 40500-85000	Latha P.S promoted as A.R	Permitted to continue in the present seat
52	Minimol K Zacharias (S.O)	S.O-HG 40500-85000	Chandini K promoted as A.R	Permitted to continue in the present seat
53	Ligi Mathew (S.O)	S.O-HG 40500-85000	Ramesan P promoted as A.R	Permitted to continue in the present seat
54	Salumon George N (S.O)	S.O-HG 40500-85000	Manoharan V promoted as A.R	Permitted to continue in the present seat
55	Joji Cherian Thomas (S.O)	S.O-HG 40500-85000	Reji Ittoop promoted as A.R	Permitted to continue in the present seat
56	Mohammed Nazar M (S.O)	S.O-HG 40500-85000	Ramesh R promoted as A.R	Permitted to continue in the present seat
57	Shanavas K (S.O)	S.O-HG 40500-85000	Gopakumar M S, S.O- H.G Retired	Permitted to continue in the present seat
58	Benshi T R (S.O)	S.O-HG 40500-85000	Dileep B V, S.O-H.G Retired	Permitted to continue in the present seat

59	Ammini P G (S.O)	S.O-HG 40500-85000	Dileepkumar S S.O-H.G Retired	Permitted to continue in the present seat
60	Smitha V M (S.O)	S.O-HG 40500-85000	Asha S, S.O-H.G Retired	Transferred and posted to SPESS from the seniority list for a period of 3 years from 1/6/2020
61	Sunilkumar N (S.O)	S.O-HG 40500-85000	Venugopal D S.O-H.G Retired	Permitted to continue in the present seat
62	Deepa N R (S.O)	S.O-HG 40500-85000	Nasarudheen M S.O-H.G Retired	Permitted to continue in the present seat
63	Letha N C (S.O)	S.O-HG 40500-85000	Sheri C Mathew S.O-H.G Retired	Permitted to continue in the present seat
64	Muraleedharan P S (S.O)	S.O-HG 40500-85000	Mathew K M S.O-H.G Retired	Permitted to continue in the present seat
65	Bindu K Pazhoor (S.O)	S.O-HG 40500-85000	Salim M S.O-H.G Retired	Permitted to continue in the present seat
66	Hema M (S.O)	S.O-HG 40500-85000	Saino G Pothara S.O-H.G Retired	Permitted to continue in the present seat

#### Transfer of Section Officers

- Shri Shiji Sebastian.V, S.O,EH 4 Sn, is transferred and posted as S.O Ad A10
- Shri Anilkumar G, S.O EI 25 Sn is transferred and posted as S.O Ad D Sn.
- Shri Babu P M, E.H 17 Sn. is transferred and posted as S.O Ad B8 Sn.
- Shri Shaji M.I, EB 2 Sn is transferred and posted as S.O Ad B3 Sn
- Shri Kamaraj K, S.O EG 3 Sn is transferred and posted as S.O Ad A8 Sn.

- f) Shri Shanavas K, S.O EH 13 Sn is transferred and posted as S.O Sc/ST Cell
- g) Smt Lovely M J, S.O Record's Sn is transferred and posted as S.O P.R 1 Sn
- h) Shri Zakkir Hussain Y, S.O SIR is transferred and posted as S.O Ad A5 Sn
- i) Shri Joseph Abraham, S.O Ad B 8 Sn. is transferred and posted as S.O Acc 1Sn.
- j) Shri Jubin Johns, S.O, Ac B1 is transferred and posted as S.O, E.B ( Online Question paper management)
- k) Shri Sanjan A S, S.O EI 24 Sn is transferred and posted to School of Computer Sciences from the Seniority list for a period of 3 years.
- l) Shri Ajayakumar A J, S.O G Cash 5 (E Payment), on abolition, is transferred and posted as S.O, E I 24 Sn.

67	Praseeda Mohan	S.O 36600-79200	Prathip Kumar R Promoted as S.O-H.G	EI 25
68	Devika S Dev	S.O 36600-79200	Harikumar R Promoted as S.O-H.G	EG 3
69	Radhika C S	S.O 36600-79200	Radhakrishnan K Promoted as S.O-H.G	EJ 3
70	Jayaraj B	S.O 36600-79200	Milan V R Promoted as S.O-H.G	EN 15
71	Razia S Ibrahim	S.O 36600-79200	Krishnakumar R Promoted as S.O-H.G	Exam Cash 2
72	Pravosh Dhar T	S.O 36600-79200	Sara George Promoted as S.O-H.G	EB 2
73	Aneeshkumar K C	S.O 36600-79200	Shanavas V H Promoted as S.O-H.G	VC's Office (shall report to the VC)
74	Sreelatha S	S.O 36600-79200	George K M Kurianthanath Promoted as S.O-H.G	EH 4
75	Vidhya G	S.O 36600-79200	Narendran C Promoted as S.O-H.G	Ad A4
* Rekha V R, A.S.O has relinquished promotion as S.O for one year from 25/5/2020 on personal grounds. Hence she has not been considered for promotion to the post of section officer.				
76	Anly Joshwa	S.O 36600-79200	Sabareesh G Promoted as S.O-H.G	CBCSS 12
77	Rekha P	S.O 36600-79200	Bobby V K Promoted as S.O-H.G	EH 13
78	Sneha K S	S.O 36600-79200	Minimol K Zacharias Promoted as S.O-H.G	EI 35
79	Sandhya V Nair	S.O 36600-79200	Ligi Mathew Promoted as S.O-H.G	Ac B1

80	Anz N M	S.O 36600-79200	Salumon George N Promoted as S.O-H.G	Records Sn
81	Shin Joy	S.O 36600-79200	Joji Cherian Thomas Promoted as S.O-H.G	CD 1
82	Sajimon M T	S.O 36600-79200	Mohammed Nazar M Promoted as S.O-H.G	EH 17
83	Jyothirmayi G	S.O 36600-79200	Shanavas K Promoted as S.O-H.G	EI 20
84	Hilal K	S.O 36600-79200	Benshi T R Promoted as S.O-H.G	Ac D
85	Shymol V J	S.O 36600-79200	Ammini P G Promoted as S.O-H.G	Exam Legal
86	Jaijeeka V	S.O 36600-79200	Smitha V M Promoted as S.O-H.G	EH 6
87	Anilkumar P K	S.O 36600-79200	Sunilkumar N Promoted as S.O-H.G	SIR Till substitute posting is made from the seniority list
88	Rajesh T S	S.O 36600-79200	Deepa N R Promoted as S.O-H.G	EN 16
89	Jayasree R	S.O 36600-79200	Letha N C Promoted as S.O-H.G	EK 1
90	Reshmi K	S.O 36600-79200	Muraleedharan P S Promoted as S.O-H.G	EI 37
91	Girish Madhavan	S.O 36600-79200	Bindu K Pazhoor Promoted as S.O-H.G	EB 12
92	Shihabudeen P Y	S.O 36600-79200	Hema M Promoted as S.O- H.G	EN 3
93	Damy Diaz Fernandez	S.O 36600-79200	Sreedevi P, S.O retired	IIRBS
94	Praseeda K Prabha	S.O 36600-79200	Ragi N Moosath, S.O retired	PD 3
95	Tesin Simon M	S.O 36600-79200	Joyse Brainy Sementhy S.O retired	CBCSS 7. (He will also attend to the present duties in the Jaivam Cell)

III.

a)The above proposals for promotion to the post of Joint Registrar/Deputy Registrar are approved by the V.C by exercising powers, under the University Act III 10(17).

b)Officers holding the post of Deputy Registrar / Assistant Registrar shall act as Public Information Officer/Assistant Public Information Officer of the sections concerned.

c)Promotions effected to the posts having change of duties will have effect only from the date of assuming charge as per (4) above.

d)The period of probation for persons appointed to selection posts by promotion and appointed thereto by transfer within the department (excluding for direct recruitment) shall be fixed as six

months on duty within a continuous period of one year. This is applicable for all appointments made on or after 1/4/2010.

e)Officers/employees shall submit separate applications for fixation of their pay in the promoted post within one month from the date of this order.

f)Shri Najeeb M, Assistant Registrar and A.P S. to the Vice Chancellor is temporarily transferred and posted as AR (S.F) on work arrangement basis till the legal cases, related to the erstwhile university self financing institutions are disposed of, vide paper read (3) above.

g)Employees posted in the office of the V.C/P.V.C are eligible for special allowance as per U.Os read (6 & 7) above

Orders are issued accordingly.

KOMALAVALLY K

JOINT REGISTRAR I (ADMIN)  
For REGISTRAR

Copy To

1. The Individuals
2. PS to VC / PVC
3. PA to Regr./FO/CE
4. AR/DR/JR (Administration/Academic/Finance/Examination)
5. Departments/Schools / Centres
6. Ad.C I/II/III/Audit II/III /Finance I/II/Ad.AIII/IV/VI/Content Management Section/FCC/IQAC/Ad.B IX
7. ACC Section/Records Section/PRO/Statistical Unit
8. SF/FC/Day file

Forwarded / By Order

Section Officer