DIRECTORATE OF TECHNICAL EDUCATION,
THIRUVANANTHAPURAM
dtekerala@gmail.com,
l5dtekerala@gmail.com
0471 2561307

PROCEEDINGS

Higher Education-Technical -IMG Training Programme on "E-Office" for Officers of various institutions under Technical Education Department, bearing Programme Code STP-992 conducted by IMG Kochi at GPTC Kalamassery from 17-11-2026 to 18-11-2026 - Confirmation of Selection - Sanction Accorded - Orders issued - Reg.

PLANNING L5 SECTION

No. L5/10/2026-27/DTE Thiruvananthapuram,
Dated: 12-11-2026

Read:- 1. Email received from Smt. JOSPHINE MERCY DCOSTA ,Dated - 12/11/2026.

ORDER

As per reference read 1st above ,the Departmental Co-ordinator, IMG Kochi had submitted a proposal for providing Two day training on E-Office. The said training is scheduled to be conducted by IMG Kochi for Officers of various institutions under Technical Education Department at GPTC Kalamassery from 17-11-2026 to 18-11-2026. The officers listed in the annexure attached are hereby deputed for this training programme. Smt. JOSPHINE MERCY DCOSTA, Lecturer, Pen-774050, Mobile-9995106954 is deputed for duty as Department Coordinator for this training programme. Participants are requested to contact IMG Department Co-ordinator for any queries.

Attendance of staff in the training programme is compulsory and the deputed staff members cannot be exempted from the programme. Heads of Institutions/Office should relieve the incumbents as per rule. Relieving order may be issued by respective Head of Institution in order to enable them to report at GPTC Kalamassery on 17-11-2026 at 09.30 AM. Accommodation will be provided at SITTTR Kalamassery for outstation candidates only. The

basic pay of the participants is to be mentioned in the relieving order. TA/DA is admissible as per norms. The accommodation provided at SITTTR,Kalamasserry is for inhouse Departmental participants of Technical Education only and all advances,reimbursements, settlements as per IMG,Government of Keralam will be final. Head of Institution at GPTC Kalamasserry should ensure that sufficient supporting staff is for provided for Lab Session for E-Office being hosted at GPTC Kalamasserry on 17/11/2026 to 18/11/2026.

The expenditure on this account will be met from the Head of Account of IMG, Kochi concerned.

DR.SAVIER J S
DIRECTOR (SPFU)

To,

1. All Head of Institutions concerned for relieving officers enclosed in Annexure (through DTE Website only)

   IMG Facilitator (through Department Co-ordinator- IMG Kochi).
2.
3. The Principal, GPTC Kalamassery / The Joint Director, SITTTR Kalamassery (for necessary venue and accommodation arrangements).
4. SMT JOSPHINE MERCY DCOSTA, Lecturer , Pen- 774050 , Department Co-ordinator- IMG Kochi(through Email and DTE website only).
5 The Training Officer,DTE (Through E-Office Only)
6. IT Division (For publishing in DTE website)
7. OC/SF.

ANNEXURE

STP 992 : Training Programme on E Office 17.11.2026 - 18.11.2026

Sl No	Staff Name	Designation	Institution	Mobile
1	ANEESH M N	U.D.Clerk	Rajiv Gandhi Institute of Technology, Kottayam	9946106384
2	Vijila P V	Clerk	Govt. Polytechnic College, Kalamassery	9895057464
3	Shyja K K	Senior Clerk	GWPTC, Nedupuzha, Thrissur	9072804504
4	NINU G HARI	LD Clerk	GCI, Kaloor, Ernakulam, Cochin	9946289532
5	ABDUL SALAM P A	LD Clerk	THS, Elanji, Ernakulam	9496432967
6	SREENIVASAN K	Chief Accountant	GEC, Sreekrishnapuram, Palakkad	9495761810
7	SHAMEER S	LD Clerk	GEC, Sreekrishnapuram, Palakkad	7403359275
8	BOBBY M S	U.D.Clerk	WPTC, Nedupuzha, Thrissur	9746177884
9	GOPIKA T R	LD Typist	GPTC, Purapuzha, Idukki	6282558024
10	Rejani M K	UD Typist	Office: RDTE, Kothamangalam, Ernakulam	9495463657
11	PRASAD K S	Head Accountant	Government Engineering College, Thrissur	9447529220
12	THANUSREE A S	LD Clerk	Government Engineering College, Thrissur	9846304775
13	DHANYA VS	U.D.Clerk	Government Engineering College, Thrissur	9497625140
14	Soumya Sunny	Confidential Assistant	SITTTR Kalamassery	9400234542
15	Aswathy Sivan	Clerk	Women's Polytechnic College, Kalamasery	9745020878
16	Krishnapriya R	Clerk Typist	Govt. Polytechnic College, Kalamassery	8606002130
17	Rifana E P	LD-Typist	Women's Polytechnic College, Kalamasery	8078984148
18	Aswathy P B	Senior Clerk	Govt. Polytechnic College, Kalamassery	9072782305
19	SHIHABUDHEEN K K	Superintendent	THS, Pala, Kottayam	8547376282
20	SIJI VIJAYAN	LD Clerk	THS, Harippadu	9447272731
21	SHEEBA A	Typist (Sen. Gr)	THS, Harippadu	9447174713
22	SREERAJ K. P.	Project Officer	SITTTR Kalamassery	9895449451
23	SHEEJA T S	Project Officer	SITTTR Kalamassery	8075738494
24	MANOJ G	Senior Clerk	RDTE Kothamangalam	9495843366
25	SARATH BABU	Clerk	Sreerama Govt Polytechnic College Thriprayar	7907647295
26	AJI JOHN MATHEW	Clerk	MCGM GOVT POLYTECHNIC COLLEGE VENNIKKULAM	8089255585
27	MAJU K V	Superintendent	GOVT.TECHNICAL HIGH SCHOOL PALA ,PULIYANNOOR P O, KOTTAYAM	9633345535

28	KARTHIKA SUDHAKARAN	Superintendent	Govt Commercial institute Kanchiyar, IDUKKI	8714163628
29	Anila S	Clerk	Govt. Polytechnic College, Kalamassery	9567327278
30	CRISS JOSE	Junior Superintendent	Government Engineering College Idukki	7736931446

Digitally signed by
Savier J S
Date: 12-11-2026
17:05:35