

**RESERVATION ROSTER REGISTER**

- 1 Name of the Post : **Word Processor Assistant / Secretarial Assistant /Assistant / Hindi-English Word Processor Assistant / Telephone Operator / Receptionist, etc.**
- 2 Method of Recruitment : **Direct Recruitment (Regional Recruitment - Tamil Nadu)**
- 3 Number of posts in the cadre : **3**
- 4 Percentage of Reservation prescribed : **SCs - 19%, STs - 1%, OBCs - 27%, EWS - 10%**

Cycle No. / Point No.	UR or reserved for SCs/STs/OBCs/EWS	Name	Date of appointment	Whether SC/ST/OBC/General/EWS	Filled as UR or as reserved for SCs/STs/OBCs/EWS	Signature of appointing authority or other authorised officer	Remarks
1	2	3	4	5	6	7	8
1.	UR	Ganesan P.	13-Jun-1988	General	UR-1		
2.	UR	Rukkumani P	05-Jun-2000	OBC	OBC-1		
3.	UR	Jeya Kalpana M L	17-Oct-2020	OBC	OBC-2		

**Calculation of Excess / Shortfall for Class III as on 31/12/2023**

Number of Posts Reserved as on 31/12/2023	<b>SC</b>	<b>ST</b>	<b>OBC *</b>	<b>EWS</b>
Persons in Position as on 31/12/2023	0	0	0	0
Excess / (Shortfall) as on 31/12/2023	0	0	2	0

\* Reservation is applicable for OBC w.e.f. 08.09.1993

Sd/-  
**DGM -HRD**

Sd/-  
**GM-HRD**

Sd/-  
**CGM-HRD**

Sd/-  
**CLO for SC/ST/Ex-SM/PwD/EWS**

Sd/-  
**CLO for OBC**