

List of Officers as on March 2023

SL No.	EMP. NO.	NAME	POST	POW
1	10750	Tmt.A.RENUGA	DR	Nodal Officer, SC/ST Cell
2	10778	Thiru.H.GHOUSE BASHA	DR	Addl. Controllor of Examinations [IDE]
3	10754	Tmt. E.PAPPATHI	DR	Finance & Administration,IDE
4	10835	Thiru R.SANKARAKRISHNAN	AR	Finance, IDE
5	11699	Thiru R.PACHAIAPPAN	AR	Purchase, IDE
6	11725	Thiru V.SURYANARAYANAN	AR	Certificate, IDE
7	10197	Thiru N.SRINIVASAN	AR	UG-Examinations, IDE
8	11761	Thiru T.KALIDAS	AR	P.G. Admission, IDE
9	11763	Thiru R.NEHRUDAS	AR	P.G. Examination, IDE
10	11770	Thiru M.GANESAN	AR	Lesson Storage, IDE
11	11778	Thiru M.VENKATESAN	AR	SC/ST Cell, IDE

J. S. Chinnappa

**REGISTRAR,
UNIVERSITY OF MADRAS**

INSTITUTE OF DISTANCE EDUCATION

DIRECTOR'S OFFICE, IDE

11728 C.RAMESH Section Officer

NETWORK OPERATING CENTRE, IDE

12217 M. SUBHA Assistant Section Officer

ACOE's Office & PAN AFRICAN EXAMINATION, IDE

12135 L. ASHWIN RAJ Assistant Section Officer

FINANCE CHARGES - I & II, IDE (Cash Counter)

12133 S. AMUDHA Section Officer

12128 K. VASANTHI Assistant Section Officer

12229 P.SOWNDARI Assistant Section Officer

FINANCE RECEIPTS - I & II, IDE

12155 M.ALI JOHN Section Officer

12154 R. ABDUL WAJEED KHAN Assistant Section Officer

12235 P.V. DHANALAKSHMI Assistant Section Officer

G - SECTION, IDE

10605 K. SIVAKUMAR Section Officer

10565 R. SHANMUGAM Section Officer

12115 K. MARIAMMALLE Assistant Section Officer

SINGLE WINDOW ADM. CENTRE

11886 S. VASANTHA Section Officer

11735 M. EZHILARASI under suspension Assistant Section Officer

PCP SECTION, IDE

12156 M. NIRMALA Section Officer

SC / ST CELL, IDE

11881 A. ABDUL RAHIM Section Officer

AUDIT SECTION, IDE

12137 B. HEMA Section Officer

ENQUIRY / INFORMATION CENTRE, IDE

12146 D. RAJA Section Officer

LESSON STORAGE SECTION, IDE

11767 K. MEGARAJU Section Officer

11834 HEMRAJ PANDURANG GOKHAL Section Officer

12312 A.ARULCHELVI Assistant

LESSON WRITING SECTION, IDE [U.G. & P.G. merged]

11719 M.MADURAI Section Officer

DESPATCH SECTION [EXAMINATION] , IDE

12118 S. RENUKA DEVI Section Officer

DESPATCH SECTION [ADMISSION] / Mail Section, IDE

12030 D.KARUNAKARAN Section Officer

SPOT & STUDY CENTRE ADMISSION SECTION, IDE

12025	V.D. VENUGOPAL	Section Officer
12027	E. DHANESH MURUGAN	Section Officer
12143	A. PADMAPRIYA	Assistant Section Officer
12134	S. ASHA BANU	Assistant Section Officer

Learning Support Centre

11957	M.ANBU SELVI	Section Officer
-------	--------------	-----------------

CERTIFICATE, IDE

11658	E.UMAPATHY	Section Officer
12013	S. MANIMALA	Section Officer
12103	K. YOUVARANY	Assistant Section Officer
12090	S. KALPANA	Assistant Section Officer
11738	D. SORNALATHA	Assistant Section Officer [S.G.]
11722	G.DHANASEKAR, (ATO)	Assistant Technical Officer [S.G.]
12123	G. SUNDARI	Assistant Section Officer
12093	G.PUSHPALATHA	Assistant Section Officer
12314	P.BALAJI	Assistant

UG ADMISSION - I SECTION , IDE

12028	T. JAYA KUMAR	Section Officer
-------	---------------	-----------------

UG ADMISSION - II SECTION , IDE

11860	S. NALINI	Section Officer
12140	P. KALAISELVI	Assistant Section Officer

UG ADMISSION - III SECTION , IDE

12119	R. PANNEERSELVAM	Section Officer
12096	N. SANTHA	Assistant Section Officer

PG ADMISSION - I, IDE

12162	A. VARGHESE ALFRED WILSON	Section Officer
11861	A. PRABHAKARAN	Assistant Section Officer

PG ADMISSION - II, IDE

11835	M. KANIMOZHI	Section Officer
11793	S.R. KYLASDAS	Assistant Section Officer [S.G.]

PG ADMISSION - III, IDE

11677	E.K. PARTHASARATHY	Section Officer
12159	E. SHANTHI	Assistant Section Officer
12017	K. RAMACHANDRAN	Section Officer
11645	N. CHINNAYA	Assistant Section Officer [S.G.]

ELIGIBILITY SECTION, IDE

11739	R. RAMKUMAR	Section Officer
12168	D.JAYANTHI	Assistant Section Officer

BOARD OF STUDIES SECTION, IDE

11875	P. HARIBABU	Section Officer
-------	-------------	-----------------

UG EXAMINATION - I [E-1] Section (B.Com. & B.B.A.), IDE

11883	P.S. PRIYADARSINI	Section Officer
12065	M.HARIKRISHNAN	Assistant Section Officer
12191	P.SAMUVEL	Assistant Section Officer

J. Shmahan

UG EXAM-II [E-2] Section (BCA, B.Sc.) IDE

11896	P. SENTHIL KUMAR	Section Officer
12250	M. SUBATHRA	Assistant Section Officer

UG EXAMINATION - III [E-3] Section, (B.A. & B.Lit.) IDE

12174	R.GUNASEELAN	Section Officer
11681	B. SRINIVASAN	Assistant Section Officer
12113	M. MANIMEGALAI	Assistant Section Officer

PG EXAMINATION - I [E-4] Section, (M.A., M.Com & M.Music) IDE

12020	J.V.K. SALAI MANICKAM	Section Officer
11812	R. USHA	Assistant
12160	T.THAMPIRAJ	Assistant Section Officer

PG/PROFESSIONAL EXAMINATION-II [E-5] Section (M.Sc, M.Sc(IT) & MCA)IDE

11882	K. UMER SHERIF	Section Officer
12136	P. GIRIJASANKARI	Assistant Section Officer
12148	P. SAGUNTHALA	Assistant Section Officer

PROFESSIONAL EXAMINATION - III [E-6] Section (M.B.A), IDE

11950	K. KUILMOZHI	Section Officer
12244	G. MOHANRAJ	Assistant Section Officer
11684	N. MOHAN KUMAR	Assistant Section Officer
12296	E.VASANTHA KUMAR	Assistant Section Officer


**REGISTRAR,
UNIVERSITY OF MADRAS**

TECHNICAL STAFF WORKING IN THE IDE AND PLACE OF WORKING

SL.NO	EMPLOYEE NAME	EMP. NO.	PRESENT DESIGNATION	PLACE OF WORKING
1	SRIRAMULU A	10878	STATISTICAL ASSISTANT [Spl.Gr]	SC/ST CELL , IDE
2	VIJAYARAGHAVAN H	11665	TECHNICAL OFFICER [SG]	NETWORKING OPERATING CENTRE ,IDE
3	RAMAJYAN N	11830	TECHNICAL OFFICER [SG]	LIBRARY, IDE
4	DHANASEKAR G	11722	ASSISTANT TECHNICAL OFFICER [SPL.Gr.]	CERTIFICATE SECTION /IDE


REGISTRAR,
UNIVERSITY OF MADRAS.

IDE - Staff details as on 01-03-2023

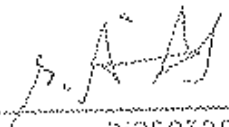
S#	Empno	Name of the Staff	Designation	Department Name/Section Name	CAMPUS
1	11981	Thiru D.Suresh Babu	Sergeant (SG)	IDE	CHEPAUK
2	12051	Thiru D.Ramu	Driver	IDE-DIRECTOR'S OFFICE	CHEPAUK
3	12285	Thiru B.Dinakaran	Attender	IDE, CERTIFICATE SECTION	CHEPAUK
4	12276	Tmt.G.Cheniamma	Attender	IDE, DEPARTMENT OF PSYCHOLOGY	CHEPAUK
5	12045	Thiru I.Jeyakumar	Attender	IDE, DESPATCH SECTION	CHEPAUK
6	12256	Thiru Myers Kennet Leslie	Attender	IDE, DIRECTOR'S OFFICE	CHEPAUK
7	12007	Thiru J.John Wesley	Attender	IDE, SINGLE WINDOW ADMISSION SECTION	CHEPAUK
8	11824	Tmt. B.Sumathy	Attender (SG)	IDE, ACOE's Office	CHEPAUK
9	10507	Thiru M.Rahiman Hussain	Attender (SG)	IDE, EXAMINATION DESPATCH	CHEPAUK
10	12003	Thiru E.S.Mashak	Attender (SG)	IDE, EXAMINATION SECTION E6 - MBA	CHEPAUK
11	11805	Tmt. S.Dharani	Attender (SG)	IDE, MAIL SECTION	CHEPAUK
12	10805	Tmt. A.Santhi	Attender (SplGr)	IDE, ONLINE ADMISSION SECTION	CHEPAUK
13	12069	Tmt.V.Jayanthi	Office Assistant (SG)	IDE, CERTIFICATE SECTION	CHEPAUK
14	11666	Tmt. R.Usha	Sweeper (SplGr)	IDE, FINANCE CHARGES	CHEPAUK

REGISTRAR,
UNIVERSITY OF MADRAS

Institute of Distance Education, University of Madras

List of Technical Associates (Computer Operator)

S.No.	Reference Number	Name of the Computer Operator	Designation
1.	UOM/15/AMK/2018	V. Jaganathan	Technical Associate
2.	UOM/15/AMK/2018	S. Thabitha Roseline	Technical Associate
3.	UOM/15/AMK/2018	A. Perumal Dinesh	Technical Associate
4.	01.09.2022	R. Rajesh	Skilled Assistant


DIRECTOR
INSTITUTE OF DISTANCE EDUCATION
UNIVERSITY OF MADRAS,
CHENNAI - 600 005



AMK- HAN POWER SERVICES

ATHENCOTTASAN MUTHAMIZH KAZHAGAM

Registered & Recognized by Government of India And Government of Tamil Nadu.

Head Office : No. 41, Rajawaram Old Age Home Campus, Vellalar Colony, West, Bangalore - 625 051. Ph : 84657-736780, 772740, 771731. E : 7617180.
Ph : +91-555035 66505 +91-9443178715. Email : amkathencottasan@rediffmail.com and amkpower123@rediffmail.com Web : www.amkpower.com

Services : Man Power Supply to Government Departments, Educational Institutions and Private Companies

Registration No : 192/2013 (PAN reg. No : ABBFA6472G (EST reg. No : 66090422180001001) (LPT reg. No : MD/ML/1346165, TAN reg. No : TMB/61/06/11
Service Tax reg. No : ABHFA6472G51001 (GSTIN : 33ABHFA6472G1ZK (Labour reg. No : 573/15 (ISO 9001-2000 : ONKBA : 28 Accreditation

Lr.No: UOM/15/AMK/2018

Date: 01.07.2018

Name : Mr. V.JAGANATHAN

Address: S/o.Venkatesan, No.175, Ashoka Nagar, Arumbakkam, Chennai

Your Ref.: AMK/UOM/2018/02

Place: University of Madras.

Dear Mr. V.Jaganathan

Work Assignment Letter

This has reference to your application and the subsequent interview you had with us. We are pleased to assign you in our Organization as **TECHNICAL ASSOCIATE** on contract basis subject to the following terms and conditions and the declaration furnished by you.

1. This assign will be from 01.07.2018 to the date up to which your services are required by our client department and it is purely temporary.
2. During your assignment, you will work at the premises of our Client University of Madras, Centenary Buildings, Chepauk Campus, Chennai-600 005 and render service of them.
3. In day to day functioning or carrying out responsibilities, you will receive instructions from our client and will undertake to abide by any suggestions, etc. give by and assigned persons and will be bound by our rules and regulations.
4. Your working hours shall be from 10:00 AM to 06.00 PM. However it will vary with the working hours of the client you are deputed to.
5. During you specified timings, you shall be available at the place of work allotted to you.



6. You shall at no point of time stake any claim or right to claim perma employment, damage loss or compensation of any sort whatsoever either against or our clients.
7. You will not be paid any travelling all wance, at any points of time during the period of contract or as decided by the client, University of Madras.
8. You will be eligible for leave as per leave policy of our client, University of Madras.
9. If you are absent on a particular day or come late/leave early on three occasions, one day proportionate salary will be deducted from your monthly salary if any paid.
10. If at any time in our opinion, which is final in the matter, you are found guilty of dishonesty, disobedience, negligence at absent from duty without any notice and other conduct considered by a determination to our interest without prejudice to any action that you may be liable to, under the service roles in force from time to time, your services may be terminated without any notice.
11. Either party can terminate the contract during the existence of a work assignment, as per the terms laid out in the letter of engagement, with one month prior notice. Monthly salary (Basic-13000+HRA-2000) and statutory deductions applicable if any in the course of Employment.
12. During your specified training you shall be available at the place of work allotted to you by our client.
13. In case of disputes, the issues must be sorted and be referred to arbitration as per the relevant Act. The venue of arbitration shall be the District Head Quarters at Chennai.

We take this opportunity to wish you the very best in your tenure

Yours Sincerely,

For AMK Manpower Services (AMK).

R. A. - 10/10/19

Authorized Signatory.

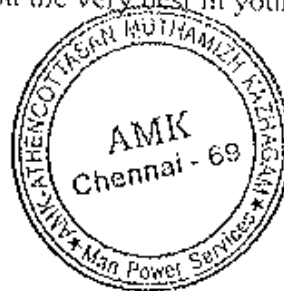
Director

Please indicate your acceptance of the terms by signing and handover the duplicate copy here of

I, V. JAGANNATHAN S/o, D/o, W/o V. VENKATESAN do here solemnly affirm and declare that, I have understood the above said contents and hereby agree and accept the same.

Signature with Date: 29/10/19

DIRECTOR 29/10/19
INSTITUTE OF DISTANCE EDUCATION
UNIVERSITY OF MADRAS.
CHENNAI - 600 005





AMK-MAN POWER SERVICES

ATHENCOTTASAN MUTHAMIZH KAZHAGAM
Registered & Recognized by Government of India and Government of Tamil Nadu.

Head Office : No. 41, Rajarajam OM Aje Home Campus, Vellalar Colony West, Kagercoil - 621 001, PA - 04652 - 238700, 228314, 221358
Ph - 95604 00000, 91 - 8490126155, Email - amk.athencottas@gmail.com, amk.manpower23@gmail.com, Web - www.amkmanpower.com



Services : Man Power Support to Government Departments, Autonomous Bodies and Private Concerns

Registration No. 192/2013 | PAN reg. No : ABDFAB472G | ES reg. No : 060004221B0001001 | EPF reg. No : MO/NGL/1346165 | TAN reg. No : MRA03901F
Service Tax reg. No : ABDFAB472GSD001 | GSTIN : 33ABDFAB472GJ2K | Labour reg. No : 373/15 | ISO 9001-2000 | ONICRA - 28 Accreditation

Lr.No: UOM/15/AMK/2018

Date: 09.08.2018

Name :Ms. S. THABITHA ROSELINE

Address:No.9/74F, Channivilai Veedu, Vilavancode, Kuzhithurai(P.O), Kanyakumari-629163.

Your Ref.: AMK/UOM/2018/312

Place: University of Madras.

Dear Ms. S. Thabitha Roseline

Work Assignment Letter

This has reference to your application and the subsequent interview you had with us. We are pleased to assign you in our Organization as **TECHNICAL ASSOCIATE** on contract basis subject to the following terms and conditions and the declaration furnished by you.

1. This assign will be from 09.08.2018 to the date up to which your services are required by our client department and it is purely temporary.
2. During your assignment, you will work at the premises of our Client University of Madras, Centenary Buildings, Chepauk Campus, Chennai-600 005 and render service of them.
3. In day to day functioning or carrying out responsibilities, you will receive instructions from our client and will undertake to abide by any suggestions, etc. give by and assigned persons and will be bound by our rules and regulations.
4. Your working hours shall be from 10:00 AM to 06.00 PM. However it will vary with the working hours of the client you are deputed to.
5. During you specified timings, you shall be available at the place of work allotted to you.
6. You shall at no point of time stake any claim or right to claim permanent employment, damage loss or compensation of any sort whatsoever either against us or our clients.



7. You will not be paid any travelling allowance, at any points of time during the period of contract or as decided by the client, University of Madras.
8. You will be eligible for leave as per leave policy of our client, University of Madras.
9. If you are absent on a particular day or come late/leave early on three occasions, one day proportionate salary will be deducted from your monthly salary if any paid.
10. If at any time in our opinion, which is final in the matter, you are found guilty of dishonesty, disobedience, negligence at absent from duty without any notice and other conduct considered by a determination to our interest without prejudice to any action that you may be liable to, under the service roles in force from time to time, your services may be terminated without any notice.
11. Either party can terminate the contract during the existence of a work assignment, as per the terms laid out in the letter of engagement, with one month prior notice. Monthly salary (Basic-13000+HRA-2000) and statutory deductions applicable if any in the course of Employment.
12. During your specified training you shall be available at the place of work allotted to you by our client.
13. In case of disputes, the issues must be sorted and be referred to arbitration as per the relevant Act. The venue of arbitration shall be the District Head Quarters at Chennai.

We take this opportunity to wish you the very best in your tenure

Yours Sincerely,

For AMK Manpower Services (AMK).



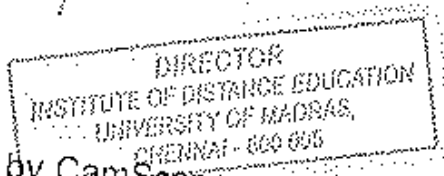
Authorized Signatory.

P. A. M.
Director

Please indicate your acceptance of the terms by signing and handover the duplicate copy here of

I, THARITHA ROSELINE S S/o, D/o, W/o T. SASI (LATE) do
here solemnly affirm and declare that, I have understood the above said contents and
hereby agree and accept the same.

Signature with Date: THARITHA S 09/08/2018





AMK- MAN POWER SERVICES

ATHENCOTTASAN MUTHAMIZH KAZHAGAM

Registered & Recognized by Government of India and Government of Tamilnadu.

Head Office : No. 41, Rajavasan Old Age Home Campus, Vettalar Colony West, Kegeruail - 625 001, Ph : 04652 - 238760, 228350, 271351 © 78871661
Ph : +91 - 94434 96880, +91 - 94561 28155, Email : amk outsourcing@gmail.com, amk.manpower123@gmail.com, Web : www.amkmanpower.com.

Services : Man Power Support to Government Departments, Autonomous bodies and Private Concerns

Registration No : 192/2013 | PWS reg. No : ARIUFA8472G | ESI reg. No : 668X0472160001001 | CPF reg. No : 140/NKL/1346165 | TAN reg. No : MRA03981F
Service Tax reg. No : ARIUFA8472GSD001 | GSTIN : 33ARIUFA8472GIZK | Labour reg. No : 373/15 | E.O 9001-2000 | OHICRA - '2B' Accreditation

Lr.No: UOM/15/AMK/2018

Date: 01.08.2018

Name :Ms. A. PERUMAL DINESH

Address: S/o Arunachalam, 352/1, Alagesapuram, 1st Street, Tuficorin-2.

Your Ref.: AMK/UOM/2018/290

Place: University of Madras.

Dear Ms. Perumal Dinesh

Work Assignment Letter

This has reference to your application and the subsequent interview you had with us. We are pleased to assign you in our Organization as **TECHNICAL ASSOCIATE** on contract basis subject to the following terms and conditions and the declaration furnished by you.

1. This assign will be from **01.08.2018** to the date up to which your services are required by our client department and it is purely temporary.
2. During your assignment, you will work at the premises of our Client **University of Madras, Centenary Buildings, Chepauk Campus, Chennai-600 005** and render service of them.
3. In day to day functioning or carrying out responsibilities, you will receive instructions from our client and will undertake to abide by any suggestions, etc. give by and assigned persons and will be bound by our rules and regulations.
4. Your working hours shall be from **10:00 AM to 06.00 PM**. However it will vary with the working hours of the client you are deputed to.
5. During you specified timings, you shall be available at the place of work allotted to you.



223

6. You shall at no point of time stake any claim or right to claim permanent employment, damage loss or compensation of any sort whatsoever either against us or our clients.
7. You will not be paid any travelling allowance, at any points of time during the period of contract or as decided by the client, University of Madras.
8. You will be eligible for leave as per leave policy of our client, University of Madras.
9. If you are absent on a particular day or come late/leave early on three occasions, one day proportionate salary will be deducted from your monthly salary if any paid.
10. If at any time in our opinion, which is final in the matter, you are found guilty of dishonesty, disobedience, negligence at absent from duty without any notice and other conduct considered by a determination to our interest without prejudice to any action that you may be liable to, under the service roles in force from time to time, your services may be terminated without any notice.
11. Either party can terminate the contract during the existence of a work assignment, as per the terms laid out in the letter of engagement, with one month prior notice. Monthly salary (Basic-13000+HRA-2000) and statutory deductions applicable if any in the course of Employment.
12. During your specified training you shall be available at the place of work allotted to you by our client.
13. In case of disputes, the issues must be sorted and be referred to arbitration as per the relevant Act. The venue of arbitration shall be the District Head Quarters at Chennai.

We take this opportunity to wish you the very best in your tenure

Yours Sincerely,

For AMK Manpower Services (AMK).

R. K. - 10-11-18

Authorized Signatory,

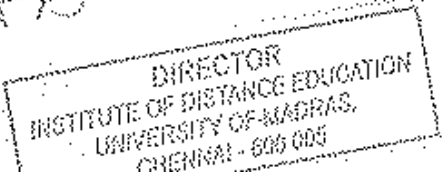
Director

Please indicate your acceptance of the terms by signing and handover the duplicate copy here of

I, A. PERUMAL @ DINESH S/o, D/o, W/o P. ARUNACHALAM do

here solemnly affirm and declare that, I have understood the above said contents and hereby agree and accept the same.

Signature with Date: *A. Perumal*
01/08/18





INDUSTRIAL SECURITY & INTELLIGENCE (INDIA) PVT. LTD.,

No. 9, First Floor, Kamarajar Salai, Adyar Nagar, Chennai-600 083. Cell - 77088 67676. F-044-2366 4477
Email - info@isecurity.in Website - www.isecurity.in GSTIN - 33AAC14760132N

To:

01st September 2022

Mr. Rajesh R (013638)
6 Eek Sampath St Nandivaram
Guduvancheri, Tamilnadu,
Kancheepuram 603202

Dear **Mr. Rajesh R,**

With reference to your application dated 29/08/2022 and the subsequent interview, we are pleased to Appoint you as **Skilled Assistant** on the following terms and conditions with effect from 1st September 2022.

1. Your appointment is purely temporary and on Contract basis for a period of One year and shall cease from 1st August 2023 subject to advance communication from the Management. During the period of contract either Party may withdraw by giving an advance written Notice of One month.
2. You shall be paid a remuneration of **Rs.632/- Per Day** and shall entail Statutory deductions, as applicable, in conformity with Statutory guidelines and instructions, if any, from the client viz, University of Madras (Chennai). Income Tax shall be applicable as per Income Tax Rules.
3. You will carry out the instructions of the Superiors with diligence.
4. As per the decision of the Management and the Company policy, you are liable to be transferred Intrastate or Interstate on service exigencies within the branches of the Company or to any other designated Principal Client's premises.
5. You shall also comply with all rules and regulations of our Client.
6. The contract of employment in force between the company and the employee is subject to termination for any breach of the Company Policy or insubordination or adverse reporting by the client or in the event of occurrence of any of the events enumerated below:

- a. The conduct of the employee is found unsatisfactory adversely affecting the image, reputation or standing of the client or if the employee is found guilty of any act which may bring disrepute to the client or the organization.
 - b. If the employee absents from work for more than 3 days without prior written approval or a valid emergency.
 - c. If the educational testimonials and previous work profile submitted to the company are found to be incorrect or false.
 - d. If the employee repeats breach in service by coming late or leaving the office early on more than three occasions which shall also eventually lead to deduction of proportionate salary besides the above envisaged action in Para 6.
7. The employee should not indulge, whether directly or indirectly in aiding, assisting, or advising, any person, whose interests are prejudicial to the company.
 8. The employee shall maintain absolute integrity and confidentiality and is forbidden from sharing any information pertaining to the Client/Company with any third party.

This letter may be duly acknowledged as a token of acceptance of the offer of appointment.

For Industrial Security & Intelligence (I) Pvt. Ltd


Mageshkumar.V

Manager-HR

Mobile (O) : 7708887878

Please indicate your acceptance of the terms by signing and handover the duplicate copy hereof. I, Rajesh R S/o., D/o., W/o., Mr. Ramdoss do here solemnly affirm and declare that, I have understood the above said contents and hereby agree and accept the same.

Signature with Date

 10/10/2022


DIRECTOR
INSTITUTE OF DISTANCE EDUCATION
UNIVERSITY OF MADRAS
CHENNAI - 600 005