

DCORDARSHAN KENDRA : CHENNAI

No:2(2)2018-E/STAFF/DKC

Date: 13/06/2018

**Sub:- Allocation of portfolios for Assistant Director(Engg.)**

The following will be the allocation of portfolios for **Assistant Director(Engg.)** with immediate effect. This supercedes all the earlier orders on the above subject.

**Shri N Ravichandran, Assistant Director (ENGG.)**

- Maintenance and upkeep of Earth Station & DSNG systems .
- Maintenance of relevant registers and preparation of periodical reports and returns in this regard.
- Supervision of Engineering Stores activities towards procurement of Stores.
- Maintenance of relevant registers.
- Co-ordination with CP&S, ADG(E)-SZ and DG:DD for procurement of spares & Stores

**Shri R.Alagarsamy, Assistant Director(Engg.)**

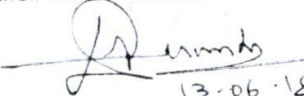
- Co-ordination of Engineering Staff
- Security Officer of the Kendra
- Maintenance of Building, Civil & Electrical, Coordination with CCW.
- Disposal of unserviceable and defective items. Periodical auctioning thereof.

**Shri K Balaji, Assistant Director(Engg.)**

- Overall maintenance of & upkeep of IT Section.
- Maintenance of NLEs, CGs, in Programme & News Wing
- News Automation systems etc.

**Smt.M K Amudha Jothi, Assistant Director (Engg.)**

- Maintenance of Digital Transmitters & Allied Systems in Transmitter.
- Maintenance of Power Supply & A/C Systems in all Technical areas and their AMCs thereof.
- Maintenance of Fire Fighting & Fire Alarm systems in the Kendra.

  
13-06-18

**(M.ANANDAN)**

**DY.DIRECTOR GENERAL (ENGG.)**

**To**

**All the above officers**

**Copy to :-Director(E)-Admn/DD(News) & Head of RNU / H.O.P.**

**Video Executives/ADEs/A.DP/AD(News)/AEs**

**MSR/XTR/E.Stn./ENG/OB Van/ Security Officer**

**PEX(Co)/PEX(Commercial)/ PEX(Spon)**

**DDO /A.O./ Head Clerk/Acctts./Hindi Section/ Camera Section/Duty Room/Transport/Reception**