

**PROCEEDINGS OF THE DIRECTOR OF MEDICAL EDUCATION,  
KERALA, THIRUVANANTHAPURAM**

DME-Estt- Formation of IT Cell in the Office of the Director of Medical Education-  
sanctioned orders issued.

- Read
1. G.O.(Ms) No. 28/2008/ITD dated 26.07.2008
  2. G.O.(Ms). No.17/2018/ITD, Dated 03/08/2018.
  3. G.O (Rt.)No.1312/2019/H&FWD.Dated, 31.05.2019.
  - 4 Minutes of the meeting held on 11/07/19, and 08/08/19 at the Chamber of DME
  - 5 This office order no. B6/1879/2019/DME, dated. 29/06/2020
  - 6 Minutes of the meeting of the Technical Committee held on 01/07/2020 at DME office.
  - 7 Government letter no. B4/40/2020/Health, dated. 27/01/2021
  - 8 This office order of even no. dated. 11/02/2021
  9. Circular no. E3-4636/2019/DME, dated. 10/07/2022

**Order No. E3-4636/2019/DME Dated: 03/11/2022**

As per the order read first above, Government have issued orders for creation of IT Division in all Government Departments and Public Sector Undertakings including Local Self Government Institutions. As per the order read second above, Government have issued guidelines for the creation of IT Division. Government have also issued permissive sanction for constituting a Technical Committee for the formation of IT Cell in the Department of Medical Education, vide GO read as third paper above.

2. Consequently, meeting was conducted at this office, and decided to constitute separate IT cell for each subordinate institutions and a Technical Committee, based on the guidelines of the Government Order. Accordingly an IT Cell had been constituted in this office based on the recommendation of the Technical Committee and as per the guidelines of the Government. As the members of the IT Cell have already been relieved from this office, the same is inactive and hence a fresh IT Cell is highly inevitable.

3. Considering the above facts and clarification received from Government, vide letter read as 7th paper above, a fresh IT Cell is constituted provisionally in this office by comprising of the following officers of this Directorate as Manager, Deputy Manager and Assistant Manager, IT Cell, as an additional responsibility to their existing duties.

Sl no.	Name of incumbent	Designation in the IT Cell
1	Smt. Sangeetha V, Computer Programmer	Manager (IT Cell)
2	Sri. Amal U L, Clerk	Deputy Manager (IT Cell)
3	Sri. Shalu D, Clerk	Assistant Manager (IT Cell)

4. The provisional appointment of the aforesaid incumbents in the IT Cell shall be finalized subject to the approval of the Technical Committee (IT) and the Government.

5. As the works of the IT Cell is an additional responsibility to the existing duties, they are not eligible for any monetary benefit, until further direction is issued from Government.

Signature valid

Digitally signed by THOMAS MATHEW  
Date: 2022.11.03 09:04:38  
Reason: Approved  
Location: THIRUVANANTHAPURAM

**THOMAS MATHEW**  
**DIRECTOR**

To

The incumbent.

Copy to:

1. CA to DME/JDME (M)/JDME (G),Sr. AO/Sr. FO/ JDNE, Special Officer
2. All the Sections and Superintendents, DME Office.

Forwarded / By Order

Junior Superintendent