

**PROCEEDINGS OF THE CHIEF EXECUTIVE OFFICER, ADDITIONAL SKILL ACQUISITION
PROGRAMME, THIRUVANANTHAPURAM**

PRESENT : Haritha V Kumar, IAS

Sub:- Additional Skill Acquisition Programme – Transfer and Posting of Programme Managers ASAP Head Quarters Sanctioned Orders Issued

No: ASAP/HR-DEVELOPMENT/1223/2018

Dated, 02.08.2018

Read:- 1. DDFS File No: ASAP/SPM-HR/1103/2018
2. Decision of the Heads Meeting Dated 21.7.2018

ORDER

The following Senior Programme Managers / Programme Managers are placed or retained onto the different positions in ASAP Head Quarters as per the revised structure:

Sl.No.	DIVISION	SECTION	Name of the Programme Manager	
1	Curriculum Development & NSQF	I	Curriculum Development	
			SPM	Lekshmi Mohan
			PM 1	VACANT
		II	NSQF Section	
			PM 1	Anusree Bhaskar
			PM 2	VACANT
2	Training	I	SPM - Foundation Training Management	Arun Raj*
		II	Summer Skill Skool	Sreelakshmi A V
		III	Training of Trainers section	
			PM 1	Remya Syam Syama Prasad
			PM 2	Naveen Kumar M
		IV	Skill Sector Management	
			SPM - Agriculture	Anupkumar
			SPM - Wellness	VACANT (Addl charge to Shayama Subair)
			SPM - Manufacturing & Infrastructure	Anoop Prakash A B
			SPM - Electronics	Ann Mellisha Mathew
			SPM - Logistic & Retail	Lekshmi V R
			SPM - Finance	Manu KK @
			SPM - Tourism & Hospitality	Sumayya B
			SPM - Health care & Media	VACANT (Addl charge to Parvathy Vijayan)
		V	Skill Sector Operations	
		Agriculture	VACANT	
		Wellness	Shayama Subair	
		Manufacturing & Infrastructure		
		PM1	Shameema Hameed L	

			PM2	VACANT
			Electronics	VACANT
			Logistic & Retail	VACANT
			Finance	Lekshmi Priya R K
			Tourism & Hospitality	Janaki Venukumar
			Health care & Media	Parvathy Vijayan
3	Quality, Research & Certification	I	SPM Quality	Anoop Markose Mani*
		II	Research	VACANT
		III	SPM Certification	Anand K
4	Information Technology	I	SPM Futuristic skilling & ASDC	Aneesh A *
		II	IT	Manu Vasudevan
		III	MIS	Suneesh C R
		IV	IT Asset Management	Guptha Krishna K S
		V	IT	Steaphen Alexander
5	Public Relations & Documentation	I	SPM - Public Relations	VACANT
		II	Documentation	Shana Shihab
		III	Knowledge Management	Indu S Kumar
6	General Administration	I	SPM Administration	Sujith J*
		II	SPM HR Administration	Arun Prabhakar
		III	HR Development	Nisanth Narayanan
		IV	Finance & Accounts	Ditty Thomas
		V	SPM Finance Management	Anish P
		VI	Procurement	Subin das
		VII	Facilities Management	Ismayil K Basheer
		VIII	Construction Management	Mithun A
7	Business development & Placement	I	SPM Business Development	Rahul .R
		II	Placement & Stakeholder Management	Rahul V Babu
8	CSP HQ	I	SPM CSP- Operationalisation	Deepthy S
		II	CSP-Standard Compliance	Vishnu J
		III	CSP-Partnership & Engagement	Aleema Asif
9	Institution coordination (HSS, VHS, Colleges)	I	SPM Institution Co-ordination	NOT ASSIGNED
10	E.A to CEO & AS			Charles Kurian John

1*These Grade A Programme Managers are placed as In charge of Sections for administrative convenience until further orders.

2.@ Manu K K Programme Manager in charge of Finance sector will coordinate the skill sectors, supporting the Head, Training.

Sd/-

HARITHA V KUMAR
Chief Executive Officer

To

1. The persons concerned
2. All Divisions and Sections, ASAP
3. All Heads, ASAP
4. All Programme Managers i/c of District,
5. ASAP All Programme Managers, ASAP
6. Internal Audit Wing,
7. ASAP Executive Assistant to CEO,
8. ASAP Stock file/ Office Copy