



कयर बोर्ड Coir Board

(सूक्ष्म, लघु और मध्यम उद्यम मंत्रालय, भारत सरकार)
Ministry of MS&ME, Govt. of India)

कयर हाउस, एम.जी.रोड., कोची - 682016
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A-22020/7/2015-ADM(P)-Part(1)

04.01.2018

ORDER

Sub: Estt.- Transfer & Posting - reg.

The Hon'ble Union Minister for MSME(I/C), Shri Giriraj Singh will be inaugurating the Showroom & Sales Depot at Thiruvananthapuram on 9th January, 2018 and M/s.Neyyattinkara Coir Cluster, Neyyattinkara on the same day. Shri Vijayaraj S, Showroom Manager Grade-III, SR&SD, Thiruvananthapuram is on leave on medical grounds upto 26th January, 2018.

In the wake of the above, Shri Sumesh K S, Showroom Manager Grade-III, SR&SD, Thrissur, who is under orders of transfer to SR&SD, Thiruvananthapuram vide Office Order No.13 (A) dated 17.07.2017, is directed to proceed to SR&SD, Thiruvananthapuram so as to report for duty in the SR&SD on 5th January, 2018(i.e.tomorrow).

Shri Sumesh K S, Showroom Manager Grade-III will handover the charge of the SR&SD, Thrissur including the stocks after verification, to Shri John V T, Assistant Showroom Manager with proper handing over/taking over reports.

This issues with the approval of Secretary, Coir Board.

Approved for issue

Sd/-
SECRETARY

ADMINISTRATIVE OFFICER

To

1. Shri Sumesh K S,
Showroom Manager Grade-III, SR&SD, Thrissur.
2. Shri John V T
Assistant Showroom Manager,SR&SD, Thrissur.

Copy to:

1. Director, RDTE, CCRI, Kalavoor
2. Joint Director (Plg.)
3. Senior Accounts Officer
4. Development Officer(Mktg.)
5. SR&SD, Thrissur
6. SR&SD, Trivandrum
7. All Sections/Branch Officers in the Head Office
8. All Sub Offices and SR&SDs
9. Accounts Section
10. Personal files
11. Stock File
12. E-office Notice Board
13. Coir Board Website