



कयर बोर्ड
COIR BOARD

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

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OFFICE ORDER No. 04.....DATED. 07.03.2023

Sub: Estt.- Promotion & Posting – reg.

Shri. Sumesh K.S., Showroom Manager Gr.III, presently working in the Coir Board Showroom and Sales Depot, Chennai is promoted to the post of Showroom Manager Gr.II in Level 7 (44900-142400) in the Pay Matrix – [PB-2 (9300-34800) +4600 (GP)(PR)] with immediate effect.

On promotion, Shri. Sumesh K.S. is retained in the Coir Board Showroom and Sales Depot, Chennai, until further orders.

The Promotee may exercise his option for fixation of pay on promotion either from the date of joining duty in the promoted post or on the date of accrual of his annual increment. The option for pay, if any, has to be received in the Head Office within one month from the date of receipt of this Order. If no option is received within the time stipulated, the pay will be fixed with effect from the date of reporting for duty in the promoted post.

This issues with the approval of Chairman, Coir Board.

(Approved for issue)

Sd/-
SECRETARY(i/c)

**ASSISTANT DIRECTOR(OL)
ADMINISTRATION DEPARTMENT i/c**

To

Shri. Sumesh K.S
Showroom Manager Grade-III, Coir Board Showroom and Sales Depot, Chennai

Copy to:

1. P.S. to Chairman, Coir Board.
2. Secretary's section, Coir Board.
3. The Director(RDTE) i/c, CCRI & Joint Director (CICT)
4. The Director (Marketing) i/c & Senior Accounts Officer
5. Joint Director(Plg.)
6. All Sections/Branch Officers in the Head Office.

7. All Sub Offices & Coir Board Showrooms.
8. Accounts Section
9. Personal File
10. Stock File
11. E-Office Notice Board & Coir Board Website

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