



कयर बोर्ड Coir Board

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

कयर हाउस, एम.जी.रोड, कोची - 682016
Coir House, M.G. Road, Kochi - 682016
ता. / Gram : COIR BOARD
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OFFICE ORDER No...13..... DATED..15.06.2023

Sub: Estt.-Transfer & Posting-reg.

Shri. Jophen Lakra, Hamal-cum-Stitcher attached to the Coir Board Showroom and Sales Depot, Gangtok, which wound up its operations w.e.f. 31-05-2023 is transferred and posted to Coir Board Showroom and Sales Depot, Patna, with immediate effect.

The Officer under whom the transferee is working will relieve him immediately, with instructions to report for duty at the new place of posting, after handing over / taking over of custody of materials and records, if any, held by him against written acknowledgement.

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. Jophen Lakra,
Hamal-cum-Stitcher

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. Zonal Director(N&E)
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

[Issued from Comp. No.11516/ file No. A-59/11/2020-ADM(P)]