



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
Coir House, M.G. Road, Kochi - 682016
तार/ Gram : COIR BOARD
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OFFICE ORDER No. 08.....DATED 31.03.2023

Sub: Estt.- Promotion & Posting – reg.

Shri. Diwakar Sharma, Showroom Manager Gr.III, presently working in the Coir Board Showroom and Sales Depot, Connaught Place, New Delhi is promoted to the post of Showroom Manager Grade-II cum Public Relations in Level 7 (44900-142400) in the Pay Matrix – [PB-2 (9300-34800) +4600 (GP)(PR)] with immediate effect.

On promotion, Shri. Diwakar Sharma will perform the duties of Showroom Manager Grade-II in the SR&SD, Connaught Place, New Delhi and also attend to the duties of the Public Relations Officer.

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)

[Signature]
ASSISTANT DIRECTOR(OL)
ADMINISTRATION DEPARTMENT i/c

To

Shri.Diwakar Sharma
Showroom Manager Grade-III,
Coir Board Showroom and Sales Depot, Connaught Place, New Delhi

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

[Issued from file No. A-22020/40/2015-ADM(P), Comp. No.1561]