



कयर बोर्ड  
**COIR BOARD**  
(सूक्ष्म, लघु और मध्यम उद्यम मंत्रालय, भारत सरकार  
Ministry of MSME, Govt. of India)

कयर हाउस / Coir House  
एम.जी.रोड / M.G. Road  
कोच्ची / Kochi-682 016  
दूरभाष / Ph: 0484-2351954  
2351807, 2351788  
ई-मेल / E-mail: adm@coirboard.org  
info@coirboard.org  
वेब / Web: www.coirboard.gov.in

**OFFICE ORDER No. ....63.....DATED..27.11.2024**

**Sub: Estt.- Promotion, Transfer & Posting – reg.**

Shri.Suresh Kumar M., Extension Service Officer, presently working in the Regional Office, Coir Board, Bangalore is promoted to the post of Development Officer in Level 10 (56100-177500) in the Pay Matrix [(Pay Band of Rs.15,600-39,100+5,400(Grade Pay)(PR)] with immediate effect.

On promotion, Shri.Suresh Kumar M is transferred and posted to S&T Section, Head Office, Kochi, as Branch Head.

The Officer under whom the promotee/transferee is working will relieve him immediately, with instructions to report for duty at the new place of posting, after handing over of all official belongings etc., if any, held by him, under proper authentication.

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

ADMINISTRATIVE OFFICER ( i/c.)

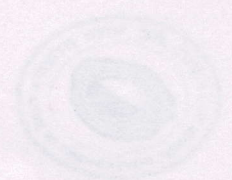
To

Shri.Suresh Kumar M, Extension Service Officer, Regional Office, Bangalore

Copy to:

1. O/o Hon'ble Chairman, Coir Board
2. O/o Secretary, Coir Board
3. O/o.Director (RDTE), CCRI, Kalavoor

COIR BOARD



4. Director (M) i/c. Coir Board, Kochi
5. Senior Accounts Officer, Coir Board, Kochi
6. Joint Director (Tech), CICT, Bangalore
7. Joint Director (Plg.), Coir Board, Kochi
8. All Zonal Directors
9. Regional Office, Bangalore
10. S & T Section, Head Office
11. All the Branch Officers of Coir Board
12. All Sections at Head Office, Coir Board, Kochi
13. All Sub Offices & Coir Board Showrooms
14. Personal File
15. Stock File
16. ERS Section: For necessary action to upload the Order in the E-Office Notice Board, Coir Board Website & AEBAS Portal for changing the Reporting Officer.

**[Issued from Computer No: 7700 / File No. A-32012/1/2020-ADM(P)]**

SECRETARY

ADMINISTRATIVE OFFICER (A-1)

(Approved for issue)

1. To Hon'ble Chairman, Coir Board
2. To Secretary, Coir Board
3. To Director (RDTE), CCRJ, Kalyan