



कयर बोर्ड COIR BOARD

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

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A-59/2/2021-ADM (PERSONNEL)

28.01.2025

ORDER

Sub:-Dispensation of Additional Charge & Issuance of Charge arrangement-reg.

The additional duties of B & A Section, Head Office, Coir Board, assigned to Smt. Indu D.I., Accounts Manager, CCRI in lieu of Shri Abraham C.U., as per Office Order No. 48 dated 19.08.2024 stands dispensed with, with immediate effect.

Shri Abraham C U, Accounts Officer (IA) will also look after the following subject files of Administration Section as Branch Head in addition to his normal duties of Accounts Officer (B&A) till further orders:

1. Audit observations on Appointments procedures, Compassionate appointments and Pay upgradation to Technical Stream officers.
2. Court cases related to the matters mentioned in Point No. 1.
3. Pay upgradation to Hindi Officer/AD (OL) and its court case.
4. Any other matter as directed by the Competent Authority.

Concerned Section Officer of Administration Section will route the above subject files through Shri. Abraham C U, Accounts Officer (IA).

This issues with the approval of Secretary Coir Board.


Development Officer (Adm.)

To

1. Shri. Abraham, C.U., Accounts Officer (IA), Head Office, Kochi
2. Smt. Indu D.I., Accounts Manager, CCRI, Kalavoor, Alappuzha.
3. Smt. Syamala C.S., Development Officer (Adm), Head Office, Kochi

Copy to:

1. O/o Hon'ble Chairman, Coir Board
2. O/o Secretary, Coir Board
3. O/o. Director (RDTE), CCRI, Kalavoor
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. All the Branch Officers of Coir Board
10. All Sections at Head Office, Coir Board, Kochi
11. All Sub Offices & Coir Board Showrooms
12. Personal File
13. Stock File
14. ERS Section: For necessary action to upload the Order in the E-Office Notice Board, Coir Board Website.