



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.9.....DATED. 13.02.2015

Sub: Estt.- Promotion, Transfer & Posting and Charge arrangement- reg.

Smt.Vasanthi Amma M.K., Deputy Director presently working in the ID Section, Head Office, Kochi is promoted to the post of Zonal Director Grade-I (erstwhile Regional Officer) in Level 11 (Rs.67700-208700) in the Pay Matrix, with immediate effect.

On promotion, Smt.Vasanthi Amma M.K., is transferred and posted to Coir Board SR&SD, Connaught Place, New Delhi as Zonal Head of North Zone. She will be the Zonal Head of North East Zone also in addition to her normal duties as Zonal Head North Zone, until further orders.

Shri.Suresh Kumar M., Development Officer, SFURTI Section, Head Office is given the additional charge of Branch Head of Industrial Development Section and Chief Liaison Officer for SC/ST/OBC in lieu of Smt.Vasanthi Amma M.K., with immediate effect.

Smt.Dhanalekshmi N., Assistant Director (OL) is given the additional charge of Central Public Information Officer (CPIO) and included as a Member of Internal Complaints Committee in lieu of Smt.Vasanthi Amma M.K., with immediate effect.

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

The Promotee may exercise her 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 her 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

DEVELOPMENT OFFICER (ADM)

To

1. Smt.Vasanthi Amma M.K., Deputy Director, Head Office, Kochi
2. Shri.Suresh Kumar M., Development Officer, Head Office, Kochi
3. Smt.Dhanalekshmi N., Assistant Director (OL), Head Office, Kochi

Copy to:

1. O/o Chairman, Coir Board
2. O/o Secretary, Coir Board
3. Director (RDTE) i/c., 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. ICC of Coir Board
10. Liaison Officer for SC/ST/OBC, Coir Board
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.

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