



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.11.... DATED 06/03/2025 **Sub: Estt.-Transfer and Posting & Dispensation of Charge-reg.**

The following transfer and posting/work arrangements are ordered with immediate effect on administrative reasons.

1. Smt.Remya Subramaniam, Research Officer, Hindustan Coir, Coir Board, Kalavoor, Alappuzha is transferred and posted to SFURTI Section, Coir Board Head Office, Kochi. Shri.Deepak Soman, Research Officer, CCRI, Coir Board, Kalavoor, Alappuzha is given the additional charge of Hindustan Coir in lieu of Smt.Remya Subramaniam, until further orders.
2. Shri.Raju P.B., Upper Division Clerk, presently working in the Industrial Development Section, Coir Board Head Office, Kochi is posted to the Export Marketing-II Section, Head Office, Kochi.
3. Shri.Pradeep K., Junior Stenographer, presently working in the CCRI, Coir Board, Kalavoor, Alappuzha is posted to the Accounts Section of CCRI in addition to his normal duties at Director (RDTE)'s Office, until further orders.
4. Shri.Anoop Gopinath K.G., Upper Division Clerk & Caretaker, presently working in the Industrial Development Section, along with the duties of Caretaker in the Administration (Estt.) Section, Coir Board Head Office, Kochi is posted to Administration (Estt.) Section for performing both the Caretaker work and other routine work in the Administration (Estt.) Section.
5. The additional duties of SR&SD, Ernakulam assigned to Shri.Bobish G., Assistant Showroom Manager vide Order No.A-27/1/2015-Adm (Personnel) dated 12.07.2024 stands dispensed with, with immediate effect and Shri.Bobish G., Assistant Showroom Manager is retained in Administration (Estt.) Section, Head Office, Kochi, until further orders.

The Officers under whom the above transferees are working will relieve them immediately, with instruction to report for duty at the new place of posting, after complying with proper handing over/taking over formalities.

This issues with the approval of Chairman, Coir Board.

Approved for issue

Sd/-
Secretary


Development Officer (Adm.)

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To

1. Smt.Remya Subramaniam, Research Officer, Hindustan Coir, Coir Board, Kalavoor, Alappuzha
2. Shri.Deepak Soman, Research Officer, CCRI, Coir Board, Kalavoor, Alappuzha
3. Shri.Raju P.B., Upper Division Clerk, Industrial Development Section, Coir Board Head Office, Kochi
4. Shri.Pradeep K., Junior Stenographer, CCRI, Coir Board, Kalavoor, Alappuzha
5. Shri.Anoop Gopinath K.G., Upper Division Clerk, Industrial Development Section, Coir Board Head Office, Kochi
6. Shri.Bobish G., Assistant Showroom Manager, Administration (Estt.) Section, Coir Board Head Office, Kochi

Copy to:

1. O/o Chairman, Coir Board
2. O/o Secretary, Coir Board
3. Director (RDTE)i/ç., CCRI, Kalavoor
4. Senior Accounts Officer, Coir Board, Kochi
5. Joint Director (Tech), CICT, Bangalore
6. Joint Director (Plg.), Coir Board, Kochi
7. All Zonal Directors
8. All the Branch Officers of Coir Board
9. Hindustan Coir, Kalavoor, Alappuzha
10. SFURTI Section, Head Office, Kochi
11. ID Section, Head Office, Kochi
12. SR&SD, Ernakulam
13. Administration (Estt.) Section, Head Office, Kochi
14. EM-II Section, Head Office, Kochi
15. All Sections at Head Office, Coir Board, Kochi
16. All Sub Offices & Coir Board Showrooms
17. Personal File
18. Stock File
19. 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 File No. A-22011/1/2016-ADM (PERSONNEL)-Part (2) Computer No.6581]