



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...12.....DATED..09.04.2025

Sub:Estt: Charge arrangements- -reg.

Smt.Syamala C.S., Development Officer, Administration Division, Coir Board, Head Office, Kochi is given the additional charge of Central Public Information Officer (CPIO), Coir Board in lieu of Smt.Dhanalekshmi N., Assistant Director (OL), Coir Board, Head Office, Kochi, with immediate effect.

Smt.Betsylal M.S., Section Officer, Planning & Publicity Section, Coir Board, Head Office, Kochi is included as a new Member of the Internal Complaints Committee of Coir Board in lieu of Smt.Dhanalekshmi N., Assistant Director (OL), Coir Board, Head Office, Kochi, with immediate effect.

This issues with the approval of Chairman, Coir Board.

(Approved for issue)

Sd/-
SECRETARY

[Signature]
JOINT DIRECTOR (Plg.)

To

1. Smt.Syamala C.S., Development Officer, Administration Division, Coir Board, Head Office, Kochi
2. Smt.Dhanalekshmi N., Assistant Director (OL), Coir Board, Head Office, Kochi
3. Smt.Betsylal M.S., Section Officer, Planning & Publicity Section, Coir Board, 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. Senior Accounts Officer, Coir Board, Kochi
5. Joint Director (Tech), CICT, Bangalore
6. Joint Director (Plg.), Coir Board, Kochi
7. All Zonal Directors
8. ICC of Coir Board
9. ACPIOs of Coir Board
10. All the Branch Officers of Coir Board
11. All Sections at Head Office, Coir Board, Kochi
12. All Sub Offices & Coir Board Showrooms
13. Personal File
14. Stock File
15. ERS Section: For necessary action to upload the Order in the E-Office Notice Board, Coir Board Website

[Issued from Computer No: 15514/ File No. A-32013/1/2021-ADM (P)-Part (2)]