



कयर बोर्ड Coir Board

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

कयर हाउस, एम.जी.रोड., कोची - 682016
Coir House, M.G. Road, Kochi - 682016
नगर/ Gram : COIR BOARD
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OFFICE ORDER No. 02..... DATED. 10-02-2023

Sub: Estt.-Transfer & Posting-reg.

Shri. Shriprabhav, Salesman, presently working in the Coir Board Showroom and Sales Depot., Madurai is transferred and posted to Industrial Development Section, Head Office, Kochi.

The Officer under whom the transferee is working will relieve him immediately, with instructions to report for duty at the new place of posting against proper handing over/taking over reports.

This issues with the approval of Chairman, Coir Board.

Sd/-
SECRETARY(i/c)

Approved for issue

Foy ASSISTANT DIRECTOR(OL)
ADMINISTRATION DEPARTMENT i/c

To

Shri. Shriprabhav
Salesman, SR&SD, Madurai

Copy to:

1. P.S. to Chairman, Coir Board.
2. Secretary's section, Coir Board.
3. The Director(RDTE) i/c, CCRI & Joint Director (CICT)
4. The Director (Marketing) i/c & Senior Accounts Officer
5. Joint Director(Plg.)
6. SR&SD, Madurai
7. All Sections/Branch Officers in the Head Office.
8. All Sub Offices & Coir Board Showrooms.
9. Accounts Section
10. Personal File
11. Stock File
12. E-Office Notice Board & Coir Board Website.

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