



कयर बोर्ड Coir Board

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

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K-13050/7/2022-RO Pollachi

Date : 17/03/2023

CIRCULAR

Sub : Upgradation of Laptop regarding

It has been reported by some officials of the Board that the laptop of model Dell Latitude 3510 issued by the Board during lockdown period are very slow and requires some upgradation. In this connection it is known that some officials have already upgraded the laptops. Therefore all officials, who are upgraded the laptops provided by Coir Board, are requested to furnish the details in the following format to ers@coirboard.org on or before 20th March 2023.

Sl.No	Name of the laptop holder	Office/Section	Serial No of laptop
1			
2			
3			
4			
5			

This issues with the approval of Chairman vide orders dated 16.03.2023.

Vasanthi

Deputy Director (Publicity & ERS)

To: All Sections in HO and sub offices including SR & SDs