

**Proceedings of the Senior Administrative Officer Directorate of
Industries and Commerce, Thiruvananthapuram**
(Present:P.M.Rejeena)

EC1/02/2017

Dated:19/ 08/17

Sub:-Inds-Estt- Transfer, promotion and posting of Head Clerk/Chief Accountant – orders issued

Read:- 1) G.O (Rt) No.712/2017/Ind dated 19/05/2017
2) This office proceedings No. EC1/04/14 dated 10/07/15

As per the Government Order read as 1st above Smt.Rubeena.A.C, Senior Clerk, District Industries Centre, Kozhikode has to be promoted as Head Clerk/Chief Accountant in the scale of pay of Rs.27800-59400. The incumbent has submitted the affidavit as per the Government Order. Hence the order

ORDER

Smt.Rubeena.A.C, Senior Clerk, District Industries Centre, Kozhikode is promoted on the basis of affidavit submitted by the incumbent as Head Clerk/Chief Accountant in the scale of pay of Rs.27800-59400/- notionally w.e.f 10.07.2015, the date on which her immediate junior has been promoted as Head Clerk. She is posted as Chief Accountant in District Industries Centre, Wayanad in the existing vacancy.

The seniority position of Smt.Rubeena.A.C as head Clerk is to be placed just above Smt.Geetha.K.K ,promoted as HC as per order No.EC1/04/14 dated 10/07/2015.

Relinquishment, if any will be intimated to this office within 7 days on receipt of this order through the controlling officer.

The promoted employees shall exercise option for fixation of pay under Rule 28 A Part I Kerala Service Rules within one month from the date of promotion order or date of taking over charge of the promoted post. Since the assigned date is prior to 01/02/2016, the incumbent shall exercise option for pay fixation.

The Controlling Officer is directed to obtain the statement of relinquishment in Industries Subordinate Service and necessary entries in this regard will be made in the Service Book of the incumbent.

The Controlling Officers will relieve the incumbent with immediate effect and report the date of relieving/joining duty of the incumbents promptly. The monetary benefit of this promotion can be availed from the date of joining to the post of Head Clerk.

Sd/-
Senior Administrative Officer

To

Smt.Rubeena.A.C, Senior Clerk, District Industries Centre, Kozhikode
(Through Controlling Officer)

Copy to:-

- 1) The Director of Coir Development, Thiruvananthapuram
- 2) The Director of Handlooms and Textiles, Thiruvananthapuram
- 3) All General Managers/Project Office (Coir)/ADIOs
- 4) CA to DI&C/ADI&C (G)/SAO/AA
- 5) Stock File/Spare

Forwarded/By order


Junior Superintendent