



PROCEEDINGS OF THE SENIOR ADMINISTRATIVE OFFICER,
DIRECTORATE OF INDUSTRIES AND COMMERCE,
THIRUVANANTHAPURAM.

(Present:LEENA.M.D)

No. DIC/12664/2018-EC1

Dated:22/09/2021

Sub: Industries – Establishment- Transfer, Promotion and posting of Head Clerks/Chief Accountants- Orders issued.

Ref: This office proceedings No.DIC/12161/2018-EC1 dated 13/09/2021.

ORDER

The following transfer and posting of Head Clerks/Chief Accountants are ordered with immediate effect on their request.

Sl.No	Name and address	Office to which posted
1.	SMT. SAJITHA PAUL Head Clerk/Chief Accountant, Project Office (Coir), Kannur. (On Request)	District Industries Centre, Kottayam vice Smt.Sreedevi.T.B, Head Clerk promoted.
2.	SRI. SREEJITH. V.S. Head Clerk/Chief Accountant, District Industries Centre, Thrissur. (On Request)	Project Office (Coir), Kannur vice Smt.Sajitha Paul, Head Clerk transferred.

The following Senior Clerks are promoted as Head Clerk/Chief Accountant in the scale of Pay Rs. 39300 - 83000 and posted as such in the offices noted against their names.

Sl. No.	Name and address	Office to which posted
1.	SMT. INDHU. M. Senior Clerk, District Industries Centre, Thrissur.	Head Clerk/Chief Accountant District Industries Centre, Thrissur vice Sri.Sreejith.V.S., Head Clerk transferred.
2.	SMT. SAJINA. K. Senior Clerk, District Industries Centre, Kozhikkode.	Head Clerk/Chief Accountant District Industries Centre, Palakkad vice Sri. K. Pratheesh Kumar, Head Clerk promoted.
3.	SMT. BEENA. T.P. Senior Clerk, District Industries Centre, Kottayam.	Head Clerk/Chief Accountant District Industries Centre, Idukki vice Smt. Smitha Lakshman, Head Clerk promoted.

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

The fixation of the promoted employees should be fixed by the controlling

officer as per G.O (P) NO. 27/2021/Fin dated 10.02.2021 (Pay revision order- 2021).

The Controlling Officers will relieve the incumbents with immediate effect and report the date of relief/joining duty of the incumbents promptly.

SENIOR ADMINISTRATIVE OFFICER

To

All Incumbents (Through Controlling Officers)

Copy to:-

1. The Director of Coir Development, Thiruvananthapuram.
2. All General Managers/Sub Officers concerned.
3. Project Officer, Project Office (Coir),Kannur.
- 4 CA to DI&C/ADI&C(T)/ADI&C(G)/SAO.
- 5 EE Section/IT Section of this office.(To Publish in Department Website)
- 6 Stock file/Spare.

Forwarded /By Order

Junior Superintendent