

PROCEEDINGS OF THE SENIOR ADMINISTRATIVE OFFICER
DIRECTORATE OF INDUSTRIES AND COMMERCE,
THIRUVANANTHAPURAM
(Present : George Mathew)

No.EC1/04/2012

Dated:21.06.2013

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

Ref: - This office proceedings No. EC1/03/2012, dated. 24 .05.2013.

The following transfer and posting of Head Clerks/ Chief Accountant are ordered with immediate effect for administrative convenience / on request.

Sl. No	Name and official address	Office to which posted
1	Smt. V. R. Jyothi, Head Clerk/Chief Accountant, District Industries Centre, Kottayam. (On request)	Head Clerk/Chief Accountant, District Industries Centre, Kollam vice Sri. A. Wilson, Head Clerk promoted.
2	Smt. J. Veronica, Head Clerk/ Chief Accountant, District Industries Centre, Idukki. (On request)	Head Clerk/Chief Accountant, District Industries Centre, Kottayam vice Smt. V. R. Jyothi, Head Clerk transferred.
3	Sri. M. N. Rajeswaran Nair, Head Clerk/Chief Accountant, Project Office (Coir),Ponnani. (On request)	Head Clerk/Chief Accountant, District Industries Centre, Idukki vice Smt. J. Veronica, Head Clerk transferred.

The following Upper Division Clerk is provisionally promoted as Head Clerks/Chief Accountant in the scale of Pay Rs.14620-25280/- and posted as such in the office noted against her name .

Sl. No	Name and address	Office to which posted
1	Smt. K. Minimol, Upper Division Clerk, Coir Inspector Office, Poochakkal, Project Office (Coir), Alappuzha	Head Clerk/ Chief Accountant, Project Office (Coir), Ponnani vice Sri. M. N. Rajeswaran Nair, Head Clerk transferred.

The promoted employee shall exercise option for fixation of pay under Rule 28A, Part I, Kerala Service Rules within one month from the date of taking over charge in the promoted post.

The relinquishment, if any, may be forwarded to this office within 7 days from the date of receipt of this order.

The Controlling Officer is directed to obtain the statement of relinquishment in Kerala 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 incumbents and report the date of relieving / joining duty of the incumbents promptly.

Sd/-

Senior Administrative Officer

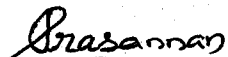
To

All Incumbents (Through Controlling Officers)

Copy to:-

1. The Director of Coir Development, Thiruvananthapuram.
2. The Director of Handloom & Textiles, Thiruvananthapuram.
3. All General Managers, District Industries Centers
4. All Project Officers (Coir)
5. CA to DI&C/ADI&C(G)/ ADIC(T)/SAO/ JD(P&M)/ JD(FC)/ AA.
6. EA1/EE Sections
7. Stock file

Forwarded/By Order


Junior Superintendent