



## SPICES BOARD

(Ministry of Commerce and Industry, Govt. of India)  
Sugandha Bhavan  
N.H. By-pass  
P.B.No.2277  
Palarivattom P.O.,  
Cochin - 682 025, India

## स्पाइसेस बोर्ड

(वाणिज्य एवं उद्योग मंत्रालय, भारत सरकार)  
सुगन्ध भवन  
एन. एच. बय-पास  
पी. बी. नं. 2277  
पालारिवट्टम पी.ओ.,  
कोचिन - 682 025, भारत

No.ADM/RR/1/2010-11

Dated : 12<sup>th</sup> March 2014

### MEMORANDUM

Sub : Streamlining of Stenographic cadres – reg.

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As per Ministry's letter dated 17.03.2011 on streamlining the stenographic cadre and its pay scales and based on the recommendation of the DPC held on 07.02.2014, Chairman has decided to upgrade the Pay Band and Grade Pay for the post of Personal Assistant from PB-2: Rs.9300-34800 + GP Rs.4200 to Rs.9300-34800 + GP Rs.4600.

Consequent on upgradation of the Pay Band and Grade Pay for the post of Personal Assistant from PB-2: Rs.9300-34800 + GP Rs.4200 to Rs.9300-34800 + GP Rs.4600, it is hereby informed that the Pay Band and Grade Pay held by the following officials in the cadre of Personal Assistant shall stand revised from PB-2: Rs.9300-34800 + GP Rs.4200 to PB-2 : Rs.9300-34800 + GP Rs.4600.

Sl.No.	Name	Effective date
1	Shri K. Vijayakumar	17.03.2011
2	Smt. M.N. Geetha	17.03.2011
3	Shri K.W. Asokan (retired on 30.10.2013)	17.03.2011
4	Shri S. Krishnaswamy	17.03.2011
5	Shri G. Harikumar	17.03.2011
6	Smt. Rosamma Mathew	04.11.2013

SECRETARY

To

1. Shri K. Vijayakumar, Section Officer, Spices Board, R.O, Guntur
2. Smt. M.N. Geetha, Personal Assistant, Spices Board, H.O, Kochi
3. Shri S. Krishnaswamy, Personal Assistant, Spices Board, ICRI, Myladumpara
4. Shri G. Harikumar, Personal Assistant, Spices Board, H.O, Kochi
5. Smt. Rosamma Mathew, Personal Assistant, Spices Board, H.O, Kochi

Copy to:

1. All Directors
2. ICRI, Myladumpara
3. RO, Guntur
4. Chairman's Establishment/ Accts I & II/ EDP/Audit & Vig./QEL/Personal file/ Guard file/ E-Office Administrator O/c