

**PROCEEDINGS OF THE SENIOR ADMINISTRATIVE OFFICER,
FOREST HEADQUARTERS, THIRUVANANTHAPURAM**

Present: Susan Gopi

Sub : Forest Department – Establishment – Promotion of Senior Clerk as Head Accountant– Posting of Head Accountant - Orders issued.

Read : 1. Order No.E3-II00/18 dated 08/03/2019 of Senior Administrative Officer, Forest Headquarters, Thiruvananthapuram.
2. Final seniority list of Senior Clerks as on 01/01/2015 published vide Order no. E5-48II0/2014 dated 03/12/2016 of Additional Principal Chief Conservator of Forests, (Administration), Forest Headquarters, Thiruvananthapuram.

ORDER No. E3 – 1500/2018 DATED 08.03.2019

Consequent on the promotion of I Head Accountant as Junior Superintendent as per order referred first above, One vacancy of Head Accountant has occurred in the department. As per the Final Seniority list of Senior Clerks as on 01/01/2015 published vide order referred as second above, the next senior most Senior Clerk eligible for promotion as Head Accountant is as follows

Sl. No	Name of employee	Seniority No.	Present Station
I	Shakila.A	130	O/o Divisional Forest Officer, Timber Sales, Palakkad.

It is hereby ordered to promote the above Senior Clerk as Head Accountant in the scale of pay of *Rs. 27800-700-29900-800-33900-900-37500-1000-42500-1100-48000-1200-54000-1350-59400.*

Sl. No.	Name and Present Station	Transfer / Promotion	Station in which transfer/ promoted
I	Smt.Shakila.A Senior Clerk Office of the Divisional Forest Officer, Timber sales, Palakkad.	Promotion	Office of the Director, Kerala Forest Training Institute (Vice Sri.Jayachandran.A, Head Accountant Promoted)

The Heads of offices concerned should relieve the incumbents within five days as instructed in circular No. 5/2013 dated 11.06.2013 of Principal Chief Conservator of Forests (Wildlife) & Chief Wildlife Warden after making necessary internal arrangements. TA will be as per rules.



SENIOR ADMINISTRATIVE OFFICER

The individual – through Head of offices concerned.

Copy to:

1. The Principal Chief Conservator of Forests & Head of Forest Force.
2. The Principal Chief Conservator of Forests (Wildlife) & Chief Wildlife Warden.
3. The Principal Chief Conservator of Forests (Social Forestry).
4. The Principal Chief Conservator of Forests (Development & PFM).
5. C A to Additional Principal Chief Conservator of Forests (Administration).
6. All Additional Principal Chief Conservator of Forests
7. The Additional Principal Chief Conservator of Forests (FMIS) – requested to publish on the official website.
8. The Additional Principal Chief Conservator of Forest (Regional South), Kollam / (Regional North), Kozhikkode.
9. All Chief Conservator of Forests.
10. The Chief Conservator of Forests , Southern Circle, Kollam / High Range Circle, Kottayam / Central Circle, Thrissur / Eastern Circle, Palakkad / Northern Circle, Kannur.
11. All Divisional Forest Officers/ Wildlife wardens/Working Plan Officers.
12. All Assistant Conservator of Forests.
13. E5 – Section/D-Section/H-Section/ Stock file.