



Tea Board
14, Biplabi Trailokya Maharaj Sarani,
Kolkata-700 001

Dated: 04.07.2025

OFFICE MEMORANDUM NO. 53/2025

The undersigned is directed to state that in accordance with the Office Order No. A-No.12022/22/2015-E-IV dated 3rd July, 2025 issued by the Ministry of Commerce & Industry, Department of Commerce, Govt. of India, Shri N.N. Narendra, IoFS(2002), Director (Finance), Coffee Board under Department of Commerce will hold additional charge of the post of Executive Director, Tea Board, Coonoor in addition to his existing charge for a period of six months from the date of assumption of charge of the post or till the regular incumbent joins the duty or until further orders, whichever is earlier.

Accordingly, Shri N.N. Narendra, IoFS (2002), Director (Finance), Coffee Board has taken over the charge of Executive Director, Tea Board, Coonoor in the afternoon of 04.07.2025.



(Dr. Rishikesh Rai)
Secretary (I/C)

Distribution:

1	Shri N.N. Narendra, IoFS (2002), Director (Finance), Coffee Board, Bengaluru	
2	Dr. M. Muthukumar, IAS (OD:2008), Executive Director, Tea Board, Coonoor	
3	Shri Kurma Rao. M, IAS (KN:2011), Secretary, Coffee Board, Bengaluru	
4	Shri Sumit Kumar Sachan, Under Secretary, Ministry of Commerce & Industry, Department of Commerce, E-IV Section, Govt. of India, Vanijya Bhawan, New Delhi, New Delhi.	
5	Chairman, Tea Board, Kolkata	
6	Ms. Sakshi Mittal, Director (EO-SM-I), DoPT, North Block, New Delhi	
7	The Chief Secretary, Govt. of Odisha,	
8	PS to CIM/PS to PS to MOS, C&I	
9	PPS to CS/SS(LSS)/SS(FA)/SS(RA)AS(AB)/AS(NKY)/JS(SM)/JS(KYS)	
10	Director (Plantations), MoC&I, Udyog Bhawan, New Delhi	
11	Plant-A Section/TF Section/Estt-I Section/Vigilance Section, RTI Cell, IWSU, Department of Commerce.	
12	All HoDs in Board's HO, Kolkata (excepting Dy. Chairman)	
13	All Zonal/Regional/Sub-Regional Offices of the Board.	
14	P.As to Dy. Chairman, FA & CAO, DTD & Secretary	
15	IT Cell With the request to upload in Board's website.	
16	TBEA	
17	Estt. Branch With spare copies	

Ref. File No.Estt/PR/M-284