



**Institute of Human Resources Development
Chackai, Thiruvananthapuram-24**

PROCEEDINGS

IHRD –College of Applied Science, Kuthuparamba– Dr.Kuttikrishnan A P , Principal on adhoc basis - request for relief – Substitute charge arrangement – Sri.Sajith S, Lecturer in Computer Application (Hr.Gr), College of Applied Science ,Kundara - transferred and posted to College of Applied Science , Kuthuparamba - assigned with full additional charge of Principal – Orders issued.

No.IHRD/1847/2022 –EA2

Dated, Thiruvananthapuram, 20th December 2023

- Read:-*
- 1 Letter No.E/148/2022/CASK dated 09.11.2023 from the Principal, College of Applied Science, Kuthuparamba*
 - 2 This office proceedings of even No. dated 21.06.2023*

The sanctioned period of engagement of Dr. Kuttikrishnan A P, Principal on adhoc basis College of Applied Science, Kuthuparamba will expire on 31.12.2023 and the incumbent has requested to relieve him from the post of Principal, College of Applied Science, , Kuthuparamba before 31.12.2023. Due to administrative necessity, the position has been examined and the following orders are issued.

1. Sri.Sajith S, Lecturer in Computer Application (Hr Gr) , College of Applied Science, , Kundara is transferred and posted as such to College of Applied Science, , Kuthuparamba against the post of Principal and assigned with the full additional charge of Principal, College of Applied Science, Kuthuparamba till a regular Principal joins duty and until further orders.
2. The Principal College of Applied Science Kundara will relieve the incumbent immediately with instructions to assume the charge of Principal, College of Applied Science, , Kuthuparamba forthwith.
3. Dr.Kuttikrishnan A P, Principal on adhoc basis, College of Applied Science, , Kuthuparamba stands relieved from the post of Principal,

College of Applied Science, , Kuthuparamba on assumption of charge by Sri.Sajith S.

4. Sri.Sajith S will take over the charge of Principal, College of Applied Science, , Kuthuparamba and its institutional properties from Dr.Kuttikrishnan A P on proper acknowledgement under intimation to this office.
5. Sri.Sajith S shall discharge the duties and responsibilities of Principal College of Applied Science , Kuthuparamba as per the delegation of powers in force and as per the instruction of the higher authorities from time to time.
6. The date of relief/joining duty of the incumbent shall be reported to this office in due course.


Dr. V A Arun Kumar
DIRECTOR

To ,

1. Dr.Kuttikrishnan A P, Principal, College of Applied Science, , Kuthuparamba
2. Sri.Sajith S, Lecturer in Computer Application (Hr Gr) College of Applied Science, Kundara (through the Principal)

Copy to:-

1. The Principal, College of Applied Science, , Kuthuparamba
2. The Principal, College of Applied Science, Kundara
3. Academic Coordinator CAS
4. Executive Engineer
5. Finance Officer
6. Administrative Officer
7. Accounts Officer
8. Personal Assistant to Director
9. Computer Engineer (IT Division)
10. All Section heads IHRD(Hqs)
11. SF
12. OC