

ETPK:HR:2016:1

Office Order

The following committees have been constituted w.e.f 7th September 2016.

I. Space Management Committee

1. **Manager (Business Development) – Vasanth Varada - Convenor**
2. AGM (Projects) (respective) – Madhavan Praveen/Mahesh Vijayan
3. Asst Manager (HR & Admin) – Abhilash D S
4. Asst Manager (Legal) – Sreeja Vijayan
5. Manager (Finance) – Ajit Ravindran
6. Dy Manager (Marketing/Legal) – Gita Gopalakrishnan
7. General Manager (Marketing) – Nireesh C

II. Vigilance & Security Committee

1. **Chief Security Officer - Jainendra Kumar - Convenor**
2. Asst. Manager (Legal & IR) – Sreeja Vijayan
3. Asst Manager (HR & Admin) – Abhilash D S/Admin Co-ordinator- Pradeep
4. Fire & Safety Officer – Madhu Janardhanan
5. Assignment Inspector (respective) – Rajendran K/Rajeev Kumar K S , Asokakumar K / Vijayan B
6. Jr. Finance Officer – Suresh Kumar

III. Committee against Sexual Harassment at Work Place (Women Cell)

1. **Deputy Manager (Marketing & Legal) – Gita Gopalakrishnan- Convenor**
2. Asst Manager (HR & Admin) – Abhilash D S
3. Asst. Manager (Legal & IR) – Sreeja Vijayan
4. Asst Finance Officer- Annie Moses
5. Member of eWIT, Technopark – Sindhuja Varma
6. Shri. VNP Kaimal, Ex Chairman, KEPIP (External Member)

IV. ISO/Audit Committee

1. **Jr. Quality Officer – Parvathi Vijayan- Convenor**
2. AGM (Projects)- Madhavan Praveen
3. Manager (Business Development) – Vasanth Varada
4. Deputy Manager (Marketing & Legal) – Gita Gopalakrishnan
5. Fire & Safety Officer (OSHAS)- Madhu Janardhanan
6. Asst. Officer (Finance) – Annie Moses (Management Representative)

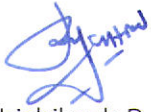
V. Food Committee

1. Asst Manager (HR & Admin) – Abhilash D S - Convenor
2. Manager (Business Development) – Vasanth Varada
3. Jr. Quality Officer – Parvathi Vijayan
4. Facility Co-ordinator - Haritha . K/George Thomas
5. Representatives from 5 Technopark companies – Harikrishnan (UST Global), Avinash Mohan(Allianz), Vijay Kumar(Testhouse), Prasanth Pillai (IBS), etc..

VI. HR Grievance Committee constituted w.e.f 5th December 2016

1. Dy. Manager (Civil)- Rahul Thampi - Convenor
2. Dy. Manager (Marketing & Legal) – Gita Gopalakrishnan
3. Asst. Manager (HR & Admin)- Abhilash D S
4. Asst Manager (Legal) – Sreeja Vijayan
5. Fire & Safety Officer (OHSAS)- Madhu Janardhanan
6. Shri. VNP Kaimal, Ex Chairman, KEPIP (External Member)

* The convenors should take initiative and conduct meetings at least once in a quarter.



Hrishikesh R Nair
Chief Executive Officer

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