



☎: General: 0471- 2312910, 2318153, 2318154, 2318155 Chairman: 2318150 Member Secretary: 2318151

E-mail: ms.kspcb@gov.in FAX: 2318152 web: www.keralapcb.nic.in

**KERALA STATE POLLUTION CONTROL BOARD**  
**കേരള സംസ്ഥാന മലിനീകരണ നിയന്ത്രണ ബോർഡ്**

Pattom P.O., Thiruvananthapuram – 695 004  
പട്ടം പി.ഒ., തിരുവനന്തപുരം - 695 004

PCB/E2/504/2020

Dated: 06.10.2020.

**CIRCULAR**

Sub:- Establishment – conduction of Webinars, Meeting etc. by the officials of the Board without prior permission from the Board – reg.

It has come to the notice of the undersigned that some heads of District Offices with the participation of other officers are conducting Webinar, Meeting etc. without prior permission from the Headquarters. The interest in hosting such webinars and programmes on topics relating to environment needs appreciation, but organising such events shall benefit more people if done under the banner of the Board, after getting prior approval. Using Board's emblem for such events being arranged under other banner is highly irregular.

Henceforth all the Board officials are hereby directed to get prior sanction from Head Office by submitting schedule and other details of the intended programme sufficiently in advance. Using the emblem of the Board for the programmes hosted by other agencies/organisations will not be permitted and shall be viewed seriously.

  
CHAIRMAN

All Officers in the Head Office (through circulation)

All Officers in the Regional Offices/Central Lab/District Offices (through the Head of Offices)

IT Cell

CA to Chairman/Member Secretary

Stock File/Office Copy

2/