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This may be given top priority as a consolidated report is due to Government.

*Yours faithfully*  
*Sd/-*  
*G.C M Rupavals*  
*Administrative Officer*  
*(for DIRECTOR)*

*To*  
*All head of institution under IHRD (through email)*

*Copy to:*

- 1. Software section of IHRD*
- 2. Finance Section of IHRD (for details in respect of personnels working in Headquarters)*
- 3. SF*
- 4. OC*

*Approved for issue*

*Office Superintendent*  
  
*Q*