



# INSTITUTE OF HUMAN RESOURCES DEVELOPMENT

TC 86/1949(2), NH Bypass Junction, Chakkai, Thiruvananthapuram- 24

No. FinC2/8538/2017/HRD

Dated: 25.03.2022

## CIRCULAR

**Sub: - IHRD - Tally.ERP9 2021-22 – Submission of Tally data -reg.**

**Ref: -**

All Heads of Institutions are directed to complete data entries in Tally.ERP9 up to 31.03.2022 and forward the data to mail-id "ihrd.acc@gmail.com" on or before **13/04/2022**. Tally entries for 2022-23 shall be started only after getting permission from the headquarters and after making corrections, if any, for the data of 2021-22. If necessary, may contact Headoffice Fin C section (extension no. 106) for necessary guidance.

**Sd/-**

**DIRECTOR**

**Copy to:**

1. All Heads of Institutions.
2. Sri. Basil Gomez, System Analyst, Tally Administrator
3. Office copy

**Forwarded/By/Order**

**Financial Consultant/ Advisor**