



INSTITUTE OF HUMAN RESOURCES DEVELOPMENT  
PRAJO'E TOWERS, VAZHUTHACAUD  
THIRUVANANTHAPURAM – 14

**CIRCULAR**

No.DB1/1847/2016/IHRD

Dated: 19.03.2016

*Sub:- IHRD – Non-uniformity in the usage of nomenclature of institutions –  
remedial action initiated – reg:-*

It has been noticed that there is non-uniformity in the usage of nomenclature of institutions. Few institutions are using multiple names in the communications/reports. Being a prestigious institution in the Kerala higher education scenario the practice is to be checked with.

Hence all Head of Institutions are directed to forward the following details without delay.

1. Institution Name with supporting documents like Government Order.
2. University affiliation letter to college/courses as a proof.
3. Orders regarding Name change of the institution, if any, with proof.

The report shall reach the IHRD Headquarters before 31.03.2016.

*Sd/-*  
**Dr. P. Suresh Kumar**  
**DIRECTOR**

To

- 1) All heads of institutions under IHRD
- 2) All Section heads in IHRD ~~€~~
- 3) S F/ OC

*Approved for issue*

*Supintendent*  
*[Signature]*